

**INVITATION  
TO A  
CELEBRATION &  
ANNUAL  
GENERAL  
MEETING  
(A.G.M.)**

**Friday,  
30th  
November  
2007**

**12 noon  
to 2.00 p.m.**

**in  
St Mungo's  
RC Church  
Hall, Mar  
Street, Alloa**

Please let us know  
by **Friday,  
16th November 07**  
if you have any  
special dietary or  
access needs, or  
need to book a  
place in the  
crèche



**Registered Office:**

Community Training & Development Unit (Forth Valley) Limited  
CTDU, Bothkennar Centre for Citizen Education,  
Haughs of Airth, Falkirk FK2 8PP  
Tel 01324 832040 Fax 01324 832027  
email [mail@ctdu.org.uk](mailto:mail@ctdu.org.uk) Website: [www.ctdu.org.uk](http://www.ctdu.org.uk)

**Please join us to remember and celebrate the work we've done together this year and to hear our plans for the year to come.**

**REGISTRATION AND LUNCH from 12 noon**

**AGM BUSINESS from 12.45 p.m. to 1.15 p.m.**

**AGENDA**

**Welcome by Chair – Lorraine Kane**

- 1. Apologies**
- 2. Minutes of the AGM held on 30<sup>th</sup> November 2006**
- 3. Matters arising from the meeting on 30<sup>th</sup> November 2006**
- 4. Financial Statement**
- 5. Appointment of Auditors**
- 6. Nomination and election of the Board**
- 7. Annual Report presented by the Chair**

**1.15 p.m. to 2.00 p.m.**

**Presentations of our work this year from staff and members**

**Hope to see you there!**

**Please return to  
CTDU,**

Community Training  
& Development Unit  
(Forth Valley)  
Limited, Bothkennar  
Centre for Citizen  
Education, Haughs  
of Airth, Falkirk  
FK2 8PP

**I can/cannot** attend  
your AGM

Name

Organisation

**I do/do not** wish to  
be nominated for  
your committee

Do you have any  
special dietary or  
access requirements?

Please let us know  
by  
**Friday, 16<sup>h</sup>  
November 2007**  
if you have any  
special dietary or  
access needs, or  
need to book a place  
in the crèche  
(number and ages of  
children required)

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# ANNUAL GENERAL MEETING (AGM)

FRIDAY, 30<sup>th</sup> NOVEMBER 2007

12 noon - 2.00pm

In St Mungo's RC Church Hall, Mar Street, Alloa

We are looking for nominations for new members to our board. It is a partnership organisation of community and voluntary groups. If your organisation has someone who might be interested in hearing more about the Community Training & Development Unit and the board please let us know.

## NOMINATION FOR THE BOARD

Name of nominee .....

Organisation .....

Address .....

**I am willing to be appointed as a Director of The Community  
Training & Development Unit (Forth Valley) Limited –**

**Signature of the Nominee**

**Date:**

**Proposed by (an authorised member of the organisation the nominee  
is to represent on the CTDU board)**

Name: .....

Signature of Proposer .....

Organisation .....

**Seconded by (an authorised member of the organisation the nominee  
is to represent on the CTDU board)**

Name .....

Signature of Seconder .....

Organisation .....

# MEMBERSHIP APPLICATION - for the year December 2007 - December 2008

The Community Training and Development Unit (Forth Valley) Limited is a voluntary organisation established to provide community based training and development opportunities for community and voluntary organisations in priority groups and areas. The Unit is committed to enabling real participation of local people in determining the conditions which affect their lives.

**Full membership** is open to community and voluntary groups working in or on behalf of people in priority areas and groups in the Forth Valley.

**Associate membership** is open to any body which provides funds to CTDU and to community or voluntary groups operating outwith the Forth Valley.

## Membership fees

For the year December 2007 - December 2008, membership shall be **free** for community and voluntary groups working in or on behalf of people in priority areas and groups in Falkirk and Clackmannanshire.

Community and voluntary groups whose Council does not contribute to CTDU's core funds, i.e. Stirling and other areas outwith the Forth Valley, can apply to CTDU for free or reduced membership if they are unable to meet the membership charge of **£50** per year. CTDU's committee has discretionary power to reduce or waive the membership charge, depending on the financial resources available to the applicant and the level of services and resources the applicant requires from CTDU.



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Please complete and send to :

**The Chairperson, Community Training and Development Unit (Forth Valley) Limited,  
Bothkennar Centre for Citizen Education, Haughs of Airth, Falkirk FK2 8PP**

**TELEPHONE: 01324 832040 FAX: 01324 832027**

**email: [mail@ctdu.org.uk](mailto:mail@ctdu.org.uk) [www.ctdu.org.uk](http://www.ctdu.org.uk)**

**I/we** wish to apply for **full/associate membership**. **I/we** agree to support the aims of the Community Training and Development Unit.

Name (print):	Signed
Date:	Organisation
Email address:	Address
Telephone number:	Postcode
Fax number:	
Is your organisation an incorporated or an unincorporated body?	Are you applying for full or associate membership?