



London, 29 June 2020

To: Members and Friends of the Swiss Church in London

### **Notice of Annual General Meeting 2020**

Dear Members and Friends,

I am pleased to inform you that the Annual General Meeting will be held on **Sunday 19 July 2020** at 11:00 a.m. by Zoom conference. It will **be** a closed meeting conducted in accordance with the Government's emergency legislation for holding AGMs during the Covid-19 lockdown. For the meeting to be valid and meet all the legal obligations it will be essential for a minimum of two members to be present to form the minimum quorum, hence the appeal for two members to attend the meeting via Zoom. Please let the Minister know by email ([carla.maurer@swisschurchlondon.org.uk](mailto:carla.maurer@swisschurchlondon.org.uk)) if you are able to attend by the 8<sup>th</sup> of July. In the event that there is more than ten volunteers it will be a matter of first come first served. However, members are strongly recommended to use their votes and make their voice heard by returning the Proxy form which is being sent with this Notice. Proxy forms should be return to Reverend Carla Maurer, Swiss Church In London Vicarage, 1 Womersley Road, London N8 9AE or by email- [carla.maurer@swisschurchlondon.org.uk](mailto:carla.maurer@swisschurchlondon.org.uk)

The meeting will only include the formal business of the AGM and the minutes will follow at a later date in the normal way for approval at the AGM in 2021.

The agenda, together with the financial extracts from the Trustees Report and Financial Statements for the year ended 31 December 2019, are attached for UK residents. The minutes of the 2019 AGM and the Statutory Annual Reports and Financial Statements for the year ended 31 December 2019 will be tabled at the meeting. The minutes of the 2019 AGM will also be sent to members. The full Trustees Report for 2019 and all AGM documents can also be viewed on our website:

<https://swisschurchlondon.org.uk/downloads/>

or be requested from our office as well.

Proxy forms can also be downloaded from the above website.

Yours sincerely,

Yvon Tse  
Company Secretary

The Swiss Church in London · 79 Endell Street · London WC2H 9DY

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A Company limited by Guarantee, registered in England & Wales, no 4454591. Registered office as above. A registered Charity no 1094992

Enclosed

- Agenda (for members)
- Minutes AGM 2019
- Financial extracts from Trustees' Report and Financial Statements for the year ending 31 December 2019 (for members)
- Proxy forms
- Financial contribution form

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