

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

**Thursday,
30th
November
2006**

**12 noon
to 3.00 p.m.**

**in
Falkirk Town
Hall (Lesser
Hall)**

Please let us know
by **Friday,
17th November 2006**
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 Website: 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

12.45 p.m. – 1.30 p.m.

Getting Our Voices Heard!

AGM BUSINESS from 1.30 p.m. to 2.00 p.m.

AGENDA

Welcome by Chair – Lorraine Kane

- 1. Apologies**
- 2. Minutes of the AGM held on 25th November 2005**
- 3. Matters arising from the meeting on 25th November 2005**
- 4. Financial Statement**
- 5. Appointment of Auditors**
- 6. Nomination and election of the board**
- 7. Annual Report – presented by Chair, staff and members**

**Talks, Turns, and CTDU Students Report.
from 2.00 p.m. to 3.00 p.m.**

**Hope to see you there best wishes from
CTDU**

**Please return to
CTDU,**

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

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ANNUAL GENERAL MEETING (AGM)

Thursday, 30th NOVEMBER 2006
12 noon - 3.00pm
In Falkirk Town Hall (Lesser Hall), West Bridge Street, Falkirk

I can / cannot attend
your AGM

Name

.....
.....

Organisation

.....
.....

.....
.....

.....
.....

.....
.....

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

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:

Do you have any
special dietary or
access requirements?

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

Name:

.....

Signature of Proposer

.....

Organisation

.....

Please let us know
by
**Friday, 17th
November 2006**
if you have any
special dietary or
access needs

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 2006 - December 2007

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 out with the Forth Valley.

Membership fees

For the year December 2006 - December 2007, 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 out with 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.



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 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?