

# Valerie Taylor Trust

Supporting the work of Valerie Taylor in Bangladesh

16<sup>th</sup> March 2009

To all Members and Supporters of the Valerie Taylor Trust

## **ANNUAL GENERAL MEETING AND SUPPORTERS MEETING – 2009**

**Saturday 9<sup>th</sup> May 2009**

**Toynbee Studios, 26 Commercial Street, London E1 6AB**

Tea and coffee will be available from 2.00 pm and the meeting will start promptly at 2.30 pm.

1. After the AGM – Chairman's Welcome and Statement, Presentation of Accounts, Election of Trustees and Administrator's Report – there will be:
  - An update on Valerie's work in Bangladesh from Philomena Commons who will have returned from Bangladesh a few days earlier.
  - The personal experiences of a recent volunteer at CRP
  - Some thoughts and challenges on future fundraising activity.
  - The opportunity to discuss your views on the progress and direction of VTT; to chat with old friends; and to buy CRP Cards.
2. If you plan to attend please **complete and return the Reply Slip on the reverse of this letter.**

## **TRUSTEES**

3. The current VTT Trustees are listed at the bottom of this letter. In accordance with our Constitution, three Trustees must stand down each year but are eligible for re-election by Members of VTT. Elected member trustees, Philomena Commons and Ben Clackson will stand down at the AGM. Both will be standing for re-election. As a co-opted member to the management committee, Wendy Best automatically stands down as a trustee at the AGM.
4. However we would welcome more Trustee nominees: VTT has no paid staff so all our planning and administrative work falls to the Trustees and our volunteer Administrator. Full details of the nomination procedure are included with this letter.

Continued over...

**Trustees:** Bertie Woolnough CBE (Chairman) Michael Woodley (Treasurer) Catherine Hall (Secretary) Fahmida Begum Wendy Best Ben Clackson  
Philomena Commons Mokhtar Hussain David Newall OBE  
**Administrator:** Chris Hall: 115 Penn Place, Rickmansworth, Hertfordshire, WD3 1QQ  
T:07967 711235 W:valerietaylortrust.org E:admin@valerietaylortrust.org

Registered Charity Number 1122245

HOW TO GET TO TOYNBEE STUDIOS

5. The nearest tube stations are Aldgate East (2 mins walk) and Aldgate (5 mins walk). There is no parking at Toynbee Studios but there is some limited street parking as well as private car parks. There is no congestion charge in London on Saturday. Full venue details are included with this letter.

FUTURE VTT CONTACT AND REGISTERED CHARITY ADDRESS

6. Our administrative team is in the process of changing with Brian Woodgate becoming our new administrator. Fortunately Chris Hall will continue to support him and we also welcome Christine Coyne to the team. Please note the **new administration address** from 9<sup>th</sup> May 2009 will be **4 Wilberforce Road, Coxheath, Maidstone, Kent ME174HA**. The email address remains the same and our new contact telephone number will be 01622 743011. Full details are also in the Spring 2009 Newsletter.

**This year is very special to Valerie's work in Bangladesh as it is the 30<sup>th</sup> Anniversary of the founding of CRP. I do hope that you will be able to join us on the 9<sup>th</sup> May**

Yours sincerely,



Catherine Hall  
Secretary, Valerie Taylor Trust

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PLEASE COMPLETE, CUT OFF AND RETURN

- I will be attending the Annual General Meeting at Toynbee Studios in London on Saturday 9<sup>th</sup> May 2009.

Name \_\_\_\_\_ Membership Number \_\_\_\_\_

Please return to: The Administrator, Valerie Taylor Trust, 115 Penn Place, Rickmansworth, Hertfordshire, WD3 1QQ

# To be proposed as an officer or trustee

If you wish to propose someone for election, please ascertain that person being proposed is willing to serve.

The following regulations apply:

1. The person to be proposed must be a member of the Valerie Taylor Trust.
2. The proposer must also be a member of the Valerie Taylor Trust.
3. The proposal must be received by the administrator seven days prior to the date of the annual general meeting.
4. The proposal must include the following:
  - a. The name and address of the member who is willing to become a trustee.
  - b. The position being stood for (chairman, secretary, treasurer or other trustee).
  - c. The signature of the member who is willing to become a trustee.
  - d. The name and address of the proposer.
  - e. The signature of the proposer.

