Is your AGM coming up?

Is your Annual General Meeting coming up soon? The Resource Centre can help you prepare.

We can offer this support to volunteer-run groups based in Brighton & Hove which are:

♦ Tenants' or Residents' Associations for Brighton & Hove City Council tenants and leaseholders, and/or
♦ Groups run by and for people living in an area of social housing, and/or
♦ Groups run by and for black and minority ethnic people, and/or
♦ Groups run by and for disabled people.

If you think you may be eligible, contact us to find out whether we can help.

We can do an independent examination of your accounts

To arrange this, give us a ring as soon as you know the date of your AGM.

We can then work out the best time for you to bring your accounts in. Bear in mind that the more notice we have, the easier it will be for us to meet your deadline.

We can produce flyers and posters to advertise your AGM

The Resource Centre can produce all the publicity and papers for your AGM – posters, flyers, copies of minutes, agendas, and nomination papers. Let us know what you want and we can design and print if for you. If it is difficult for you to get to the Resource Centre, send the details to us by post or email, or give us a ring.

If you need stuff in a rush we'll always do our best to get it done in time, but it really helps if we have plenty of notice. Give us a ring to arrange your publicity as soon as you know the date of your AGM.

We can help you plan your AGM

If you would like some advice about organising an AGM, or just someone to talk it over with, we can help. Ring us to arrange a time to meet. You might also find it useful to have a look at our AGM checklist.

We can rent equipment to you at low cost

Do you need a public address system for your meeting? We have good quality PA systems which are very easy to set up, and have 'roving' microphones, so people in the audience can also be heard when they speak. We also have an induction loop, which improves the sound for people using hearing aids.