

**AQHA UK**  
**Oakridge Arena**  
**Swinderby Road**  
**Collingham**  
**Newark**  
**Nottinghamshire**  
**NG23 7NZ**  
**www.aqha.uk.com**  
**Tel: 07544 262747**  
**Email: [info@aqha.uk.com](mailto:info@aqha.uk.com)**

21<sup>st</sup> January 2019

Dear Member,

**NOTICE OF AQHA UK Annual General Meeting 2019**

Notice is given that the Annual General Meeting of the American Quarter Horse Association United Kingdom will be held on:

**Sunday 17<sup>th</sup> March 2019**

**Bulkington Village Community Centre, Bulkington,**

**Warwickshire, CV12 9JB.**

The AGM starts at 2pm and light refreshments will be available.

There is a car park at the rear of the building, the door to the meeting room is at the side of parking area.

Please find the following documents enclosed/attached:

- 1 A form enabling you to exercise a proxy vote if you are unable to attend the meeting; you can nominate another member who is attending to vote on your behalf.
- 2 A form for nomination to Council. If you wish to become part of the Council please enclose a 200 word account which should include details of yourself, your experience and why you wish to be nominated. This is necessary in the event of a vote.
- 3 A form for any resolutions you wish to be discussed and voted upon at the AGM.

Company No: 01231118 Charity No: 297961

Registered Office: Willis Cooper, Unit 6, Heritage Business Park, Belper, Derbyshire DE56 2SW

- 4 A Gift Aid form. **If you are a UK tax payer we urge you to sign this and return to the Association; as a registered Charity we are able to claim much needed funds from HMRC.**
- 5 The agenda for the AGM

The attachment is also available as a download from the website on the *Download Forms* page.

**You may return the forms by post to the address specified, or alternatively complete and sign the paperwork, scan it and email it to us at the office email address. Unsigned documents will not be accepted.**

Please come to the AGM, the Council values members' input and interest as well as having the opportunity to meet everyone. The AGM is a required formal meeting where the Council has the opportunity to present the accounts, give a review of the year's work, and layout plans for the future. It is also the occasion where members can take part in lively debate, offer their views, ideas and support for the Association.

Bulkington Community Centre is about ten minutes from the junction of the M6 (J2) and M69. There are several hotels in the area including Premier Inn, Holiday Inn and Ansty Hall. Details of all of these can be found on their websites. If you require further information about accommodation please contact us and we will do our best to help. Please note that we will be offering tea and coffee at the AGM, there are no facilities for hot food.

We look forward to meeting with you at the AGM.

Yours faithfully,

Frances Neil  
Chair  
AQHA UK

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**PROXY VOTE**

I (insert name)\_\_\_\_\_ AQHA UK member no\_\_\_\_\_

Of  
(address)\_\_\_\_\_

---

hereby appoint

(insert name)\_\_\_\_\_ AQHA UK member no\_\_\_\_\_

Of  
(address)\_\_\_\_\_

---

and failing him or her

(insert name)\_\_\_\_\_ AQHA UK member no\_\_\_\_\_

Of  
(address)\_\_\_\_\_

---

to vote for me and on my behalf at the annual General Meeting of the Association to be held on 17<sup>th</sup> March 2018, and at every adjournment thereof.

Signed..... Date.....

**Please return proxy form to the Association's Accountants by 1200hrs 22<sup>nd</sup> February 2019  
Willis Cooper Chartered Accountants, FAO Ms Nicola Cole, Unit 6, Heritage Business Centre,  
Derby Road Belper, DE56 1SW**



**RESOLUTION, AGM 2019**

**Proposer:**

I, (insert name) \_\_\_\_\_ AQHA UK member no \_\_\_\_\_

of (insert address) \_\_\_\_\_

\_\_\_\_\_

Email: \_\_\_\_\_

propose the attached resolution to the Association's AGM 2019.

