



EAST SUSSEX ALC LIMITED

2nd Floor Sackville House, Brooks Close, Lewes, East Sussex, BN7 2FZ
Company No. 8500914 Registered in England

Notice of Annual General Meeting of the East Sussex Association of Local Councils Limited.

**The AGM will be held on Wednesday 9th December 2020
Commencing at 11:30am via Zoom**

Due to a Zoom capacity limit we are requesting that no more than two pre-booked representatives from each member Council attend the AGM. You may appoint a proxy if an appointed representative is unable to attend. (*Proxy form and explanatory notes appended to Agenda*)

Voting will be carried out by Zoom poll and a recording of the meeting and key speaker's presentation will be circulated to all member Councils.

Please book your place here: <https://www.surveymonkey.co.uk/r/ESALC2020>

Joining instructions will be circulated by email shortly before the day directly to those that have completed a booking form.

The business of the AGM will be followed by a key-note speaker from East Sussex County Council who will finish no later than 1pm.

AGENDA

- (a) Election of President** – Lord Amptill will be proposed for re-election.
(b) Welcome by the President
- Apologies**
- Minutes of the Annual General Meeting** held on 10th October 2019 to be approved and signed.
- Report from the Chairman of East Sussex ALC Limited on the Annual Report for 2019/2020**
- To Adopt the Accounts for the Year Ended 31 March 2020**
- To note the appointment of Directors representing the District Associations** - to note the current Directors appointed by the District Associations, namely:

Ruth O'Keeffe	Lewes District Association
Stephen Catlin	Lewes District Association
Johnny Denis	Lewes District Association
John Barnes	Rother District Council
Mike Garner	Wealden District Association
Kay Moss	Wealden District Association

Keith Stevens
Mark Mulberry
Roger Taylor

Wealden District Association
Company Secretary
Honorary Solicitor

7. **Election of Vice Presidents** –Dr Alex MacGillivray, Mrs Marion Shepherd DL and Cllr David Young will be proposed for re-election.
8. **Election of Representatives to the National Association 2020/2021** will be proposed as follows:
 - (i) Cllr K Stevens as representative on the Council of NALC
 - (ii) Cllr R O’Keeffe & Mr K Stevens as voting representatives at the Annual General Meeting of NALC.
9. **Any other matters** - Questions and items for discussion to be notified to Mark Mulberry, Company Secretary by the 17th November 2020 - mark@mulberryandco.co.uk



Mark Mulberry, ESALC Company Secretary
6th November 2020



**East Sussex ALC Ltd
Annual General Meeting
Form of proxy**

Please read explanatory notes below carefully before completing this form

NAME AND ADDRESS OF MEMBER COUNCIL:

Name of Member Council (IN BLOCK CAPITALS)

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being a member of the Company appoint the chairman of the meeting or (see note 3)

	Name of Individual
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Its proxy to attend, speak and vote on its behalf at the Annual General Meeting of the Company to be held on 2nd December 2020 at 10am and at any adjournment of the meeting.

We direct our proxy to vote on the following resolutions as indicated by marking the appropriate box with an 'X'.

RESOLUTIONS	For	Against	Vote withheld
ORDINARY RESOLUTIONS			
Agenda Item 1: Election of President			
Agenda Item 3: Minutes of the Annual General Meeting			
Agenda Item 5: To Adopt the Accounts for the Year Ended 31 March 2020			
Agenda Item 7: Election of Vice Presidents			
Agenda Item 8: Election of Representatives to the National Association 2020/2021			

Signature: Proper Officer [Clerk] of Member Council	Date

Notes

FORM OF PROXY

1. As a member of the Company the Council or chairman of the parish meeting where there is no parish council is entitled to appoint a proxy to exercise all or any of the member's rights to attend, speak and vote at a general meeting of the Company. This is instead of a member's appointing its authorised representatives. You can only appoint a proxy using the procedures set out in these notes. This form of proxy confirms authority to demand or join in demanding a poll.

2. Appointment of a proxy does not preclude the Councils authorised representative(s) from attending the meeting and voting in person. If you have appointed a proxy and your authorised representative attends the meeting, your proxy appointment will automatically be terminated.

APPOINTMENT

3. A proxy does not need to be a member of the Company but must attend the meeting to represent you. If you wish to appoint a proxy other than the chairman of the meeting, insert their full name in the box. If you leave this space blank, the chairman of the meeting will be appointed your proxy. Where you appoint as your proxy someone other than the chairman, you are responsible for ensuring that they attend the meeting and are aware of your voting intentions.

4. You may appoint more than one proxy to vote on your council's behalf. Each proxy must be appointed in the correct manner using the form attached. Each proxy must be authorised separately.

VOTING DIRECTIONS

5. To direct your proxy how to vote on the resolutions mark the appropriate box with an 'X'.

To abstain from voting on a resolution, select the relevant "Vote withheld" box. A vote withheld is not a vote in law, which means that the vote will not be counted in the calculation of votes for or against the resolution.

RETURNING YOUR FORM OF PROXY

6. To appoint a proxy using this form, the form must be:

Completed and signed by the proper officer

Sent or delivered to the Company Secretary at 9 Pound Lane, Godalming, Surrey, GU7 1BX or mark@mulberryandco.co.uk

Received by Company Secretary no later than **Friday 4th December 5pm**

7. If you submit multiple valid proxy appointments, the appointments received last before the closing time for the receipt of proxies will take precedence.

8. Proxies may only be revoked by the Member Council's Proper Officer in writing by delivering a formal notice before the start of the meeting to the Company Secretary.