



Affiliated to N.O.D.A



The Shinfield Players Theatre
Whitely Wood Lane
Reading
RG2 9DF

2nd August 2026

NOTICE OF SHINFIELD PLAYERS THEATRE CIO ANNUAL GENERAL MEETING 2026

Notice is hereby given that the Annual General Meeting (AGM) of the Shinfield Players Theatre CIO will be held at the theatre on Thursday 3rd September 2026 at 7:30pm. All members and friends of SPT are welcome to attend, but only full members may vote. Youth Group members are also welcome to attend but may not vote.

SPT was registered as a Charity Incorporated Organisation (CIO) on 1st January 2014 with a new constitution as agreed by the members at the AGM held on 12th September 2013. As defined in the constitution clause 13.1: "At every annual general meeting of the members of the CIO, one-third of the Charity Trustees shall retire from office" and clause 13.2: "The Charity Trustee to retire by rotation shall be those who have been longest since their last appointment or reappointment. If any Trustees were last appointed or reappointed on the same day those that retire shall (unless they otherwise agree amongst themselves) be determined by lot".

On 1st January 2014, all Trustees took office on the same date. The Trustees agreed that each year one executive officer and one third of the ordinary members of the committee will stand down. Each retiring Trustee can choose to stand for re-election by the membership for a further three years.

The Charity Trustees for 2025/2026 were:

<i>Cate Naylor</i>	<i>Chair</i>
<i>Sandra Miall</i>	<i>Secretary</i>
<i>Sue Gowen</i>	<i>Treasurer</i>
<i>Maggie Smith</i>	<i>Trustee (Productions)</i>
<i>Graeme Rhodes</i>	<i>Trustee (Marketing)</i>
<i>Neil Coupland</i>	<i>Trustee (Facilities)</i>
<i>Heidi Ashton</i>	<i>Trustee (Front of House)</i>
<i>Lucy Watkins</i>	<i>Trustee (Membership)</i>
<i>Sharon Young</i>	<i>Co-opted (Fundraising)</i>

The following Trustees are standing down having completed their terms, given their resignation, or are co-opted.

Sue Gowen – Is standing down, having reached the end of her 9 year term in office, but is willing to be co-opted as treasurer for the next year if there are no other nominations.

Maggie Smith - Is standing down

Sharon Young- Was co-opted onto the committee in March 2026 and is standing for election as a trustee.

Sandra Miall- Is standing down, in order to offset the executive officer terms of office, but is happy to re-stand as Secretary.

There are four vacancies on the committee for theatre trustees for the forthcoming 2026-2027 year.

Completed nomination forms, together with any other matters requiring a ballot, need to be received by email (secretary@shinfieldplayers.co.uk) by Friday 21st August 2026. If the nominee wishes to stand for a particular position this should be stated on the form, or if not, this item can be left blank. A nomination form is attached.

Registered Charity No: 1154841

President: Henry Hawes

Chairman: Cate Naylor

Correspondence to: Secretary, Sandra Miall, 1 Northam Close, Lower Earley, Reading RG6 3AJ

Accounts to: Treasurer: Sue Gowen, 28, Kingfisher Drive, Three Mile Cross RG7 1RA



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Minutes from the previous AGM held on Thursday 4th September 2025 will be available after 21st August 2026. If you would like a copy to be posted to you, please request this from the Secretary, otherwise it will be emailed with 2026 reports to you, along with a meeting invitation the week before the AGM.

In certain circumstances, the committee will accept a vote from a member by email. If you are unable to attend the meeting, please send a request for an online vote to secretary@shinfieldplayers.co.uk.

AGM AGENDA for Thursday 3rd September 2026

1. Apologies
2. Minutes of the 2025 AGM
3. Matters arising from the minutes
4. Chairman's report
5. In Memoriam
6. Treasurer's report
7. Election of Treasurer and Trustees/ Committee members
8. Appointment of President
9. Patron
10. Area reports
11. Any Other Business

PLEASE NOTE:

It is requested that any items that a member wishes to raise in Any Other Business are to be presented to The Secretary Sandra Miall (secretary@shinfieldplayers.co.uk) by Friday 21st August 2026. This allows the committee time to prepare a response before the AGM. Any items raised at the AGM which have not been presented in advance may be referred back to the new committee at their inaugural meeting for a more considered response.

Yours sincerely

Sandra Miall
Secretary

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