

**NOTICE FOR THE ANNUAL GENERAL MEETING OF  
THE HALL GET INVOLVED LTD (Registered no. 31628R)**

Dear Member,

Notice is hereby given that the second ANNUAL GENERAL MEETING of The Hall Get Involved Ltd, will be held on **Friday 4<sup>th</sup> July 2014 at 7.00pm** at Exeter Street Hall, 16-17 Exeter Street, BN15PG, (doors open 6.30pm). The AGM will conduct the following business:

A G E N D A

1. The Directors' Report (by Paul Winter, Chair) - vote to accept
2. Financial Report (by Jo Camplisson, Treasurer) - discussion
  - 2.1 Approval of internal inspection of accounts - vote to accept
  - 2.2 Appointment of auditors – vote if required
3. Election of directors – vote to accept
4. Any Other Business – an opportunity for questions
5. The future – (by the new Chair)
6. Thanks to the Community and Refreshments

Please note that:

(i) You have been invited to the AGM because you are a Member of The Hall Get Involved Ltd, a community benefit society incorporated under the Industrial and Provident Societies Act 1965. Only Members may vote. We need 5% of the Members to attend to achieve a quorum. If there is no quorum by 7.30pm, the meeting shall be adjourned for another 30 minutes. **Please** email [agm@exeterstreethall.org](mailto:agm@exeterstreethall.org) with your name if you will be attending or have any particular seating requirements, or leave a message on 01273 252 934.

(ii) The 2012/13 AGM Minutes are on our website from the 8<sup>th</sup> June <http://www.exeterstreethall.org/documents/agm-2014/>

There will be 4 items on the 2013/14 agenda to be voted on by Members:

**1. The Directors' Report** (part of the Annual Report).

The Report will be presented at the AGM with time for discussion and questions and, will be posted on our website <http://www.exeterstreethall.org/documents/agm-2014/> from 11<sup>th</sup> June.

Resolution 1: The Management Committee of Directors recommends the Members vote in favour of approving the Directors' Report.

**2. Financial Report for April 2013 to March 2014** (part of the Annual Report)

The Report will be presented at the AGM with time for discussion and questions and, will be posted on our website <http://www.exeterstreethall.org/documents/agm-2014/> from 11<sup>th</sup> June.

**2.1 To approve an internal inspection of the accounts April 2013 to March 2014**

The 1965 Industrial and Provident Societies Act requires THGI Ltd to have its annual accounts externally audited every year. This could cost about £800. However the Friendly and Industrial and Provident Societies Act 1968 gives THGI Ltd the option for the Members at the AGM to vote for **not** having the annual accounts externally audited. Instead the accounts can be internally inspected and signed off as being correct by the Secretary and two Directors, before being presented to the AGM for Members' approval. (A similar AGM vote will have to take place in future years to approve any future internal inspection of the financial accounts).

Resolution 2: The Management Committee of Directors recommends the Members vote in favour of approving the internal inspection of the accounts April 2013 to March 2014 only.

## **2.2 Appointment of auditors (if required)**

Resolution 3: The Management Committee of Directors recommends the Members vote **not** to have an external audit of the accounts April 2013 to March 2014.

## **3. Electing the Management Committee of Directors for The Hall Get Involved Ltd**

Paul Winter, Peter Golton, David Amor and Marianne Craig are the current directors. Paul will be standing down. Our Rules require Peter Golton to seek re-election. We are looking to appoint 3 more Directors.

We invite nominations from both Members and Non-Members who are keen to play an active and responsible role in helping plan the management of the Hall. Co-opted Members of the Management Committee support the Directors. If you wish to learn more about the role, email Hannah Reed ( [agm@exeterstreethall.org](mailto:agm@exeterstreethall.org) ) with your contact details and a Director will talk to you.

To stand, you need to fill in the nomination form attached to this Notice, including being proposed and seconded by two current Members.

This form must be received 14 days before the meeting, by Thursday 19<sup>th</sup> June 2014, and the information you provide (excluding your contact details) will be posted on our website <http://www.exeterstreethall.org/documents/agm-2014/> from Tuesday 24<sup>th</sup> June and, made available to Members to help them make their voting decision.

## **4. Any Other Business**

Members can ask questions on the day but if you have any specific matters you want discussed at the AGM under Any Other Business, please send a short written summary or question of what you wish to be discussed, and include your name and your full contact details to:

Hannah Reed (AGM SUPPORT)

Email: [agm@exeterstreethall.org](mailto:agm@exeterstreethall.org)

Postal: 14, Port Hall Place,  
Brighton, BN1 5PN.

Tel: 01273 252 934

## **PROXY VOTING**

If you are unable to attend the AGM, you have the right to give your vote to another Member to cast by proxy. We encourage you to contact Hannah Reed who will be available to act as a proxy for any Members requesting this. Please complete the proxy voting form below and return to Hannah by Thursday 3<sup>rd</sup> July. Information will be available on the website from 24<sup>th</sup> June about each resolution.

Alternatively, give your form to your chosen proxy who must bring it on the night and give it to the tellers on the door.

PAPER COPIES of all documents will be available from Hannah.

## **CONTACT POINT**

Hannah Reed (AGM SUPPORT)

Email: [agm@exeterstreethall.org](mailto:agm@exeterstreethall.org)

Postal: 14, Port Hall Place,  
Brighton, BN1 5PN.

Tel: 01273 252 934

## **SHARE CERTIFICATES**

If you have not received your share certificate our Membership Officer Richard Mussett will be available at the end of the AGM to resolve any discrepancies.

By Order of the Directors of the Management Committee, The Hall Get Involved Ltd.