



# OxVox -The Independent Oxford United Supporters Trust

41 Henley Road, Sandford-on-Thames, OXFORD, OX4 4YW

Email: [enquiries@oxvox.org.uk](mailto:enquiries@oxvox.org.uk) Website: [www.oxvox.org.uk](http://www.oxvox.org.uk)

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19 March 2018

Dear OxVox Member,

## **16<sup>th</sup> OxVox AGM: 12.30pm, Saturday 28<sup>th</sup> April, 2018**

The 16<sup>th</sup> OxVox AGM will take place on **Saturday 28<sup>th</sup> April 2018 starting at 12.30pm at the Kassam Stadium prior to the match against Rochdale**, and I urge as many members as possible to try and make the time to come along.

Details of the room location and access will be distributed closer to the day.

This year's AGM will detail the work of your Trust over the last 12 months and include the OxVox financial statements for your sign off.

The meeting is for members of OxVox only but supporters will be able to join (or re-join) on the door. Junior members are welcome to attend the meeting but are not entitled to vote. Our records show that you are a current member and hence you are entitled to attend.

### **Board Election**

This year, three members of the committee are standing down.

There are therefore three vacancies on the committee and we would like some of you to put your names forward to join what we believe will be a further exciting period for OxVox and OUFC. We're very keen to welcome new committee members, so please do use the enclosed form to put your name forward ASAP.

If we have more than 3 applications to join the committee, then there will be an election and details will be sent to all members shortly after the closing date for nominations, which is midnight on Thursday 5<sup>th</sup> April (see nomination form below).

Thanks for your continued support to OxVox, it's very much appreciated.

Please seriously consider putting yourself forward as a candidate. In general, enthusiasm and the desire to further the aims of the Trust on the part of candidates are more important than specific skills (though they may help too!). All OxVox officer roles will be decided upon by a Board vote when the new Board first meets after AGM16.

### **AGM 16 AGENDA**

- 1. Welcome,**
- 2. Performance report (to be distributed at the meeting),**
- 3. Treasurer's report and accounts (to be distributed at the meeting),**
- 4. Resolution for Independent Examination of accounts (see resolution 1 below),**

Registered address: 41 Henley Road, Sandford-on-Thames, OXFORD, OX4 4YW reg. no.: 29368R  
patron: The Rt Hon Andrew Smith

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5. **Result of election of Board members,**
6. **Close of AGM.**

If you would like to raise an issue or ask a question at the meeting, please feel free to let us know in advance; however, you can, of course, do so at the meeting without notice. If you cannot attend but wish to appoint someone to attend the meeting on your behalf please complete the enclosed proxy form and return it to us. Please note, however, that an on-line/postal ballot of members is being planned prior to the AGM if an election is required. Therefore the enclosed proxy form will be valid only for motions put forward at the AGM itself.

We would like the largest possible attendance from members, so please come along if you are able to do so. We look forward to seeing you at the meeting.

Yours sincerely,

Jeremy Faulkner  
*Chair*



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## OXVOX AGM/16 - RESOLUTION 1

**It is hereby resolved that subject to the provisions of section 4a of the 1968 Friendly and Industrial and Provident Societies Act, the members of the Society shall not require an audit for the accounts covering the current financial year ending on 30 September 2018, when they are presented to the next AGM.**

The members of the society agree that the accounts for the financial year ending on 30 September 2018 and for which reports will be laid before the following AGM do not require a full audit provided that:

1. The total income for that year does not exceed the threshold laid down by Supporters Direct for audit exemption (currently £25,000),
2. An Independent Examination of those accounts is carried out in place of the full Audit,
3. The Independent Examination is carried out in line with the best practice of Supporters Direct as set out in the Guidance Notes,
4. A report from the Independent Examiner is included within the Accounts and circulated to members.

### **The Society notes that**

1. The Independent Examination does not carry the same weight as a full Audit,
2. The members of the Trust instruct the Board to identify a suitably qualified practitioner to undertake the review,
3. The Board shall agree the appointment of the examiner and shall agree the terms of that appointment in writing,
4. Supporters Direct has no liability in respect of any Trust Accounts,
5. Supporters Direct will use the report of an Independent Examiner when considering your Trust's eligibility for membership as against criteria in its membership policy.

