

NOTICE OF THE ANNUAL GENERAL MEETING 2025

The AGM this year will be held on **Wednesday 03 December 2025** online (Zoom), commencing at 10.00 am.

All members are welcome to attend and we hope you are able to join us online. You are required to register to join the meeting via [World Heritage UK 2025 AGM | World Heritage UK](#) with name and membership status (Voting, Associate, Individual, or WHUK Trustee). Once registered you will receive confirmation with the link to join the meeting.

The AGM provides an important opportunity to hear about the activities of World Heritage UK over the last year, and to consider the business matters of the organisation. There will be time for discussion and questions.

There are four reports with this Notice and they are: -

- Draft Minutes of the WHUK AGM of 04 December 2024
- Trustees' Annual Report incorporating the Treasurers Report and Accounts
- Membership Fees 2026-27
- Statements of Candidates standing for Election and Re-election

AGENDA

Welcome: Paul Simons, Chair: World Heritage UK, and Apologies received

1. Approval of Minutes of AGM 2024, and any matters arising: Amanda Chadburn, Secretary
Resolution: to approve the Minutes of the AGM held on 04 December 2024
2. Trustees' Annual Report and Accounts:
Annual Report on Activities for 2024/25 – Paul Simons, Chair
Treasurer's Report and Accounts – Justin Scully, Interim Treasurer
Resolution: to approve the Trustees' Annual Report (2024-2025) and the Treasurer's Report and Accounts (2024-2025)
3. Membership Fees for 2026- 2027: Justin Scully, Interim Treasurer
Resolution: to approve the recommendations to raise the membership fee as stated in the report
4. Elections to the Board: Amanda Chadburn, Secretary
Resolution: to agree that the following named candidates are elected 'en bloc' to the Board. That is Ashleigh Taylor, Steve Ratcliffe and Amanda Chadburn are re-elected to the Board for their second three-year term, and that Graham Neville, Michael Burton and Tim Stanley are elected for their initial three-year term
5. A.O.B.
Please inform the Secretary of any questions or matters for discussion by the end of business on Monday 01 December 2025

Explanatory Notes on Voting

Voting members and trustees are invited to take part in voting on decisions to be made at the AGM. Please use your vote. It is important and will ensure a quorum at the Meeting and validate the decisions taken.

The eligible voting membership of World Heritage UK comprises organisations that play a “primary role” in managing a WHS, or those that are preparing a nomination for a Tentative List WHS, or any Local Authority that has the whole or part of a WHS within its administrative area. Each member will appoint a representative who will be able to vote at the AGM. Voting members’ membership fees must have been paid for this year (2024-2025) in order to cast a vote. If there are any persons who are uncertain of their voting status, please contact our General Manager on alex.mccoskrie@worldheritageuk.org. All current Trustees are Voting Members.

Representatives of Voting Members, and Trustees, will be invited to vote on items 1, 2, 3 and 4. The voting for all items will take place using the Zoom poll function. Representatives of member organisations who cannot be present at the online meeting and who wish to record a vote can use the Absentee Voting Form as set out below.

ABSENTEE VOTING

Absentee Voting Format for Agenda Items 1, 2, 3 and 4.

To vote by email in advance of the online AGM, please use the format set out below, inserting names as required and deleting what is not applicable:

1. (name of member organisation) wishes to vote by Proxy/email;
2. I (Insert name) am authorised to vote on behalf of (name of member organisation) as follows:

Item 1: Minutes:	agree/reject/abstain
Item 2: Receive Trustees’ Annual Report / Finance Report:	agree/disagree/abstain
Item 3: Report on proposed change to Membership Fees:	agree/reject/abstain
Item 4: Six candidates are elected ‘en bloc’ to the Board: or, if disagree, vote individually for:	agree/disagree/abstain

	YES	NO
Michael Burton		
Amanda Chadburn		
Graham Neville		
Steve Ratcliffe		
Tim Stanley		
Ashleigh Taylor		

Date:

Signature (your name is accepted):

This information MUST reach the Secretary c/o alex.mccoskrie@worldheritageuk.org by end of business Monday 01 December 2025.

We look forward to seeing you online at the AGM.

Amanda Chadburn Secretary: World Heritage UK