



Crawley
Town Centre
Business Improvement District

Room 425
The Pinnacle
Station Way
Crawley
West Sussex. RH10 1JH

10 November 2022

Notice of Annual General Meeting

Dear Member

This is to advise you of the upcoming Annual General Meeting of the members of the Crawley Town Centre BID Company Ltd. The details of this meeting are as follows:

Date:	18 January 2023
Time:	14.00 – 16.30
Place:	Screen 4, Cineworld, Crawley

All members are welcome to attend the AGM. Cineworld is based in Crawley Leisure Park, London Road, RH10 8LR. Parking is ample and free. Please arrive for a 14.30 start. Refreshments will be available from 14.00. Please make your way directly to screen 4 on arrival to register.

The meeting will be chaired by Paul Rolfe

At the meeting, members will have the opportunity to:

- Find out about Crawley Town Centre BID's operations and finances
- Ask questions about the operations and finances of the Crawley Town Centre BID
- Speak about any items on the agenda
- Vote on any resolutions proposed

www.crawleytowncentrebid.co.uk

Crawley Town Centre BID Company Ltd (Company number 12058421) is a company registered in England and Wales at:

Richard Place Dobson Services Ltd, 1-7 Station Road, Crawley, West Sussex, RH10 1HT.

At the meeting, members will be presented with:

- The annual report
- The auditor's report
- The annual financial statement

At the meeting, members will be asked to vote to:

- Elect directors (due to time constraints nominations will not be accepted during the meeting. Please find attached a nomination form and skills audit which must be returned no later than 6 January 2023 by 5pm)

The following special resolution/s will be proposed at the annual general meeting:

- Changes to Articles of Association (to be circulated in advance)

Details of proxy appointment:

- Details of proxy attached

Regards



Wendy Bell

BID Manager

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