**Note: This resolution must be passed by 80% of the members voting in person and by proxy, and only comes into force if it is passed by that margin AND the numbers voting against do not equal more than 10% of those members eligible to vote.**



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## OXVOX AGM/16 -- PROXY FORM

If you will not be attending the meeting, you can appoint someone else to attend the meeting on your behalf and to vote on any motions put forward at that meeting. Alternatively, you can appoint the Chair of the meeting to vote on your behalf.

If you wish to do this please complete one of the sections below, and then add your membership details and signature.

Under the Trust's rules this proxy form, to be valid, must be received by the Trust at least two clear days before the meeting. For this purpose please send this form to OxVox, 41 Henley Road, Sandford-on-Thames, Oxford, OX4 4YW, to be received by 25 April 2018. Also, under the Trust's rules, no person other than the Chair of the meeting can act as a proxy for more than 3 members.

**Please delete one of the options, and if you are using Option 2 write the name of your proxy in the space provided, and complete your details below.**

### Option 1

I wish the Chair of the meeting to act as my proxy at the meeting, and to vote on my behalf.

### Option 2

I wish to nominate ..... (insert name) to act as my proxy at the meeting.

### Your details:

**Name:** .....

**Membership number (if known):** .....

**Signed:** .....



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## OXVOX AGM/16 - NOMINATIONS TO THE OXVOX BOARD

### The current Board

Following the AGM/15 election the Trust Board consisted of 10 members: Maurice Earp, Jeremy Faulkner, Ali Wolfe, Simon Bradbury, Graham Butler, Matt Cavill, Michael North, Jemma Hayward, Colin Barson, and Trevor Lambert.

### Places available for election this year

In accordance with the rules, one-third of the elected members of the Board, normally those who have served the longest since their last election/re-election, will resign from office at each AGM.

This year Jeremy Faulkner, Graham Butler and Simon Bradbury will be resigning. Resigning elected members are eligible to stand as candidates for immediate re-election.

The constitution provides for the Board to have up to 10 elected members and we have again decided to make **10 elected places available** on the Board. **Three** places are therefore available to be filled by election at this AGM. An election will be held if more than **three** candidates come forward before the deadline for receipt of nominations.

### How to apply

If you would like to put your name forward, please complete the nomination form, and post it to OxVox, 41 Henley Rd., Sandford-on-Thames, OXFORD, OX4 4YW, to reach us by **midnight on Thursday 5<sup>th</sup> April**. You will need a proposer and seconder who are OxVox members; if necessary I can arrange for members of the current Board to be approached to act in that capacity. However, it will remain your responsibility to ensure the completed form reaches the Trust's address by the closing date.

In the interests of a fair election and to ensure no candidate is disadvantaged, the **5<sup>th</sup> April closing date for nominations is fixed and will not be altered**.

If an election is required we intend to operate an **on-line/postal ballot** of all members entitled to vote and to declare the result at the AGM.

**Therefore, we ask all candidates to have a statement of not more than 250 words ready for us to send to members along with the voting papers immediately after the closing date for nominations in case an election should be required.**

This is to allow members as much time as possible to cast their vote by the deadline ahead of the AGM. The election sub-committee will count the votes and declare the result at the AGM. Each candidate will be promptly informed if an election is required.

Jeremy Faulkner  
*Chair*



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## OXVOX BOARD NOMINATION FORM AGM/16

**THIS FORM MUST REACH US AT THE ADDRESS ABOVE BY MIDNIGHT ON THURSDAY 5  
APRIL 2018**

I, ..... , wish to be nominated as a member of the  
*(candidate's name: please print)* OxVox Board for election at the sixteenth  
OxVox AGM in March 2018.

Signed: .....  
*(candidate's signature)*

Date: .....

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Proposed by: .....  
*(proposer's name: please print)*

Signed: .....  
*(proposer's signature)*

Date: .....

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Seconded by: .....  
*(seconder's name: please print)*

Signed: .....  
*(seconder's signature)*

Date: .....

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**Please note: We ask all candidates to have a statement of not more than 250 words ready for us to send to members along with the voting papers immediately after the closing date for nominations in case an election should be required. Also, please have a photograph ready which we can use when distributing voting details. We'll confirm with you the email address for your statement and photo.**