



Tuesday, 18 December 2018.

Re: Notice of Annual General Meeting

Dear Colleagues,

We would like to invite you to attend our Annual General Meeting.

The AGM will be held on **Wednesday 30th January at 10:30 – 13:30** at the **Civic Rooms, Castle House, Great North Road, NG24 1BY**

Agenda:

1. Opening remarks/Welcome (Tony Colton Chairperson)
2. Apologies
3. Minutes of previous AGM
4. Presentation of Annual Report (Chair)
5. Adoption of Annual Report
6. Presentation of Accounts (Treasurer)
7. Adoption of Accounts
8. Appointment of Independent Examiner
9. Election of Chair, Secretary & Treasurer
10. Election of Management Committee
11. Workshops / Launch – Voluntary Sector Forum & Trustees Network
12. Closing remarks followed by lunch & networking

At the AGM we plan to launch two new forums, which are the - Voluntary Sector Forum and Trustees Network, there will be an opportunity for you to take part in discussion groups where we will be seeking your views on how these new initiatives will look.

There will also be an opportunity for you to network; please let us know if you wish to bring along your information stands/banners so we can book you a space.

We hope that you will join us and look forward to seeing you on the 30th January 2019.

Please let us know that you wish to join us by emailing information@nandscvs.org or by phoning on 01636 679539 - this will help with catering arrangements as a light lunch will be served following the meeting at 12:30.

Yours sincerely,

M.R. O'Sullivan

Madeleine O'Sullivan
Chief Executive Officer