

**Morvern Community Development
Company Ltd**

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 admin@morvern.org
<https://morvern.org/>
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PROXY NOTICE

**Morvern Community Development Company Ltd (the Charity)
 Annual General Meeting
 5th November 2024 at 6pm in Lochaline Village Hall**

Please complete and sign this form and scan/ photograph it and email it to: proxyform@morvern.org or place a paper copy in a sealed envelope, marked for attention of MCDC returning officer, in the postbox on the wall outside the hub. Proxy voting forms must be returned so that they are received no later than 48 hours in advance of the meeting (deadline 6pm on Sunday 3rd November 2024). Please read the instructions on page 2 prior to completion.

Name			
Address			
Are you an ordinary member of MCDC? (put a X below the relevant answer)	Yes	No	

I appoint (add a cross in the left hand box of your choice and the name of your proxy if not the chair):

	The Chair of the meeting
	A nominated individual (please write their name here).....

As my proxy to attend and vote for my behalf at the Annual General Meeting of the Morvern Community Development Company Ltd to be held on the 5th November 2024 at 6pm to be held at Lochaline Village Hall or virtually via Zoom video conferencing and at any adjournment thereof.

Resolutions to be voted on.

If the boxes below are left blank, the proxy may vote or abstain from voting as he/she/ they thinks fit

Please put a X in the relevant box for each resolution	For	Against	Vote withheld
To approve the minutes of the last AGM dated 6/12/2023			
To: receive & approve the audited accounts and Annual Report for year to 31/03/2024			
To: appoint Sumer Audit Co Ltd. as the company's auditors for the year ending 31/03/2025			
To: appoint Keith Laidlaw as a newly elected director of MCDC (four spaces available)			
To: appoint Susan Taylor as a newly elected director of MCDC (four spaces available)			
To: membership Subscription fees to remain unchanged at £1 for life			

Signature.....Date.....

NOTES TO THE PROXY NOTICE

Charity no. SC043681

Morvern Community Development

Company Ltd (“The Charity”)

1. As an ordinary member of the Morvern Community Development Company, 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/her/ their discretion. Your proxy may vote (or abstain from voting) as he/she/ they 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 copy of this notice must be:
 - 5.1 completed and signed by you.
 - 5.2 sent electronically to proxyform@morvern.org or delivered in person to the postbox at the hub.
 - 5.3 received by the Charity no later than 48 hours in advance of the meeting (deadline 6pm on Sunday 3rd November 2024).
6. Please note proxies will only be accepted via this form.
7. 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.
8. To revoke your proxy instructions, send notice to the [email] address at 5.2 above or deliver in person to the postbox at the hub by 6pm on 03/11/2024, clearly stating that the instructions are revoked and ensure that the notice is received by the Charity no later than 48 hours in advance of the meeting 6pm on.
9. Communications relating to proxies in respect of the meeting may only be sent to the [email] address at 5.2 above or delivered in person to the postbox at the hub. No other forms of communication will be accepted by the Charity