

The Kennet & Avon Canal Trust

Guidance on the conduct of the AGM for those attending by electronic means.

1. Members should join the meeting using the following Zoom link:

<https://us02web.zoom.us/j/88093310718?pwd=a3hDMTBTczlwHJvdERRQm50dUMvdz09>

2. The virtual meeting room will be opened at 10.00 to allow attendees to gain access in a timely manner prior to the commencement of the AGM at 10.30.
3. In order to facilitate the smooth running of the meeting, members attending by electronic means are invited to submit any questions on the Council's Report and Accounts and the revised Articles of Association to the Secretary (secretary@katrust.org.uk) in advance of the AGM. These will then be addressed during the proceedings of the AGM by the relevant Trustee. Members will also be invited to ask questions during the meeting at appropriate points in the proceedings.
4. Voting at the meeting will include online poll; this will be facilitated by the video conferencing functionality and the process will be explained to those attending prior to voting on the Ordinary and Special Resolutions. Results of the poll will be shared on screen with all those attending immediately after each vote.