

## Notice of Annual General Meeting

Notice is hereby given that the Annual General Meeting of Seaford Learning Trust will be held at Seaford Head School, Arundel Road, Seaford, on **Wednesday 04 December 2024 at 6.30pm** to transact the following business:

1. **Approval of the minutes of the previous AGM, March 2024.**
2. **Appointment, reappointment or removal of Auditors, Trustees and Members**
3. **Approve the Annual Report for Seaford Learning Trust for the financial year ended 31 August 2024**
4. **Approve the Annual Accounts for Seaford Learning Trust for the financial year ended 31 August 2024**
5. **Review risks facing the Trust, and actions to mitigate.**
6. **Review the way the Board of Trustees is discharging its duties on both the academic and financial performance of the Trust.**
7. **Any Other Business**

If you would like to be present at the meeting please contact Gaynor Newnham, Clerk to Governors, in writing at the address below, or by email ([GaynorNewnham@seafordhead.org](mailto:GaynorNewnham@seafordhead.org)) by no later than **1.00pm on Wednesday 27 November 2024**.

**Members who are unable to attend this meeting may appoint a proxy, in writing. Please contact the clerk if you wish to do this.**

**Members may also attend via TEAMS; please notify the Clerk in advance if you wish to do so.**

**This notice can also be viewed on our website here: <https://seafordhead.org/wp-content/uploads/2024/11/AGM-Notice-December-2024.pdf>**

### Seaford Learning Trust

**Mr R Ellis, Headteacher**

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