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**PRELIMINARY AGENDA**

Welcome and introductions

1. Apologies for Absence
2. Minutes of the previous Annual General Meeting held on 12 March 2014

 (AGMs held on 11 March 2015 and 24 February 2016 were inquorate)

1. Election of the following Branch Officers:

 Branch Chair Branch Secretary

 Assistant Branch Secretary Branch Vice-Chair

 Branch Negotiator Branch Treasurer

 Communications Officer Education Co-ordinator

 Equalities Officer Health and Safety Officer

 International Relations Officer Labour Link Officer

 Lifelong Learning Co-ordinator Membership Services Officer

 Retired Members Secretary Sports and Social Officer

 Welfare Officer Womens’ Officer

 Young Members Officer

1. Ratification of Stewards and Workplace Representatives
2. Branch Treasurer’s Financial Statement and Annual Report
3. Honoraria – to approve the payments for 2016 as recommended by the Branch

 Committee

1. Annual Report
2. Motions
3. Amendment to Branch Rules
4. Branch Organising Plan and Key Objectives for 2016