INSTITUTE OF LEADERSHIP AND MANAGEMENT

ANNUAL GENERAL MEETING

To be held at 1.15 pm on Thursday 9 May 2019

at The Urban Innovation Centre, One Sekforde Street, London EC1R 0BE

AGENDA

1. Registration 1.00 pm
2. Introduction 1.15 pm prompt
3. Questions and Discussion
4. Voting on the Resolutions
5. Chairman’s closing remarks
6. Close 1.45 pm

**INSTITUTE OF LEADERSHIP AND MANAGEMENT**

**NOTICE OF ANNUAL GENERAL MEETING 2019**

Notice is hereby given that the 72nd Annual General Meeting of The Institute of Leadership and Management will be held at 1.15 pm on Thursday 9 May 2019 at The Urban Innovation Centre, One Sekforde Street, London EC1R 0BE for the purposes of considering and, if thought fit, passing the following resolutions which will be proposed as ordinary resolutions:

**Ordinary Resolutions**

1 To receive and consider the Report of the Directors, the Income and Expenditure Account, the Balance Sheet and the Report of the Auditors thereon for the year ended 31 August 2018.

2 To appoint J W Hinks LLP as auditors of the Institute to hold office from the conclusion of the next meeting at which the Accounts are laid before the Institute and to authorise the Board to fix their remuneration.

Dated 12 February 2019

By order of the Board

**Beverley Hogg**

Company Secretary

Registered office: Pacific House, Relay Point, Wilnecote, Tamworth B77 5PA

**Proxies**

A member entitled to attend and vote at the AGM is entitled to appoint a proxy to attend and, on a poll, vote instead of him/her. A proxy need not be a member of the Institute. The appointment of a proxy does not prevent the member from attending and voting at the AGM in person. Details of how to vote can be found on the Proxy form. To be effective, the instrument appointing a proxy, and any power of attorney or other authority under which it is executed (or duly certified copy of any such power or authority), must be deposited not later 1.15 pm on Tuesday 7 May 2019*.*

**Resolution 1**

Members will receive with this Notice a copy of the Annual Report & Financial Statements for the year ended 31 August 2018. Questions concerning finance which members wish to be answered at the AGM must be received by the Institute in writing (either by post to Beverley Hogg, Institute of Leadership & Management, Pacific House, Relay Point, Tamworth B77 5PA or by email to membership@institutelm.com on or before 1.15 pm on Wednesday 1 May 2019.

**Resolution 2**

This resolution authorises the appointment of J W Hinks LLP (who have expressed their willingness to be appointed) as auditors of The Institute of Leadership & Management and authorises the Board to fix their remuneration.