## Example

To the Administrator, Valerie Taylor Trust

Please accept this as notice that Mr John Doe, 115 VTT Cottages, Anytown, GD4 6WD wishes to stand for election as a trustee [or chairman or secretary or treasurer] of the Valerie Taylor Trust.

I, Mrs Joanna Doe, 115 VTT Cottages, Anytown, GD4 6WD propose this appointment.

*John Doe*

*Joanna Doe*

Mr John Doe

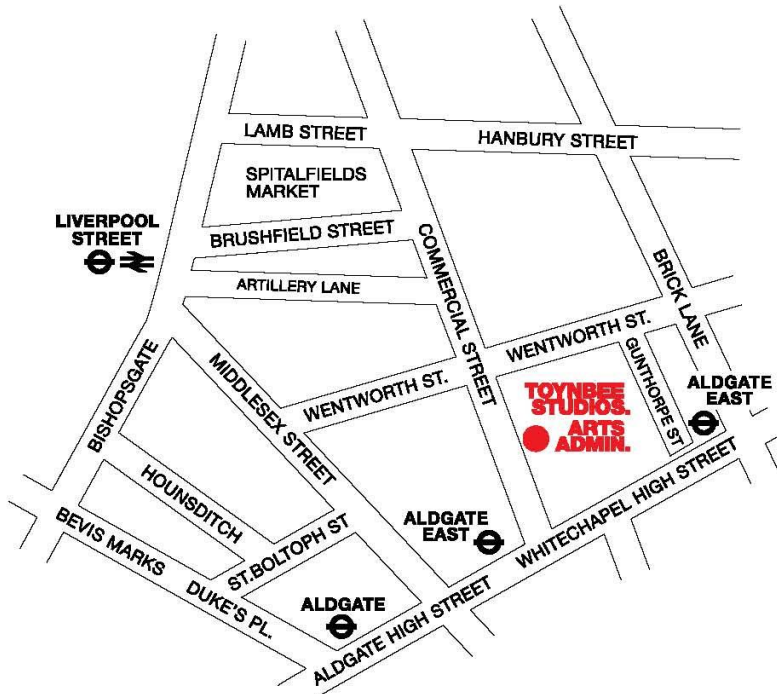
Mrs Joanna Doe

Membership Number 6856

Membership Number 6857

# ARTSADMIN TOYNBEE STUDIOS

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## TOYNBEE STUDIOS

28 Commercial Street  
London  
E1 6AB

T +44 (0)20 7247 5102

## GETTING HERE

Toynbee Studios is part of the Toynbee Hall complex at 28 Commercial Street near Aldgate East in London.

### By tube

Aldgate East - District/Hammersmith & City lines - approx. 2 minutes walk

Aldgate - Metropolitan/Circle lines - approx. 5 minutes walk

Liverpool Street - Metropolitan/Circle/Central/Hammersmith & City lines - approx. 10 minutes walk

### By bus

Number 67 stops on Commercial Street outside Toynbee Studios

Numbers 15, 25, 115, 209 & 254 pass the bottom of Commercial Street along Whitechapel High Street

Numbers 40, 42, 78 & 100 stop at Aldgate

Numbers 8, 26, 35, 43, 47, 48, 78, 149, 242 & 388 stop on Bishopsgate

Numbers 11, 23, 42, 133, 141, 214, 271 & 344 terminate outside Liverpool Street Station

### By rail

Toynbee Studios is within walking distance of Liverpool Street (10 mins) and Fenchurch Street (15 mins) mainline rail stations, and Tower Gateway Docklands Light Railway station (15 mins).

### By car

Toynbee Studios is outside the congestion charge zone in Central London. Commercial Street is one of the perimeter roads, and cars can use the street without charge. However, parking is limited in the area, and local private car parks can fill up quickly. There is no parking at Toynbee Studios for any users of the building.

### By bicycle

There is plenty of space on the approach to the courtyard at Toynbee Hall for securing bicycles.

## ACCESS

Toynbee Studios is fully accessible to wheelchair users with lifts to all floors. The theatre is fitted with an infra red audio system. Parking for disabled badge holders is available by prior arrangement.