



The **2023 Annual General Meeting** of The Sussex Archaeological Society (registered charity no. 207037) will be held on **Saturday 2<sup>nd</sup> December 2023** at 10:30 am at Michelham Priory, Upper Dicker, Hailsham, BN27 3QS. Joining instructions and additional paperwork (including the 2022 AGM minutes, 2023 financial statements and forms of proxy, *see note 1*) will be issued subsequent to this notice via email and may also be found in due course on the Membership section of the Society's website ([www.sussexpast.co.uk](http://www.sussexpast.co.uk), *see note 2*). These documents will also be sent by post to any member that requests them.

It would be enormously helpful if members could submit any questions relating to items on the Agenda in advance of the meeting. These should be sent by email to [membership@sussexpast.co.uk](mailto:membership@sussexpast.co.uk) ideally at least 7 days before the meeting - which will allow for the provision of full and thorough responses.

**NOTICE OF ANNUAL GENERAL MEETING**  
Notice is hereby given that the **ANNUAL GENERAL MEETING** of  
**THE SUSSEX ARCHAEOLOGICAL SOCIETY**  
will be held on **Saturday 2<sup>nd</sup> December 2023**

**AGENDA**

1. Welcome by the President and apologies for absence.
2. To approve the minutes of the Annual General Meeting held on 15<sup>th</sup> October 2022.
3. To receive the Report of the Trustees for the year ended 31<sup>st</sup> March 2023.
4. To receive the Annual Financial Statements for the year ended 31<sup>st</sup> March 2023.
5. To re-appoint the auditors, Kreston Reeves LLP, for the current year and to authorise the Council of Trustees to fix their remuneration.
6. To elect Members of the Council of Trustees in accordance with Regulation 33 of the Articles of Association (*see note 3*).
7. To transact any other business in accordance with the Articles of Association.

**End of AGM**

**Notes:**

1. Under s324 of the Companies Act 2006 a member is entitled to appoint another person as his or her proxy to exercise all or any of his or her rights to attend and to speak and vote at the meeting convened by this notice.
2. Further details for proxy voting and a form of proxy will be provided on the Members section of the Society's website and/or by email (or post if requested) after the expiry of the period noted for nomination of candidates standing for election to Council as detailed in section 6, above.

3. Every person whom it is intended to nominate as a candidate for election to Council shall be proposed and seconded in writing. Nominations must reach the Society at Barbican House, Lewes, not less than 14 days before the meeting and shall be accompanied by the written consent of the person so nominated to serve if elected. Nominations should also be accompanied by an autobiographical statement from the candidate, indicating the experience and skills that the candidate would bring to the assistance of the Council and also by a statement on the candidate's aspirations for the future of the Society. These statements should be no longer than one side of A4 and should be typed or written clearly for reproduction to the Members.

**By Order of the Council of Trustees**  
**3<sup>rd</sup> November 2023**

**Amanda Jones**  
**Chair of the Council of Trustees**