

# EXETER STREET HALL



## **Notice for the Annual General Meeting of The Hall Get Involved Ltd (Registered no 31628R)**

Notice is hereby given that the fifth ANNUAL GENERAL MEETING of The Hall Get Involved Ltd, will be held on **Friday October 6th 2017** at 7.30pm at Exeter Street Hall, 16-17 Exeter Street, BN1 5PG, (doors open 7.00pm). The AGM will conduct the following business:

### **Agenda**

1. Approve last year's Minutes
2. The Directors' Report
3. The Financial Report of The Hall Get Involved Ltd for the year 2016/17
4. Appointment of Auditors (if required)
5. Appointment of Directors
6. Any Other Business

Please note that:

You have been invited to the AGM because you are a Member of The Hall Get Involved Ltd. The Hall Get Involved Ltd is a Registered Society (registration number 31628R) registered with the Financial Conduct Authority under the Co-operative and Community Benefit Societies Act 2014. (This 2014 Act replaced the Industrial & Provident Societies Act 1965 under which The Hall Get Involved Ltd was originally incorporated as a community benefit society.)

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 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.

All papers will be available on our website from the 6<sup>th</sup> September: <http://www.exeterstreethall.org/our-rules/agm-2017/>

### **There will be six items on the AGM 2017 agenda to be voted on by Members:**

#### **1. Approval of last year's Minutes**

Minutes of 2016 AGM will be posted on our website from 6<sup>th</sup> September.

*The Management Committee of Directors recommends the Members vote in favour of approving last year's Minutes.*

#### **2. The Directors' Report**

The Report will be presented at the AGM with time for discussion and questions. It will be posted on our website from 6<sup>th</sup> September.

*The Management Committee of Directors recommends the Members vote in favour of approving the Directors' Report.*

### 3. **Financial Report for April 2016 to March 2017** (part of the Annual Report)

The Report will be presented at the AGM with time for discussion and questions. It will be posted on our website from 6<sup>th</sup> September.

*The Management Committee of Directors recommends the Members vote in favour of approving the Financial Report.*

### 4. **Appointment of Auditors** (if required)

- a) The Co-operative and Community Benefit Societies Act 2014 gives the Directors the option to not have an external audit. Instead the accounts are signed off by the secretary and two committee members.

*The Management Committee of Directors recommends the Members vote **not** to have an external audit for the accounts April 2016 - March 2017.*

- b) The Act now requires the Directors to ask the AGM to approve this resolution for the current year's accounts. This means we are asking you now to agree that the accounts for April 2017 to March 2018 will also be signed off by the secretary and two committee members – and not to have an external audit.

*The Management Committee of Directors recommends the Members vote **not** to have an external audit for the accounts April 2017 - March 2018.*

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

A third of Directors, in order of longest serving, must stand down. They can be re-elected.

#### **Current Directors**

- Marianne Craig, who will continue as a Director
- Norman Wright, who will continue as a Director
- Jo Camplisson, who will continue as a Director
- Susan Corlett, seeking re-election
- David Fellows, seeking re-election

#### **New Directors**

There is an opportunity to elect new Directors (nominations to be received by 22<sup>nd</sup> September).

### 6. **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, and include your name and contact details to:

HANNAH REED, Flat 16, Park View, 7 - 8 Highcroft Villas, Brighton, BN1 5PS  
OR EMAIL [agm@exeterstreethall.org](mailto:agm@exeterstreethall.org)

## 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 and return to Hannah by **Tuesday 3<sup>rd</sup> October**.

Information will be available on the website from 6<sup>th</sup> September 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.

HANNAH REED, Flat 16, Park View, 7 - 8 Highcroft Villas, Brighton, BN1 5PS

OR EMAIL [agm@exeterstreethall.org](mailto:agm@exeterstreethall.org)

---

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