



*Essex County Athletic Association*

Hon. Treasurer

Mr G. Chandler  
Heavitrees  
Moulsham Street  
Chelmsford  
Essex  
CM2 0JJ

Hon. Secretary

Mrs. C Levey  
22 Tavistock Close  
Romford  
Essex  
RM3 8HF

October 2021

Dear Secretary

**Annual General Meeting Monday 6<sup>th</sup> December 2021**

Notice is hereby given that the ANNUAL GENERAL MEETING of the ESSEX COUNTY ATHLETIC ASSOCIATION will be held on Monday 6<sup>th</sup> December 2021 in the clubhouse of CHELMSFORD AC, Chelmsford, Essex at 19:30 hours for the purpose of transaction the following business:

1. Apologies for absence
2. Minutes of the AGM held remotely via Zoom on 7<sup>th</sup> December 2020
3. Matters Arising
4. Presentation of Accounts
5. Presentation of Secretary's Report
6. Election of Officers and Executive Committee:
  - a) The President
  - b) The President Elect – Nominations
  - c) Life Vice Presidents & Life Memberships – Nominations
  - d) Honorary Treasurer
  - e) Honorary Secretary
  - f) Minute Secretary
  - g) Chair
  - h) Vice Presidents/Life Members (Elective 6)
  - i) Members 21 (includes 1 from the Essex County Schools Athletic Association)
  - j) Honorary Auditors
  - k) Honorary Trustees
7. Presentation of Trophies
8. Election of Officers for Executive Committee:
  - a) Track & Field Championship Secretary's
  - b) Track & Field Secretary
  - c) Track & Field Team Managers
    - Senior Men
    - Senior Woman

- U17 Women
  - U20 Women
  - U17 Men
  - U13 Boys
  - U13 Girls
  - d) Cross Country Secretary
  - e) Cross Country Team Managers
    - Female
    - Men
  - f) Road Running Secretary and Team Manager
  - g) Race Walking Secretary
  - h) Race Walking Association Representative
  - i) Easter Region AA Representative
  - j) Eastern Region England Athletics Representative
  - k) London Region England Athletics Representative
  - l) Officials Secretary
  - m) Championship Records Secretary
  - n) Trophies Secretary
  - o) School Liaison Representative.
  - p) Welfare Officers
9. Review of Essex County Athletic Association Constitution Law 15 c).  
Copy of Constitution attached.

All affiliated Clubs, Schools and Associations are entitled to send two representatives to the Annual General Meeting, each of whom shall have one vote. Nominations for the six elective Vice Presidents/Life Members to sit on the Executive Committee, Hon. Treasurer, Hon Secretary, Chairman and Twenty Ordinary Members must be made to the Hon. Secretary by 29th November 2021.

Your cooperation in completing the attached form giving details of your Club Secretary together with names of your representatives attending the AGM and your clubs nominations for the Officers and Executive Committee would be appreciated. Please remember that anyone nominated for any post on the Committee, including President Elect must have given their consent to stand prior to being nominated.

If you would like to add any matter to the Agenda can you please advise the Hon. Secretary by 22<sup>nd</sup> November 2021.

If any items are proposed a revised agenda will be sent out to all Club Secretaries by 29<sup>th</sup> November 2021.

Please note that after completing the AGM business, there will be no Executive Committee.

Claire Levey  
Hon. Secretary