

# 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 Third Annual General Meeting of Essex Chambers of Commerce & Industry Limited will be held **virtually, at 11.00am on Friday 31st 2020**, to transact the following business:

- 1: To approve the Minutes of the Twenty Second Annual General Meeting held on 10 July 2019.
- 2: To receive the Chairman's report for the year ending 31 December 2019.
- 3: To consider and adopt the Balance Sheet and Accounts for the year ending 31 December 2019. 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  
June 2020

Nomination and Proxy forms available on request.

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Please advise us if you will be attending via the online booking form, tel. 01702 560100 or e-mail [events@essexchambers.co.uk](mailto:events@essexchambers.co.uk)

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

Company .....

I will/will not\* be able to attend

\*Please delete as appropriate