

Annual General Meeting of Exeter Observer Limited

Notice: an Annual General Meeting of Exeter Observer Limited to take place at 1pm on Saturday 11 October 2025 at St. Sidwell's Community Centre, Sidwell Street, Exeter EX4 6NN.

PROVISIONAL AGENDA

1. Attendance/apologies/proxies

Members may appoint a proxy to represent them at this meeting. The secretary is available for this purpose.

Any member wishing to do so must inform the secretary via email no later than 1pm on Friday 10 October 2025, including instructions on voting preferences under each item of business.

2. Minutes of Annual General Meeting

This meeting shall vote on approval of the minutes of a Annual General Meeting held on Saturday 21 September 2024. These will be distributed with the finalised agenda for this meeting on Saturday 27 September 2025, fourteen days before it takes place.

3. Election of directors

One of the two directors appointed by the Annual General Meeting held on 21 September 2024 must stand down at this meeting, and may be reappointed by the members. This must be the director who has held office for the longest period since their appointment. Martin Redfern must therefore stand down and will stand for reappointment as a director on this occasion.

Candidates who wish to stand for election as director must declare their intention to do so to the secretary via email no later than fourteen days before the date of this meeting, by 1pm on Saturday 27 September 2025. Their candidacy must be proposed and seconded by other members.

This meeting shall vote on the election of directors so declared, proposed and seconded.

4. Audit exemption

The Co-operative and Community Benefit Societies Act 2014 allows that the requirement to appoint a qualified auditor be disapplied when a society's turnover will fall below the threshold required for a full audit, and that the requirement to appoint lay auditors be similarly disapplied, and that unaudited financial statements comprising a society's revenue account, balance sheet and a report on its accounts may instead be presented to a society's members at its Annual General Meeting, these to be scrutinised and signed as a true record by the directors in advance of that meeting.

This meeting shall vote on prospective audit exemption for the financial year ending on 5 April 2026 as above.

5. Financial statements

This meeting shall vote on approval of the unaudited financial statements, comprising a revenue account, balance sheet and a report on its accounts, from 6 April 2024 to 5 April 2025, prepared in accordance with the resolution by the Annual General Meeting held on 21 September 2024. These will be distributed with the finalised agenda for this meeting on Saturday 27 September 2025, fourteen days before it takes place.

The approved unaudited financial statements will subsequently be submitted as part of the required annual return to the Financial Conduct Authority.

6. Resolutions proposed by members

Requests for resolutions proposed by members may be submitted to the secretary via email no later than 14 days before the date of this meeting, by 1pm on Saturday 27 September 2025.

7. Any other business

This meeting shall hear any other business raised by attendees which is not addressed by the preceding items of business.

20 September 2025

Leigh Curtis

Secretary