

FRIENDS OF FELPHAM CIC

Registered Office: 79 Felpham Road, Felpham, West Sussex PO22 7PF

Company registration number: 15221884

**NOTICE OF ANNUAL GENERAL MEETING TO BE HELD AT ST MARY'S CENTRE,
GRASSMERE CLOSE, FELPHAM, WEST SUSSEX PO22 7NU ON 30 OCTOBER 2025
AT 7.00PM**

Notice is hereby given that the Annual General Meeting (AGM) will be held for the following purposes:

1. Chairperson's Report
2. Financial Report
3. Fundraising Report
4. Future plans
5. Q&A session (see note below)

By Order of the Board

FRIENDS OF FELPHAM CIC

Notes:

For the Q&A session, if you wish to propose a question please put this in writing to the CIC at the registered office above or by email to info@friendsoffelpham.org; due to time restrictions we will pool questions and the most popular will be put forward at the AGM

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PROXY FORM

I/We appoint the Chairperson of the AGM

or †

(Please read note 1 carefully before selecting your proxy) as my/our proxy to exercise all or any of my/our rights to attend, speak and vote in respect of my/our voting entitlement † on my/our behalf as directed below at the AGM of Friends Of Felpham CIC to be held on Thursday 30 October 2025 at 7.00pm and at any adjournment thereof. I/We also authorise my/our proxy to vote (or withhold the vote) as he or she thinks fit in relation to any other matter which is properly put before the AGM

You may return this proxy form to the CIC in an envelope using the address at the top of this proxy form

You can also appoint a proxy by email to info@friendsoffelpham.org

Signature

Date

Name

NOTES

1. YOUR PROXY

Every shareholder has the right to appoint some other person(s) of their choice, who need not be a shareholder, as his/her proxy to exercise all or any of his/her rights to attend, speak and vote on their behalf at the Meeting. Members can appoint a proxy by completing and returning a hard copy proxy form. A hard copy proxy form has been provided with this notice of meeting. Such forms should be completed and returned to the company's registered office 79 Felpham Road, Felpham, West Sussex PO22 7PF so as to be received by no later than 9:00am on Tuesday 28 October 2025. Alternatively, a member may appoint a proxy by email to info@friendsoffelpham.org. To be a valid proxy appointment, the member's electronic message confirming the details of the appointment completed in accordance with those instructions must be transmitted so as to be received by the same time. Appointing a proxy will not prevent a member from attending in person and voting at the AGM.

2. THE RESOLUTIONS

You can show how you want your proxy to vote on each of the resolutions. Full details of the resolutions together with explanatory notes are set out in the accompanying Notice of Annual General Meeting. The 'Vote withheld' option on the proxy form is provided to enable you to withhold your vote on any particular resolution. However, it should be noted that a withheld vote is not a vote in law and will not be counted in the calculation of the proportion of the votes 'For' and 'Against' a resolution.

3. YOUR SIGNATURE

You must sign and date the proxy form. If it is signed by someone else on your behalf, the power of attorney or other authority under which it is signed (or a copy of the authority certified notari ally) must be returned together with the proxy form. In the case of a corporation, the proxy must be executed under its common seal or signed by a duly authorised officer. In the case of joint shareholders, the signature of any one holder will be sufficient but the names of the joint shareholders must be stated. The vote of the senior joint holder who tenders a vote shall be accepted to the exclusion of the votes of the other joint holders. Seniority shall be determined by the order in which the names of the holders stand in the register of members in respect of the joint holding.

4. RETURN OF PROXY FORM

Please detach and return the proxy form to the company's registered office at the address above.

5. APPOINTING YOUR PROXY BY EMAIL

As an alternative to completing and returning a paper proxy form, you can appoint a proxy and give your voting instructions by email. To use this facility please email info@friendsoffelpham.org with your proxy appointment not later than 9:00am on Tuesday 28 October 2025. Your appointment will not be accepted if found to contain a computer virus.