

## **AGENDA FOR THE 51<sup>st</sup> ANNUAL GENERAL MEETING**

of Riding for the Disabled Association Incorporating Carriage Driving

Registered Charity No 244108 (England & Wales) No SCO39473 (Scotland)

Company No 5010395

to be held at

**RDA National Office and by Zoom Video Conference**

on

**Friday 6<sup>th</sup> November 2020**

**commencing at 10.30am**

### **AGENDA**

- A Apologies for Absence
- B Minutes of the 50<sup>th</sup> Annual General Meeting held at Saddlers' Hall, London on Friday 29<sup>th</sup> November 2019
- C Matters Arising
- D To receive the Chairman's Report
- E To note the Trustees' Report and Accounts for the year ended 31 March 2020, and to receive a commentary from the Honorary Treasurer
- F RESOLUTIONS
  1. To appoint Sayer Vincent as Auditors of the Association in respect of the accounts for the year commencing 1 April 2020
  2. To confirm the re-appointment of Neil Goldie-Scot as Honorary Treasurer of the Association
  3. To confirm the re-appointment of Emma Wells as a Trustee of the Association, with specific responsibility for participants
  4. To confirm the re-appointment of Julianne Jessup as a Trustee of the Association, with specific responsibility for communication
  5. To confirm the re-appointment of Jess Cook as a Trustee of the Association, with specific responsibility for disability issues
  6. To appoint Sally Hall as an Honorary Life Vice President of the Association
  7. To amend the Articles of Association of RDA UK (as described below) to allow for future General Meetings to be held by video conference, where a face-to-face meeting is not possible.
- G Any other Business
  - Members wanting to raise any issue under this item should inform the Chair or the Chief Executive at least 24 hours before the start of the meeting.

## RDA UK ANNUAL GENERAL MEETING 2020

### Agenda Item F7 - Proposed changes to the Articles of Association

There are a number of changes that need to be made to the Articles to allow for an electronic meeting in future. The changes are shown below. Additions are shown in ***bold italics***, deletions are shown in ~~**bold strike through**~~.

If you would like to see a full version of the document, please let us know.

#### Section 1 of the Articles - "INTERPRETATION"

##### Add the following words

*"electronic means" means suitable electronic means agreed by the charity trustees in which each participant may communicate with all the other participants.*

#### Section 7 of the Articles - GENERAL MEETINGS

##### Change to wording as follows

~~7. All General Meetings other than Annual General Meetings shall be called Extraordinary General Meetings.~~

7.1 ***A General Meeting may be held either in person or by suitable electronic means determined by the Board or in a combination of both provided that all Member Groups participating in the General Meeting may communicate with all the other participants. If all of the Member Groups participating in a General Meeting are not in the same place, the Board may decide that the meeting is to be treated as taking place wherever any of them is.***

7.2 ***A reference to any General Meeting includes a reference to a meeting held by electronic means in accordance with article 7.1. A person shall be regarded as being present at a General Meeting at any time where he she or is attending personally or by electronic means in accordance with article 7.1.***

#### Section 9 of the Articles - NOTICE OF GENERAL MEETINGS

##### Add wording as follows

9. An Annual General Meeting or a General Meeting called for the passing of a special resolution or a resolution appointing a person as a Board Member shall be called by at least twenty-one clear days' notice. All other Extraordinary General Meetings shall be called by at least fourteen clear days' notice but a General Meeting may be called by shorter notice if it is so agreed:-

9.1 in the case of an Annual General Meeting, by all the Member Groups entitled to attend and vote thereat; and

9.2 in the case of any other Meeting by a majority in number of the those having a right to attend and vote being a majority together holding not less than ninety-five per cent of the total voting rights at the Meeting.

The notice shall specify the time and place of the Meeting ***or, as appropriate, the electronic means by which it is to be held (or both)*** and the general nature of the business to be transacted and, in the case of an Annual General Meeting, shall specify the meeting as such. The notice shall be given to all those specified in Article 3

**Section 17 of the Articles - PROCEEDINGS AT GENERAL MEETINGS**

**Add wording as follows**

- 17 The chairman may with the consent of a Meeting at which a quorum is present (and shall if so directed by the Meeting) adjourn the Meeting from time to time and from place to place, but no business shall be transacted at an adjourned Meeting other than business which might properly have been transacted at the Meeting had the adjournment not taken place. When a Meeting is adjourned for fourteen days or more, at least seven clear days' notice shall be given specifying the time and place of the adjourned Meeting ***or, as appropriate, the electronic means by which it is to be held (or both)*** and the general nature of the business to be transacted. Otherwise it shall not be necessary to give any such notice.

**Section 21 of the Articles - PROCEEDINGS AT GENERAL MEETINGS**

**Add wording as follows**

- 21 A poll shall be taken as the chairman directs, ***including by electronic means***, and the chairman may appoint scrutineers (who need not be members) and fix a time and place for declaring the result of the poll. The result of the poll shall be deemed to be the resolution of the Meeting at which the poll was demanded.

**Section 25 of the Articles – VOTES OF MEMBERS**

**Add wording as follows**

25. On a show of hands or on a poll every Member Group present in person, ***by electronic means***, or by proxy shall have one vote.