

ANNUAL GENERAL MEETING OF THE

TOWN & COUNTRY PLANNING ASSOCIATION

TO BE HELD VIRTUALLY AT 6PM ON WEDNESDAY 17 JULY 2024

To join the meeting please use:

[https://us06web.zoom.us/j/85824605200?pwd=S3p3Y3FBTTI5RUl4Y3RzdWtNWTZuQT09](https://eur03.safelinks.protection.outlook.com/?url=https%3A%2F%2Fus06web.zoom.us%2Fj%2F85824605200%3Fpwd%3DS3p3Y3FBTTI5RUl4Y3RzdWtNWTZuQT09&data=05%7C01%7CFiona.Howie%40tcpa.org.uk%7C6c1aa463e46d446bc0e208db9d6df8d6%7C7c8d1c3e6a2e4c60a232abd20d6e90ad%7C0%7C0%7C638276867870154457%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=WAVQHbnFsiVYRiqQQZnboAmLnYi8ienwJBd7hcKCYF0%3D&reserved=0)

Or go to [www.zoom.us](http://www.zoom.us), click on ‘join a meeting’ and use the meeting ID: 858 2460 5200 and passcode: 856088

To dial into the meeting by ‘phone please use 0203 481 5240 and the meeting ID: 858 2460 5200 and the passcode: 856088

# **AGENDA**

1. **Apologies for absence**
2. **Minutes of the 2023 AGM**
3. **Matters arising from the minutes**
4. **Annual Report of the Board and Financial Statements 2023**
5. **Election of President for 2024-25**
6. **Election of Vice Presidents for 2024-25**
7. **New Trustees** (for three years)
8. **New Members of the Policy Council** (for three years)
9. **Appointment of Auditors**
10. **The TCPA’s membership subscription rates**
11. **Any other business**

The meeting is expected to conclude by 7pm at the latest.

Any member has the right to appoint a proxy who should be appointed by completing the form overleaf and submitted to [tcpa@tcpa.org.uk](mailto:tcpa@tcpa.org.uk) at least 48 hours prior to the meeting (excluding bank holidays and weekends). Every member that is an organisation and wishes to send a representative to the AGM must have delivered to the office in writing the name of its appointed representative prior to the AGM.

Please let us know if you intend to attend the AGM by emailing [Fiona.howie@tcpa.org.uk](mailto:Fiona.howie@tcpa.org.uk). This will be helpful in giving us an idea of numbers.

INSTRUMENT OF PROXY FOR MEMBERS OF THE TOWN & COUNTRY PLANNING ASSOCIATION

To be completed by any member (including an organisation that is a member) wishing to appoint a proxy to attend and/or vote on their behalf. This form must be submitted to the TCPA by email ([tcpa@tcpa.org.uk](mailto:tcpa@tcpa.org.uk)) at least 48 hours prior to the meeting (excluding bank holidays and weekends).

I, [insert name] ………………………………………………………………

of [insert name of organisation if any] …………………………………….

being a member of the Town and Country Planning Association hereby appoint

[insert name of proxy] ………………………………………………………

of [insert name of organisation if any] …………………………………….

and failing him or her insert name of alternative proxy] …………….......

of [insert name of organisation if any] …………………………………….

as my proxy to vote for me on my behalf at the Annual General Meeting of the Association to be held on Wednesday 17 July 2024 and any adjournment thereof.

Signed …………………………………. Date …………………………..