



**NOTICE OF ANNUAL GENERAL MEETING TO BE HELD ON
SATURDAY 2nd MARCH 2024, COMMENCING AT 2.00 PM AT
BOSCOMBE DOWN AVIATION MUSEUM, SALISBURY, WILTSHIRE, SP4 6DZ.**

Dear Colleague,

This is an important event in the FMES calendar, and we ask that members in the area of the venue give consideration to sending delegates to represent them at the meeting.

The AGM will be held on Saturday 2nd March at the Boscombe Down Aviation Museum, Old Sarum Airfield, Old Sarum, Salisbury, Wiltshire, SP4 6DZ. Information about the venue is available at <http://www.boscombedownaviationcollection.co.uk/Index.htm>

The museum is open from 10.00 am, with free entry to explore the displays, galleries and buildings and the meeting will be held in an adjacent meeting room.

The Federation Trophy and Polly Model Engineering awards for young engineers will be presented at 12.00 pm prior to the AGM.

A buffet lunch will be served to delegates at 12.30 pm, followed by a workshop session and the formal business of the AGM will commence at 2.00 pm.

Please confirm the name of your delegate(s) attending or register apologies for absence, not less than 10 days prior to the meeting to peter.squire@fmes.org.uk

Synopsis of the AGM Agenda.

- ❖ To receive and approve the minutes of the AGM held on 25th March 2023
- ❖ To receive the accounts for the year ending 31st December 2023
- ❖ To receive and adopt the Independent Examiner's report on the accounts.
- ❖ To appoint the independent examiner of accounts for 2024
- ❖ To receive reports of other officers
- ❖ To confirm the appointment of the Directors and Committee members for 2024
- ❖ To transact any other business relevant to an AGM, details of which have been received in writing by the secretary seven days or more before the date thereof.

I look forward to welcoming all delegates to the meeting.

Peter Squire

Secretary
Federation of Model Engineering Societies

Notes to the Notice of the AGM

1. The formal agenda and other supporting documentation for the meeting will be available to all members not less than 4 weeks before the meeting.
2. A member of the Federation of Model Engineering Societies is entitled to appoint a proxy to exercise all or any of their rights to attend, speak and vote at the meeting. The latest date for registration of a proxy to be received by the secretary is Friday 23rd February 2024
3. Any proposals for resolution or items of relevant business must be lodged in writing with the secretary no later than Friday 16th February 2024

Other information

Confirmation of delegates attending in person is important for the catering arrangements to ensure adequate refreshments are available.

The programme of events for the day

All events will take place in the Conference Rooms adjacent to the museum main entrance.

10.00 am – 12.00 pm	Opportunity for delegates to visit the Museum
12.00 pm	Greeting from the Chairman
12.05 pm	Young Engineers Polly Awards
12.30 pm	Buffet Lunch
1.00 pm	Workshop: Insurance with guest Martin Levers
2.00 pm	AGM
3.00 pm	Close from Chairman

About the venue

The museum is open from 10.00 am, with free entry to explore the displays, galleries and buildings. Please visit <http://www.boscombedownaviationcollection.co.uk/Index.htm> for details

Parking

The Museum has ample free parking on the airfield side in front of the low buildings..

Note: The Museum is NOT on the MOD Boscombe Down Airfield.

Dogs

Dogs are welcome on a lead in all areas of the museum.