



**NOTICE OF ANNUAL GENERAL MEETING**

**GOLF UNION OF WALES LIMITED**

**COMPANY NUMBER 6027404**

Notice is given that the annual general meeting of Golf Union of Wales Limited (**Company**) will be held at **The Parc Golf Club, Church Lane, Coedkernew, Newport NP10 8TU** on **28<sup>th</sup> September 2021** at **17.30hrs** for the following purposes:

**A. Ordinary Business**

As ordinary business consider and if thought fit pass the following resolutions as ordinary resolutions:

1. To receive and adopt the Directors' report and financial statements for the year ended 31 March 2021 together with the independent auditor's report thereon.
2. To re-appoint Dunn & Ellis Cyf as auditors for the 2021/22 financial year.

By order of the Board

*JG McAllister*

Secretary

Registered office: GOLF UNION OF WALES LTD, CATSASH, NEWPORT, GWENT, NP18 1JQ

Date: 19th August 2021

## NOTES TO THE NOTICE OF ANNUAL GENERAL MEETING

### 1. Proxies

- 1.1 As a member of the Company, you are entitled to appoint a proxy to exercise all or any of your rights to attend, speak and vote at the Meeting and you should have received a proxy form with this notice of meeting. You can only appoint a proxy using the procedures set out in these notes and the notes to the proxy form.
- 1.2 A proxy does not need to be a member of the Company but must attend the Meeting to represent you. Details of how to appoint the Chairman of the Meeting or another person as your proxy using the proxy form are set out in the notes to the proxy form.
- 1.3 You may not appoint more than one proxy.
- 1.4 If you do not give your proxy an indication of how to vote on any resolution, your proxy will vote or abstain from voting at his or her discretion. Your proxy will vote (or abstain from voting) as he or she thinks fit in relation to any other matter which is put before the Meeting.
- 1.5 The notes to the proxy form explain how to direct your proxy how to vote on each resolution or withhold their vote.

To appoint a proxy using the proxy form, the form must be:

- (a) completed and signed;
- (b) sent or delivered to the Company at Golf Union of Wales Ltd, Catsash, Newport, Gwent, NP18 1JQ or;
- (c) emailed to [office@walesgolf.org](mailto:office@walesgolf.org) and
- (d) received by the Company **no later than 21<sup>st</sup> September 2021**.

In the case of a member which is a company, the proxy form must be executed under its common seal or signed on its behalf by an officer of the company or an attorney for the company.

Any power of attorney or any other authority under which the proxy form is signed (or a duly certified copy of such power or authority) must be included with the proxy form.

- 1.6 To change your proxy instructions simply submit a new proxy appointment using the methods set out above. Note that the cut-off time for receipt of proxy appointments (see above) also apply in relation to amended instructions; any amended proxy appointment received after the relevant cut-off time will be disregarded.

Where you have appointed a proxy using the hard-copy proxy form and would like to change the instructions using another hard-copy proxy form, please contact the Golf Union of Wales office on 01633 – 436040.

If you submit more than one valid proxy appointment, the appointment received last before the latest time for the receipt of proxies will take precedence.

- 1.7 In order to revoke a proxy instruction you will need to inform the Company by sending a signed hard copy notice clearly stating your intention to revoke your proxy appointment to Golf Union of Wales, Catsash, Newport, Gwent, NP18 1JQ. In the case of a member which is a company, the revocation notice must be executed under its common seal or signed on its behalf by an officer of the company or an attorney for the company. Any power of attorney or any other authority under which the revocation notice is signed (or a duly certified copy of such power or authority) must be included with the revocation notice.

The revocation notice must be received by the Company **no later than 21<sup>st</sup> September 2021**.

If you attempt to revoke your proxy appointment but the revocation is received after the time specified then, subject to the paragraph directly below, your proxy appointment will remain valid.

Appointment of a proxy does not preclude you from attending the Meeting and voting in person. If you have appointed a proxy and attend the Meeting in person, your proxy appointment will automatically be terminated.

- 1.8 Except as provided above, members who have general queries about the Meeting should contact Hannah McAllister, CEO Golf Union of Wales Ltd.
- 1.9 You **may not use** any electronic address provided either:
- (a) in this notice of annual general meeting; or
  - (b) any related documents (including the proxy form),

to communicate with the Company for any purposes other than those expressly stated

## **2. Communication**

Except as provided above, members who have general queries about the Meeting should contact Hannah McAllister, CEO Golf Union of Wales Ltd. (no other methods of communication will be accepted).

You **may not use** any electronic address provided either:

- in this notice of general meeting; or
- any related documents (including the proxy form),

to communicate with the Company for any purposes other than those expressly stated.