

Charity no. 1134266
Company no. 7130145

Companies Acts 1985 and 2006
Proxy Notice
Crowborough Community Association
("The Charity")

Name of member appointing the proxy :

Address:

We hereby appoint: _____ of

as our proxy to vote in our name and on our behalf at the meeting of the Association to be held on Tuesday 29 October 2019 at 5.00pm and at any adjournment of the meeting.

This form is to be used in respect of the resolutions mentioned below as follows:

	For	Against	Abstain
Resolution 1: To receive and confirm the minutes of the sixth Annual General Meeting of the Charity held on 25 October 2018.			
Resolution 2: To receive and approve the accounts for the period ended 31 December 2018			
Resolution 3: To appoint Taylorcocks as the examiners of the company for the year ending 31 December 2019			
Resolution 4: To authorise the directors to set the level of Taylorcocks' remuneration.			
Resolution 5: To re-elect Chantal Wilson and Frank Lees as Trustees and Directors.			
Resolution 6: To elect Peter Ellefsen as a Trustee and Director			

Signed:.....

Dated:.....

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Notes to the Proxy Notice

1. As a member of the Charity you are entitled to appoint a proxy to exercise all or any of your rights to attend, speak and vote at a general meeting of the Charity. You can only appoint a proxy using the procedures set out in these notes.
2. 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.
3. A proxy does not need to be a member of the Charity but must attend the meeting to represent you. To appoint as your proxy a person other than the Chairman of the meeting, insert their full name where indicated. If you sign and return this proxy notice with no name inserted, the Chairman of the meeting will be deemed to be your proxy. Where you appoint as your proxy someone other than the Chairman, you are responsible for ensuring that they attend the meeting and are aware of your voting intentions. If you wish your proxy to make any comments on your behalf, you will need to appoint someone other than the Chairman and give them the relevant instructions directly.
4. To direct your proxy how to vote on the resolutions, mark the appropriate box with an "X". If no voting indication is given, your proxy will vote or abstain from voting at his or her discretion. Your proxy may vote (or abstain from voting) as he or she thinks fit in relation to the limited range of additional resolutions which may be put before the meeting. These include for example:
 - 4.1. resolutions to deal with procedural aspects of the meeting such as the calling of a poll or a decision to adjourn;
 - 4.2. resolutions proposing amendments to the resolutions listed in the notice of the meeting, but note, the circumstances in which amendments can be made are very limited.
5. To appoint a proxy [using this notice] a hard copy of this notice must be:
 - 5.1. completed and signed by you;
 - 5.2. sent by post or delivered to the Charity Secretary, Crowborough Community Centre, Pine Grove, Crowborough, TN6 1FE, and
 - 5.3. received by the Charity no later than 5.00pm on Tuesday 29 October 2019.
6. Please note you cannot appoint a proxy by email or telephone.
7. Any power of attorney or any other authority under which this proxy notice is signed (or a duly certified copy of such power or authority) must be included with the proxy notice.
8. If you wish to change your instructions, you can submit another notice. The appointment received last before the latest time for the receipt of proxies will take precedence.
9. To revoke your proxy instructions, send notice to the address at 5.2 above clearly stating that the instructions are revoked and ensure that the notice is received by the Charity no later than 5.00pm on Tuesday 29 October 2019.
10. Communications relating to proxies in respect of the meeting may only be sent to the address at 5.2 above. No other forms of communication will be accepted by the Charity.