

**Invitation to Ribble Valley Jazz & Blues  
Annual General Meeting  
7.00pm Wednesday 20<sup>th</sup> March 2024**



You are warmly invited to the Annual General Meeting of Ribble Valley Jazz and Blues Club to be held at the **Trinity Methodist Church and Community Hub, Wesleyan Row, Parson Ln, Clitheroe BB7 2JY** at **7.00pm on Wednesday 20<sup>th</sup> March 2024**

Doors will open at **7.00pm** and we will start the evening with some musical entertainment courtesy of local friends of the club. The formal meeting will start at **7.30pm**. There will also be drinks and snacks available.

This is our fourteenth such gathering since we registered as a Charity and Company Limited by Guarantee in 2010. We are keen to use this annual event to report to our members and friends on RVJ&B's activities and financial position, and on our progress since the last AGM.

**We promise to:**

- Keep formal business to a minimum
- Report on RVJ&B activities over the last year

**AGM Business** (See notes overleaf)

1. Apologies for absence
2. Minutes of the previous meeting
3. Annual report of the Board
4. Presentation and adoption of the Annual Accounts for 2022/2023
5. Election of Directors/Trustees
6. Review of the Club's activities over the past year and the plans for the year ahead
7. Volunteers to help in an area of Club activity
8. Future of jazz and blues in the Ribble Valley
9. Any other business

Hope you can join us.

David Walters  
Ribble Valley Jazz & Blues

## Notes for the AGM

### Re Agenda Items 2, 3 & 4

Minutes of last year's AGM and the Annual Report and Accounts 2022/2023 are posted on the RVJ&B website. The address for this and all other documents relating to this year's AGM, together with any updated information, is: <https://rvjazzandblues.co.uk/AGM.html>

### Re Agenda Item No. 5 - Election of Directors

The minimum number of directors is 3 - currently no maximum director membership has been set. Information on the current Board can be found on the RVJ&B website. All current directors will retire at the AGM but are eligible for re-election. The Board proposes re-election of the current directors, subject to their willingness to continue.

The Board is very interested to hear from anyone (particularly younger RVJ&B members) who would like to volunteer to help with any aspect of RVJ&B business, up to and including serving on the Board. Directors must be members of RVJ&B, be over 16, be content to undertake eligibility and DBS checks and observe the standards set by the NVCO Charity Governance Code. If you are interested, or would like to recommend someone else for Board membership, please get in touch with Miles Peachey (Ribble Valley Jazz Treasurer) on email [treasurer@rvjazzandblues.co.uk](mailto:treasurer@rvjazzandblues.co.uk). Miles can provide nomination forms.

Completed forms for Board nominations must be received by **5<sup>th</sup> March 2024**. The final list of the nominations for election to the Board of Directors will be circulated by e-mail to our members and posted on our website before the **12<sup>th</sup> March 2024**.

### Other notes

1. RVJ&B's Constitution is available on our web site on the Membership page. Members not able to attend may nominate a proxy to vote on their behalf. Proxy forms will be available on our website after the **5<sup>th</sup> March 2024** and can also be obtained by writing to our Registered Office: Ribble Valley Jazz and Blues, c/o 9 Radecllyffe Street, Clitheroe, Lancashire, BB7 2HL.
2. Completed proxy forms must be received by the **18<sup>th</sup> March 2024** to be valid.
3. Attendance or apologies can be sent by email to [membership@rvjazzandblues.co.uk](mailto:membership@rvjazzandblues.co.uk) or by post to our Registered Office, as above.
4. New members may join RVJ&B and be eligible to vote at the AGM if application form and fee is received by the **19<sup>th</sup> March 2024**.
5. Non-members are welcome to attend the AGM but will not have a vote.
6. Further enquires via email to [david.walters@rvjazzandblues.co.uk](mailto:david.walters@rvjazzandblues.co.uk)