

**Bowls Scotland**  
**(Company No. SC386410)**

**NOTICE OF ANNUAL GENERAL MEETING**

Notice is hereby given that the Annual General Meeting of Bowls Scotland will be held at the Edinburgh Capital Hotel, 187 Clermiston Road, Edinburgh EH12 6UG on Wednesday 22nd November 2017 at 1300 hrs to consider the following business.

- 1 To receive the Annual Report of Bowls Scotland for 2017.
- 2 To receive the Financial Statements of Bowls Scotland for 2017.
- 3 To appoint BDO as accountants of Bowls Scotland for the forthcoming year.
- 4 Special Resolution
  - 4.1 That Article 12.2 of the company's articles of association be amended by removing the sentence "The basis for calculating the sum due by each Member shall be the number of Registered Members of each Member as ascertained in accordance with the Laws at the preceding 30 September".
- 5 Ordinary Resolution
  - 5.1 Subject to resolution 4 above being passed as a Special Resolution, that in accordance with Article 9.9 of the company's articles of association, the rates of the capitation fees payable to the company by the Members shall be altered as follows:
    - 5.2 capitation fees payable by the respective Member Clubs in 2018, 2019 and 2020 shall be fixed at the amount of capitation fees paid by the respective Members Clubs in 2017;
    - 5.3 capitation fees payable by the respective Member Clubs in 2021 will be increased in line with the rate of inflation established by the Consumer Prices Index in August 2020;
    - 5.4 capitation fees payable by the respective Member Clubs in each subsequent year will be increased in line with the rate of inflation established by the Consumer Prices Index in August of the year immediately preceding that subsequent year e.g. for 2022, the relevant Consumer Prices Index will be in August 2021;
    - 5.5 this system will be only be proposed to be altered if there is a material change in the circumstances of Bowls Scotland and the Board consider it to be in the best interests of Bowls Scotland to put in place measures required to counteract such a material change in the circumstances of Bowls Scotland; and
    - 5.6 any club (which is not currently a Member Club) applying to become a Member Club with Bowls Scotland would be required to pay capitation fees as determined by the Board, which will be based on the number of players eligible to play on the green of the club.
- 6 To appoint Margaret Bingham (Cumnock BC) as President of Bowls Scotland.
- 7 To appoint Bill Knox (Gourock BC) as President of Bowls Scotland.
- 8 To appoint Kathleen Gordon (Ellon BC) as Vice-President of Bowls Scotland.

- 9 To appoint Jock Halliday (Dalkeith BC) as Vice-President of Bowls Scotland.
- 10 To appoint Lyn Wallace (Pollockshaws BC) as honorary member of Bowls Scotland.
- 11 To appoint Eddie Nicholson (Bridge of Earn BC) as honorary member of Bowls Scotland.
- 12 To appoint Margaret Letham (Burnbank Hamilton BC) as honorary member of Bowls Scotland.
- 13 To appoint Wes Pollock (Motherwell Miners Welfare BC) as honorary member of Bowls Scotland.
- 14 To appoint Roddy Mitchell (The Inverness BC) as honorary member of Bowls Scotland
- 15 AOCB.

Dated 27 October 2017

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By Order of the Board  
Chair  
Registered Office:  
National Centre for Bowling  
Northfield Hunters Avenue  
Ayr  
KA8 9AL

# Appointment of Proxies

## NOTES

### Appointment of proxies – Member Clubs and Associate Members

- 1 As a member of Bowls Scotland having a right to vote at the Annual General Meeting, you are entitled to appoint a proxy to exercise all or any of your rights to attend, speak and vote at the Annual General Meeting and you should have received a proxy form with this notice of Annual General Meeting. You can only appoint a proxy using the procedures set out in these notes and the notes to the proxy form.
- 2 The appointment of a proxy does not preclude a member from attending the Annual General Meeting and voting in person. If you have appointed a proxy and attend the Annual General Meeting in person, your proxy appointment will automatically be terminated.
- 3 A proxy does not need to be a member of Bowls Scotland but must attend the Annual General Meeting to represent you. Details of how to appoint the Chair of the Annual General Meeting or another person as your proxy using the proxy form are set out in the notes to the proxy form. If you wish your proxy to speak on your behalf at the Annual General Meeting you will need to appoint your own choice of proxy (not the Chair of the Annual General Meeting) and give your instructions directly to them.
- 4 The notes to the proxy form explain how to direct your proxy how to vote on each resolution or withhold their vote. 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 competent matter which is put before the Annual General Meeting.
- 5 **To appoint a proxy using the proxy form, the form must be:**
  - **completed and signed by an officer of the Member Club or Associate Member (as the case may be);**
  - **sent or delivered to Bowls Scotland at National Centre for Bowling, Northfield Hunters Avenue, Ayr KA8 9AL; and**
  - **received by Bowls Scotland no later than 1300 hours on Monday 20 November 2017.**

### Changing proxy instructions

- 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 1300 hours on Monday 20 November 2017 will be disregarded.
- 7 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.

### Termination of proxy appointments

- 8 In order to revoke a proxy instruction you will need to inform Bowls Scotland by sending a signed hard copy notice clearly stating your intention to revoke your proxy appointment to **Bowls Scotland at National Centre for Bowling, Northfield Hunters Avenue, Ayr KA8 9AL**. The revocation notice must be signed by an officer of the Member Club or Associate Member as the case may be. The revocation notice must be received by received by Bowls Scotland no later than 1300 hours on Monday 20 November 2017.
- 9 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.
- 10 Appointment of a proxy does not preclude you from attending the Annual General Meeting and voting in person. If you have appointed a proxy and attend the Annual General Meeting in person, your proxy appointment will automatically be terminated.