Signed \_\_\_\_\_ Date \_\_\_\_\_

**Seconded by:**

I, (insert name) \_\_\_\_\_ AQHA UK membership no \_\_\_\_\_

of (insert address) \_\_\_\_\_

\_\_\_\_\_

Email: \_\_\_\_\_

second the attached resolution to the Association's AGM 2019

**Please attach the resolution and return it by 1200 on 22<sup>nd</sup> February 2019 to**

**Frances Neil  
AQHA UK  
Oakridge Arena  
Swinderby Road  
Colliingham  
Newark  
Nottinghamshire  
NG23 7NZ  
info@aqha.uk.com**

**NOMINATION TO COUNCIL 2019**

I, (insert name)

AQHA UK member no

of (insert address

propose

(insert name)

AQHA UK member no

of (insert address

Signed

Dated

I (insert name)

AQHA UK member no

Of

second the above nomination.

Signed

Dated

I, (insert name)

AQHA UK member no

of (insert address)

accept the above nomination and attach/do not attach (delete as appropriate) a 200 word personal statement that will be circulated to all members in the event that a vote is needed.

Signed.....Date.....

**Please return nomination form and statement (if enclosed) to the Association's Accountants by 1200hrs 22 February 2019**

**Willis Cooper Chartered Accountants  
FAO Ms E Crooks, Unit 6, Heritage Business Centre, Derby Road, Belper, DE56 1SW**



## ACTION REQUIRED

January 2019

Dear Member,

### Gift Aid Declaration

The AQHA UK has been granted Gift Aid status by HMRC. This gives us the opportunity to increase our income from subscriptions and other donations by 25% not only for this year and the future. This will make a difference to the types of events and activities that the Association can support.

### WHAT DO I NEED TO DO TO HELP SUPPORT YOUR ASSOCIATION

**If you are a UK tax payer, or pay capital gains tax, you need to complete and return the enclosed Gift Aid declaration form to the address below. AQHA UK will do everything else.**

I hope that you feel you can support your Association strongly enough to gift aid even if you hate completing forms. So, please take a few moments to fill in your details and return the form so that AQHA UK can claim money back from the Government to provide improved benefits for members.

This is a new form for multiple donations which we hope that you will complete and return.

**PLEASE SIGN AND RETURN EVEN IF YOU HAVE SIGNED PREVIOUSLY. THANK YOU**

With very best wishes,

**AQHA UK**

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## Charity Gift Aid Declaration – multiple donation

**Boost your donation by 25p of Gift Aid for every £1 you donate**

Gift Aid is reclaimed by the charity from the tax you pay for the current tax year. Your address is needed to identify you as a current UK taxpayer.

**In order to Gift Aid your donation you must tick the box below:**

I want to Gift Aid my donation of £\_\_\_\_\_ and any donations I make in the future or have made in the past 4 years to:

**Name of Charity** AMERICAN QUARTER HORSE UK - Charity no: 297961

**Donations through subscriptions and to the general fund.**

I am a UK taxpayer and understand that if I pay less Income Tax and/or Capital Gains Tax than the amount of Gift Aid claimed on all my donations in that tax year it is my responsibility to pay any difference.

### My Details

Title \_\_\_\_\_ First name or initial(s) \_\_\_\_\_

Surname \_\_\_\_\_

Full Home address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Postcode \_\_\_\_\_ Date \_\_\_\_\_

### Please notify the charity if you:

- want to cancel this declaration
- change your name or home address
- no longer pay sufficient tax on your income and/or capital gains
- If you pay Income Tax at the higher or additional rate and want to receive the additional tax relief due to you, you must include all your Gift Aid donations on your Self-Assessment tax return or ask HM Revenue and Customs to adjust your tax code.

**January 2019**

**AGM 17<sup>th</sup> March 2019.**

**American Quarter Horse Association UK**

**AGENDA**

- 1 Chair opening remarks**
- 2 Apologies for Absence**
- 3 Minutes of the 2018 AGM and Matters Arising**
- 4 Accounts for 2018**
- 5 Council Report for 2018**
- 6 Resolutions**
- 7 Programme for 2019**
- 8 Announcement of Council**
- 9 Informal Open Forum until 5pm**

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