

## Notice of third Annual General Meeting of SPPA

Dear SPPA members,

In accordance with the Articles of Association of the Social Pedagogy Professional Association (SPPA), notification is hereby given of the third Annual General Meeting (AGM) of the organisation. The AGM will take place on **Thursday 03 October 2019 at the Friends' Meeting House, 6 Mount Street, Manchester M2 5NS**, commencing at 16.30 pm for registration, prior to the meeting from 17.00 to 19.00. After the close of the AGM, there will be a drinks reception available for members attending.

### Agenda

The AGM will be an opportunity to hear about SPPA's progress over the previous year and to have your say on the future direction of the organisation.

- 1. Welcome and opening remarks from SPPA Chair, Helen Jones**
- 2. Apologies**  
To receive any apologies given from SPPA members unable to attend this AGM.
- 3. Ordinary Business**  
To receive from Helen Jones, Chair of SPPA, a report on the activities of SPPA in 2019
- 4. Well-being campaign events and wider social pedagogy developments**  
To receive feedback from the Wellbeing Campaign events 2018 and wider national and international Social Pedagogy developments
- 5. Future directions and funding for SPPA**  
To receive from Helen Jones and Claire Cameron, project manager of the SUSP Project, an account of the completion of the SUSP project and issues for future funding and direction for SPPA, to be followed by group discussions
- 6. Election of Trustees**  
To undertake the election of member-nominated Trustees
- 7. Motions**  
To consider any motions proposed by Members and to duly vote on such motions
- 8. Closing remarks from SPPA Chair, Helen Jones**

### Trustee nominations

Our board of trustees advises on and carries out SPPA activities, and meets monthly in-person or remotely, to hold SPPA to account for its membership. If you would like to nominate an individual (either yourself or another person) to stand as a trustee, please advise them to complete the below form accordingly. With their consent, feel free to submit the form on behalf of anyone who may be interested or able to serve as a SPPA trustee. We welcome applications from any and all members.

As per the Articles, we will be appointing **up to 8** trustees at our AGM. Ballot papers will be issued at the AGM and by email to any members unable to attend in-person. These trustees will be appointed to roles that are non-specific, meaning the position will be flexible to the skills and experience of the candidate.

**We are however seeking to replace our Chair and Company Secretary who are both standing down at this AGM so we welcome interest from those who think they have the qualities and capacities for such roles.**

Please note, all trustees must be members of the Social Pedagogy Professional Association. Should you wish to nominate an individual, please confirm that they are or about to become members and ensure they have consented to the nomination.

All documents relating to the AGM including the agenda, Trustee nomination forms and Trustee application forms are available on the SPPA website at [sppa-uk.org](http://sppa-uk.org)

Should you have any questions, please contact Helen Jones, the Chair of Trustees of SPPA at [Hjones.sppa@outlook.com](mailto:Hjones.sppa@outlook.com) or Tanya Alder, the Treasurer at [chartleylighting@aol.com](mailto:chartleylighting@aol.com) . All nominations should be returned to Helen by Friday 27<sup>th</sup> September 2019 at 5.00pm. Nominations received after this time will not be accepted.

Further information on the responsibility of trustees is available through the NCVO. Please review their guidance and FAQs.

### **Motions for consideration**

Should any SPPA member wish to submit a motion or discussion point for consideration, these must be received by the Chair, Helen Jones at [Hjones.sppa@outlook.com](mailto:Hjones.sppa@outlook.com) by Friday 27<sup>th</sup> September 2019 at 5.00pm.

All motions must carry the signature (which can be electronic) of at least 2 SPPA members.

### **Voting**

All members are entitled to one vote at the AGM on any motion or actions proposed by the Chair. Other than elections of Trustees, voting will be undertaken by a show of hands, which will be counted. Should it be deemed appropriate or requested by a member on submission of a motion, voting may be undertaken by ballot.

Members may vote by proxy. In order for proxy votes to be counted, members MUST submit their proxy form to the Chair Helen Jones. All proxy voting forms should be returned to Helen by Monday 30<sup>th</sup> September 2019 at 5.00pm.

Should you have any questions about the AGM, email the Chair of Trustees, Helen Jones at [Hjones.sppa@outlook.com](mailto:Hjones.sppa@outlook.com). We look forward to seeing you at the meeting.

Yours faithfully,

***Helen Jones***

Chair of Trustees