

**THE ROYAL BOROUGH OF KINGSTON UPON THAMES  
CITIZENS ADVICE BUREAUX SERVICE**

Notice is hereby given that the **ANNUAL GENERAL MEETING** of the Company will be held online, **via Zoom at 6pm on Thursday 21st November 2024** for the transaction of the ordinary business of an Annual General Meeting.

A member entitled to attend and vote at the Meeting is entitled to appoint a proxy or one or more proxies to attend and vote in his stead. A proxy need not be a member of the Company.

The following business will be considered:-

1. Adoption of the Annual Report and Accounts
2. Election of Trustee Board Members for the ensuing year
3. To discuss such matters relating to the business of the above-mentioned Service as shall have been previously notified in writing to the Company Secretary at [comms@citizensadvicekingston.org.uk](mailto:comms@citizensadvicekingston.org.uk) at least 3 days prior to the Meeting or as may be allowed by the Chairman

Dated the 23rd day of October 2023

By order of the Board

Jack Taylor  
Chair of the Board

All members and all others aged 18 years and over who work or reside in the Service's area may attend, speak and vote at the Annual Public Meeting. Any person wishing to attend the above-mentioned Public Meeting shall only be allowed so to do if at or prior thereto he or she shall have in writing provided to the Company Secretary at Kingston Citizens Advice Bureaux Service, via [comms@citizensadvicekingston.org.uk](mailto:comms@citizensadvicekingston.org.uk) details of his or her name, address of home and/or work and age.

\*Further information available from the Company Secretary – Pippa Mackie, Citizens Advice Kingston. email address: [comms@citizensadvicekingston.org.uk](mailto:comms@citizensadvicekingston.org.uk)