

# HOLLY LODGE ESTATE

**NOTICE IS HEREBY GIVEN THAT THE ANNUAL GENERAL MEETING OF  
PLOT OWNERS ON THE HOLLY LODGE ESTATE WILL BE HELD ON  
WEDNESDAY 27th APRIL AT 20.00  
At the Holly Lodge Community Centre, 30 Makepeace Avenue  
YOU ARE CORDIALLY INVITED TO ATTEND DRINKS AND SNACKS FROM 19:30**

## **AGENDA**

1. Introductions & Apologies
2. Approval of Plot-owners' minutes for Nov. 2021 Half-Yearly Meeting
3. Chair's Report: Matters arising & questions
4. Treasurer's Report: Matters arising & questions
5. Approval of Independent Examiner
6. Adoption of Accounts
7. Any Other Business

## **NOTES**

- Copies of the Accounts, HLEC Election resumés, Chair Report and other papers will be available on the website from 14th April under the Committee tab/AGM Papers. Hard copies can be requested from the Estate Manager at [manager@hle.org.uk](mailto:manager@hle.org.uk)
- In accordance with the rules adopted 28-Apr-21 to vote at a General Meeting one must be a plot-owner or;
  - if unable to attend be a resident member of the plot-owner's family as their proxy or
  - if none of the above are able to attend a resident in the house or another plot-owner as their proxy or
  - a director or officer of a company which owns the plot appointed by resolution of its directorsand
  - no individual may be a proxy for more than 1 plot
  - the appointment of the proxy shall be in writing, validly authorised by the plot-owner(s) and delivered to the Secretary by hand, post or as an attachment to an email ([secretary@hle.org.uk](mailto:secretary@hle.org.uk)) at least seven days before the relevant meeting.
- No plot-owner or their representative shall be entitled to attend if the Estate Maintenance Fund payable in respect of their plot is in arrears