ENGLISH TABLE TENNIS ASSOCIATION Limited (Trading as Table Tennis England)
Company number 04268058



7661/1/RHS 15.05.15

MK9 2DL

To: Company Members

The President, Vice-Presidents and Honorary Life Members
The Secretaries of Affiliated Organisations
Milton Keynes
The Auditors

88 Saxon Gate West

Tel: 01908 208860

## **NOTICE OF ANNUAL GENERAL MEETING 2015**

(Number references are to Articles of Association 2014/15)

- 1 DATE AND VENUE
- 1.1 In accordance with Article 37.1, I give you notice that the Annual General Meeting of the Company will be held on Saturday 11th July 2015 at the Mercure Abbey Hill, The Approach, Two Mile Ash, Milton Keynes MK8 8LY starting at 2pm.
- 2 ATTENDANCE
- 2.1 Under Article 37.4, all Company Members, their Proxies and Affiliated Members are entitled to attend. Other persons may attend subject to the Chairman's permission.
- 2.2 Only Company Members and their Proxies are entitled to speak at the meeting. Other persons including Affiliated Members may speak subject to the Chairman's permission.
- 2.3 Every Company Member and every appointed Proxy (see 4 below) attending must ensure that their attendance is recorded and their voting entitlement confirmed.
- 2.4 Provision will be made for the names of other people attending to be recorded.
- 3 VOTING
- 3.1 Any Company Member or appointed Proxy wishing to vote will be provided with the appropriate voting card at the meeting, and if required be able to provide evidence of identity.
- 3.2 An official Proxy Form (see 4.2 below) are enclosed.
- 3.3 On a poll the vote of a Company Member shall count as the following number of vote units:
- 3.3.1 Individual Company Member: 1 vote unit
- 3.3.2 League Representative Company Member: 1 vote unit for each player registered to take part in the league competition of the Local League by which he is appointed.
- 3.3.3 County Representative Company Member: 1 vote unit for each vote unit held by the League Representative Company Members appointed by Local Leagues affiliated to the County Association by which he is appointed.
- 4 PROXIES
- 4.1 Under Article 44, A Company Member entitled to attend and vote is entitled to appoint another person, who needs to be an Affiliated Member in their own right.
- 4.2 To appoint a Proxy the Company Member must complete the Proxy Form and return it to the Executive Assistant/General Secretary to arrive not later than 2.00pm on Thursday 9th July 2015.
- 5 DOCUMENTS
- 5.1 Enclosed are the Agenda (7662/1/RHS), the Report of the Standing Orders Committee (7663/1/DLH) and Standing Orders for the meeting (7619/1/RHS).
- 5.2 Other documents relating to the business of the meeting have been, or will be, distributed to those eligible members, as indicated on the above; copies of these documents will be available at the meeting.

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- 6 QUESTIONS
- 6.1 Anyone wishing to put a question requiring the provision of figures or other statistical data or information that is not generally available must ensure that the question is sent in writing to the Executive Assistant/General Secretary, to arrive not later than Monday 6th July 2015.

Rob Sinclair Executive Assistant/General Secretary

Directions to Mercure Abbey Hill Hotel:

**By road:** Exit M1 at Junction 14-Milton Keynes-and follow the A509-London Road-for Newport Pagnell. At the 1<sup>st</sup> roundabout take the 1<sup>st</sup> exit and continue along the A422 Monks Way. At the 8<sup>th</sup> roundabout take the 3<sup>rd</sup> exit signposted Abbey Hill Golf Club-Two Mile Ash and the hotel is on your left.

By train: Milton Keynes Central. Distance: 5 minutes (by taxi)

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