

## NOTICE OF ANNUAL GENERAL MEETING

**Company No: 07562918**

**NOTICE IS HEREBY GIVEN** that the Annual General Meeting of the HISP Multi Academy Trust will be held on: **Monday 2<sup>nd</sup> December 2024 at 6.30pm**

at: **HISP Offices, Winchester Road, Chandlers Ford, Eastleigh, SO53 2DW**

### AGENDA

	Agenda Item	Document	Purpose/Action	Lead
1.	<b>Welcome and Introductions</b> To welcome those present			Chair
2.	<b>Procedural Items</b> 2.1 Apologies for absence 2.2 Confirmation of Quorum 2.3 Declarations of interest for this meeting			Clerk
3.	<b>AGM Minutes</b> To approve the minutes of the AGM held on 4 <sup>th</sup> December 2023	<i>AGM Minutes 04.12.2023</i>	<b>Approve</b>	Chair
4.	<b>Annual Report and Finance Statements</b> To receive the Annual Report and Financial Statements	<i>Annual report and Financial Statements for 2023/24</i>	Receive/Note	Executive Director of Finance
5.	<b>Appointments</b> To approve the appointment of: 5.1 Members 5.2 Trustees		<b>Approve</b>	Chair
6.	<b>Governance Update</b> To receive an update from the Chair of Trustees	<i>Presentation</i>	Receive	Chair of Trustees
7	<b>CEO Update</b> To receive an update on the Trust from the CEO	<i>Presentation</i>	Receive	CEO

**The Annual General Meeting is convened at the request of the Board of Trustees**

**Any Member may appoint a proxy to attend the meeting and vote on their behalf. Any proxy must be notified in writing**

Kate Lewis – Governance Lead  
**on behalf of the Trustees**

