

# ESSEX CHAMBERS OF COMMERCE & INDUSTRY LIMITED

Registered Office: 34a Star Lane, Great Wakering SS3 0FF

## NOTICE OF MEETING

Notice is hereby given that the Twenty Second Annual General Meeting of Essex Chambers of Commerce & Industry Limited will be held at the **Holiday Inn Basildon, Waterfront Walk, Festival Leisure Park, Basildon, Essex, SS14 3DG, at 17.00 on Wednesday 10 July 2019**, to transact the following business:

- 1: To approve the Minutes of the Twenty First Annual General Meeting held on 11 July 2018.
- 2: To receive the Chairman's report for the year ending 31 December 2018.
- 3: To consider and adopt the Balance Sheet and Accounts for the year ending 31 December 2018. Copies of the Annual Report are available from the Registered Office on request.
- 4: To re-appoint Rickard Keen LLP as Auditors to hold office until the next general meeting of the Chamber at which the Accounts are considered and to authorise the Directors to fix their remuneration.
- 5: To receive nominations to the Board of Directors.
- 6: To transact any other business appropriate to the Annual General Meeting.

On behalf of Essex Chambers of Commerce & Industry Limited

Elaine Oddie  
Company Secretary  
February 2019

Nomination and Proxy forms available on request.

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Please advise us if you will be attending. (fax to 01702 560101 or tel. 01702 560109 or e-mail [donnagale@essexchambers.co.uk](mailto:donnagale@essexchambers.co.uk) )

Name ..... Signed .....

Company .....

I will/will not\* be able to attend

\*Please delete as appropriate