**AGM Agenda Template:**

(Clubs Name)

**Annual General Meeting**

(Date and Time)

(Venue)

**Agenda**

All members welcome

1. Welcome by Chair and introduction to Club Officials
2. Apologies
3. Minutes of previous AGM and matters arising
4. Presentation of the Annual Report, including Financial report
5. Election of Management Committee Members
6. Proposed changes to the Constitution
7. Motions
8. Any other business

There will be refreshments available at the close of the meeting