

Musical Museum AGM

30/01/2025

To All Musical Museum Members

Notice is hereby given that the Annual General Meeting of the Musical Museum for the year ending March 31 2024 will be held on

3 March 2025 from 11 am at the

**Musical Museum
399 High Street
Brentford
TW8 0DU**

Questions for the trustees should be sent via post to The Musical Museum, 399 High Street, Brentford. TW8 0DU

To ensure the AGM has a quorum and that you have a vote, if you are unable to attend, you must appoint a Proxy by using the form below:

PROXY VOTING FORM – ANNUAL GENERAL MEETING

1. (name).....
.....

of
(address).....
.....

.....
.....

As a member of the Musical Museum wish to nominate

(name or write
Chair)..... to act as
my Proxy at the meeting

Please sign and date the form:

Signature..... Date.../.../....

This form must be received by the Musical Museum, 399 High Street, Brentford. TW8 0DU at least 48 hours prior to the start of the meeting.

AGENDA

for the ANNUAL GENERAL MEETING of the **Musical Museum**
to be held on **Monday, 3rd March 2025** at **11.00am** taking place at
The Musical Museum, 399 High Street, Brentford TW8 9LN

1 Introduction and Housekeeping

0. Apologies

0. Minutes of the Previous Meeting

3.1 Approval as a True and Accurate Record of the Meeting

3.2 Matters Arising from the Minutes Not Covered Elsewhere on the Agenda

4 EXECUTIVE REPORTS:

4.1 Chair's Report

4.2 Finance & Accounts:

4.2.1 Treasurer's Report (including Year-to-Date Finances for 2024-25).

4.2.2 2024 Accounts:

(a) To receive the Accounts for year-ended 31 March 2024, as previously approved by the Executive Committee. Available online from the Charity Commission Website [The Charity Commission - GOV.UK](https://www.gov.uk/guidance/the-charity-commission) at [THE MUSICAL MUSEUM - 802011](https://www.gov.uk/guidance/the-musical-museum-802011)

(b) To receive the Independent Examiner's Report on 2024 Accounts

4.2.3 Appointment of Independent Examiner for 2025 Accounts

4.3 Secretary' report:

4.3.1 Report on Membership

4.3.2 Appointments and resignations from board of trustees

4.3.2 (i) Ratification of appointment of Rowland lee to board of trustees

4.3.2 (ii) Ratification of appointment of Matthew Bason to board of trustees

4.3.2 (iii) Vote of appreciation on resignation of Joyce Tang board of trustees

5 Special Resolution for conversion to Charitable Incorporated Organisation

6 Any Other Business (AOB)