

## **NOTICE OF GENERAL MEETING**

**Tuesday 20th May 2024 at 11.00 am**  
**St John's Waterloo**

For the South Bank and Waterloo Neighbourhood Forum (SoWN) to be redesignated, as is required every four years, we are required to make certain relatively minor amendments to the Constitution. This requires approval by vote which may be either in person at the above General Meeting, or by the attached Proxy Form.

**IMPORTANT: Changes to the Constitution require at least 12 votes in favour, so if you are unable to attend in person we strongly request that you return the Proxy Form nominating either a named individual or the chair of SoWN to vote on your behalf.**

Note these changes to the constitution are the sole business of the General Meeting.

The amendments are as detailed on the agenda below.

(For the avoidance of doubt this is the Neighbourhood Forum established under the Planning Acts with its Neighbourhood Plan, rather than the quarterly Forum meetings).

### **AGENDA**

- 1. Apologies for absence**
- 2. To receive and approve the following amendments to the Constitution, as in the attached revised Constitution:**
  - a. Clause 1: Clarification that the Charitable Incorporated Organisation (CIO) is the South Bank and Waterloo Neighbourhood Forum.
  - b. Clause 3.1: Clarification that the Trustees shall establish a Neighbourhood Forum, rather than that they have the power to do so.
  - c. Clause 8.1.a: Clarification that any Elected representative for the South Bank and Waterloo Neighbourhood area is automatically a member of the CIO and Neighbourhood Forum.
  - d. Clause 8.5 Clarification that no membership fees will be charged for membership of the Neighbourhood Forum.
- 3. To formally agree that the Constitution applies to both the CIO and Neighbourhood Forum**
- 4. Any other business**



## PROXY VOTING FORM

Members who are not able to attend the GM may nominate another person to vote on their behalf, as long as they submit this Proxy Voting Form to the Secretary, David Clarson, 91 Walpole House, 126 Westminster Bridge Road, London, SE1 7UN, or by email to [mail@sowneighbours.org](mailto:mail@sowneighbours.org) at **least 2 clear days** before the date of the General Meeting - by 18th May 2025.

I (name) .....

OF (address) .....

being a Member of South Bank & Waterloo Neighbours (SoWN), hereby appoint:

(Name of proxy) .....

OF (address) .....

**OR** him/her failing, the Chair of the Meeting, Giles Goddard Chair of SoWN, to vote for me on my behalf at the forthcoming General Meeting.

SIGNED .....

DATE .....