



February 2024

Letter from the CMCC Board of Trustees

## Notice of 2024 Annual General Meeting

Assalaamu' Alaikum Dear Members

I am pleased to inform you that the Annual General Meeting ('AGM' or 'Meeting') of Canterbury Cultural Centre ('CMCC') is to be held on the Upper Prayer Hall at CMCC, 1 Giles Lane, Canterbury, Kent CT2 7LT at 9:30am on Saturday 27 April 2024.

### Notice and business of Meeting

The Notice of Meeting ('Notice'), including the 5 Resolutions to be proposed at the AGM and the explanatory notes on each of them, follows this letter.

### Engagement and format of Meeting

The Meeting will be conducted in person to give you the opportunity to meet with us in person, ask questions you have about the Meeting and vote on the resolution. You can also send us your questions relating to the Meeting and its business in advance to [info@canterburymosque.com](mailto:info@canterburymosque.com) include the reference 'AGM 2024' in the subject title of your email.

### Your Vote

**Your vote is important to us. In advance of the Meeting please update your Membership details by visiting [www.canterburymosque.co.uk/membership/](http://www.canterburymosque.co.uk/membership/) Only registered members of CMCC, who are at the time of AGM over the age 18 years are able to vote at the Meeting. You can vote at the Meeting by you attending the Meeting in person and voting.** As part of our equality and diversity polices non-members may attend the Meeting as observers. Please note non-members are not permitted to ask questions or take part in voting at the Meeting.

### Recommendation

Your Committee and Trustees, consider that the Resolutions to be proposed at the AGM promote the success of and are in the best interests of CMCC and its members as a whole. We therefore unanimously recommend that you vote in favour of all Resolutions as we intend to do in respect of own duty and care for CMCC.

Yours sincerely,

Nihad Tamini, Sinan Rawi, Ramzan Ultan, Naz Bashir  
Board of Trustees  
5 February 2024



## Notice of 2024 Annual General Meeting

Notice is hereby given that the 2024 Annual General Meeting ('AGM' or 'Meeting') of Canterbury Cultural Centre ('CMCC') is to be held on the Upper Prayer Hall at CMCC, 1 Giles Lane, Canterbury, Kent CT2 7LT at 9:30am on Saturday 27 April 2024 for the transaction of the business set out by way of the Resolutions listed below.

### Ordinary Resolutions Accounts and Reports

1. To receive the accounts of CMCC for the financial year ended 31 December 2023.

### Election and re-election of Committee

Subject to the passing of the Resolution 7 set out in the Notice of the 2024 Annual General Meeting of CMCC in pursuant to Section C Article 7 (Amendment) the following additional roles are included to the CMCC Committee:

2. To elect [nominee] as Women Affairs Officer of CMCC
3. To elect [nominee] Marketing & PR Officer of CMCC
4. To elect [nominee] as Property and Infrastructure Officer
5. To elect [nominee] Events & Fund-Raising Officer

Increasing the Committee Members to a total of nine (9)

### Re-appointment of Accountants

6. To re-appoint Dynamix Group as accountants for CMCC

### Special Resolutions

7. Addendum to the Founding Constitution of CMCC

By the Grace of Allah SWT and the efforts you as Members, our Muslim community has increased by well over 50% with the welcoming of Muslims who have chosen Canterbury as their new home. Regular Friday congregations attracts well over 500 people from diverse nationalities. With this increased capacity of people using CMCC services, CMCC requires additional resources and a dedication of volunteers /staff to accommodate our current and future needs.

- a. Subject to passing of this Resolution 7 set out in the Notice of 2024 Annual General Meeting of CMCC, the Committee and Trustees be given the authority to expand the committee with additional four (4) specific roles which are listed above in Resolutions :2,3,4 &5.



- b. Subject to passing this Resolution 7 set out in the Notice of 2024 Annual General meeting of CMCC, the Committee and Trustees be given the authority for maintaining governance, to see through short- and medium-term objectives that are in place from time to time to completion or to stage of organised/timely handover a Committee Member shall serve no more than two (2) consecutive terms, each term being a of three (3) years.
- c. Subject to passing this Resolution 7 set out in the Notice of 2024 Annual General meeting of CMCC, the Committee and Trustees be given the authority for maintaining governance, to see through short- and medium-term objectives that are in place from time to time to completion or to stage of organised/timely handover a Trustees shall be elected by the at an AGM by a ballot every four (4) years. Trustees shall have no more than two (2) consecutive terms.

## Important Information

### Voting at the AGM

Voting at the AGM on all Resolutions and any other matters, except for procedural matters, will be conducted on a poll. The Committee and Trustees believe this produces more democratic results, as all Members voted at the Meeting.

### Right to attend and vote

Pursuant to the Articles of the Constitution all Members who are registered have the right to vote.

### Members' rights to ask questions

All Members attending the Meeting have the right to ask questions. To be fair to all Members who wish to ask a question, you are requested to ask only one question which is relevant to the business of the Meeting. If asking a question, please be prepared, to give your name before asking your question.

The CMCC must cause to be answered any question which relates to the business of the Meeting but no answer need be given if: (a) to do so would interfere unduly with the Meeting or involve the disclosure of confidential information; (b) the answer has already been given on a website in the form of an answer to a question; or (c) it is undesirable in the interests of the CMCC or the good order of the Meeting that the question be answered. Where questions asked are not answered for the good order of the Meeting, the Trustees will endeavour to answer such questions by publishing responses on the CMCC website as soon as is practicable after the Meeting. The Chair of the Meeting may also nominate a CMCC representative to answer a specific question after the Meeting or may refer the Member to CMCC's website.

A copy of this Notice, and other information required can be found on CMCC's website.