



## OXFORDSHIRE FA ANNUAL GENERAL MEETING - 27 JUNE 2024

Notice is hereby given that the Annual General Meeting of the Oxfordshire Football Association Limited will be held at Kidlington Football Club, Yarnton Road, Kidlington, Oxfordshire OX5 1AT on Thursday 27 June 2024. The meeting will be conducted by Chair, David Tutton and will commence at 6:30pm prompt.

Attendance is always on a strictly one member, one vote, basis. There can only be one attendee for each Oxfordshire FA affiliated member club or league.

To ensure that only Oxfordshire FA members attend and can vote at this Annual General Meeting, you will need to register your intention to attend or vote by proxy by 12 noon on Tuesday 4<sup>th</sup> June via the link below:

### AGM Attendance & Proxy Vote Registration

To access the meeting, you will need to have first completed that registration form and then show your photo ID at the door so that you can be given a voting indication paper to use when a vote is taken.

Any member who is not attending and has registered to vote via proxy beforehand must submit their vote online using the form provided by 12 noon on Wednesday 26<sup>th</sup> June. If you have appointed a proxy, they can gain admission by showing their identification which must match the proxy attendance form required to be received by the OFA the day before the meeting.

### AGM Timetable

- **4<sup>th</sup> June:** (12pm) Attendance and Proxy Vote Registration Deadline
- **4<sup>th</sup> June:** (12pm) Deadline for Elected Director Nominations
- **26<sup>th</sup> June:** (12pm) Deadline for Proxy Votes
- **27<sup>th</sup> June:** (6:30pm) AGM Held

The AGM Agenda will be:

## AGENDA

### ITEM ONE: Welcome by the Chair, David Tutton

### ITEM TWO:

**Resolution 1:** To formally approve the minutes of the last Oxfordshire FA General Meeting held on Wednesday 7 June 2023, which can be downloaded from our website.

**Resolution 2:** At the start of the 2023/2024 financial year on 1 July 2023 our new Chief Executive, Jonathan Duckworth inherited a forecasted budget loss of £70,000 for the 2023/2024 financial year. By the end of the current financial year on 30 June 2024 our accountants now forecast that the inherited deficit will have been successfully cleared with a financial break-even achieved.

Article 23 of the current Oxfordshire FA Articles of Association requires that “an Annual General Meeting shall be held in each financial year”. In order to ensure that the Annual Accounts can be properly prepared and audited as appropriate so that in future they can be presented at each Annual General Meeting it is proposed that that the wording of Article 23 is changed to “an Annual General Meeting shall be held within two months of the end of each financial year”. With this

resolution change the 2023/2024 Annual Accounts will then be able to be prepared for publication by the end of August 2024.

**Resolution 3:** To consider the following proposed amendments with effect from the date they are voted upon at the 27 June 2024 Annual General Meeting to the current Oxfordshire FA Articles of Association which will then ensure that the Oxfordshire FA is fully compliant with the FA Code of Governance requirements:

- a) To remove Article 16.3 which currently restricts our Inclusion and Advisory Group Chair to only being an Observer rather than having equal voting rights as all the other Oxfordshire FA Board Members.
- b) To introduce an additional Article 17.4:

"All Independent Directors must be appointed in accordance with Article 16.1.2 and on 3-year terms, which may only be further extended with the written endorsement of the Nominations Committee and for a further 2 such 3-year terms from the date of their ratification at the Board Meeting immediately following the first Annual General Meeting at which such terms are introduced."

**Resolution 4:** In accordance with the following Oxfordshire FA Articles of Association, an Elected Director is defined as having been appointed:

"16.1.1 From amongst such persons as the Association members may by ordinary resolution appoint who are willing to act as a director and who are members of an Oxfordshire Football Association focus group and/or sub-committee and/or who have been nominated as such by members from amongst its own members and/or officials;

16.1.3 at the end of any three-year term served by an Elected Director, the Board shall seek nominations from members for the relevant number of positions to be elected. Existing elected directors will be automatically considered for re-election unless they have indicated a wish not to be so considered or have served the maximum number of terms permitted under these Articles. A vote of members shall be held and that nominee, or nominees based on the number of positions to be filled, with the highest number of votes shall be elected. In the event of a tie, then a further ballot shall be held with only those nominees involved in that tie being voted upon. Voting will normally take place prior to the General Meeting held to confirm appointments."

CV applications to be considered as candidates for the Elected Director role having been sought with this notice in accordance with Article 16.1.3 and as detailed on the Oxfordshire FA website and related correspondence, need to be received by a closing date of 12 noon on 4 June 2024. Any appointment will then need to be confirmed by a vote taken at this Annual General Meeting.

A copy of the current Oxfordshire FA Articles of Association can be accessed [here](#).

## **ITEM THREE: ANY OTHER BUSINESS AS ALLOWED BY THE CHAIRMAN**

**CLOSE**