



St Margaret's Chapel Guild AGM 2025

9 October 2025

Dear Member,

Notice is given that the Annual General Meeting of St Margaret's Chapel Guild will take place on Monday 17th November 2024 at 2pm at Edinburgh Castle, Edinburgh.

The AGM will be preceded by three services for Guild members at St Margaret's Chapel at 10.30, 10.55 and 11.20am. Attendance for these will be on a first come, first served basis. There will also be a service at 11.45am for invited guests. A lunch of soup and sandwiches plus selected drinks will be served at 12.30pm and members can sit where they choose.

Coffee and tea will be available to purchase throughout the morning in the Queen Anne Room. We can accommodate dietary requirements – please let us know of any on the reply form.

A courtesy bus will run between 10 - 12.15 and again between 2.45 - 3.45. Members with blue badges who would like to park on the Castle Esplanade should indicate that on their reply forms so we can notify Historic Environment Scotland. Please be advised that the number of spaces available are extremely limited and are allocated on a first come, first served basis. We would kindly remind members that the conditions underfoot can often be challenging at this time of year, particularly on cobbles. Please do get in touch with me or any other member of the Committee if you might benefit from some informal assistance.

Members should register at the desk in the glass corridor in the Queen Anne Room on arrival.

The AGM papers attached comprise:

- The Convenor's Report
- Minutes of the AGM 2024
- Agenda for the AGM 2025
- The Guild Accounts
- Details of the proposed charitable donations for this year.

You will see that, through a combination of generous member gifts, the installation of the Tap and Pay device in the Chapel, and excellent use of the Gift Aid system as suggested by our Guild Treasurer, our donations have increased dramatically over the past year. As such, the Committee has decided to increase our charitable donations to a maximum of £10,000. As part of this, there are funds available up to £2,500 for charities nominated by Guild members themselves, up to a maximum of £500 each. We would be delighted if Guild

members could use the reply form to nominate any charities they'd like to be considered for a donation.

Reply forms should be completed and returned either by email or post to the Treasurer, Margaret Williamson, no later than 7^h November 2025. Her contact details are on the form itself.

Any competent items of business to be raised under Any Other Business on the Agenda should be submitted to me in writing please by 12 noon Monday 10th November. Due to time constraints on the day, please keep the subject matter description as brief as possible (one sentence ideally) and any substantive matters will be referred to the Executive Committee by the Chair for further consideration after the AGM.

There will be a sales table with Guild jewellery on display. The card designed for the Guild by Margaret Betts will also be available to buy at £2 per card, or £10 for six cards. We can accept cash or card.

We warmly welcome any donations towards the running of the AGM. The member cost for the day contributes to us being able to thank our guests with a complimentary lunch, however the Guild pays for the courtesy bus from our own funds. If you would like to donate to the Guild to assist with the AGM expenses and the Guild's funds generally, please indicate on the reply form. You can also make donations on the day if you would like. Please fill in the Gift Aid declaration if appropriate.

We are delighted that the following members have indicated their willingness to stand for election to the Executive Committee:

Margaret Crawford as Membership Secretary
Margaret Clark as Flower Supervisor.

If there are other nominations from members, please complete the reply form as shown.

Fiona Pigott will stand for the Convenor position to replace Hazel Dunn, who will stand down at the AGM.

Should you require any further information, I will be happy to help.

With all good wishes,

Holly Williams

Secretary
St Margaret's Chapel Guild