

KNIGHTON HEATH GOLF CLUB

LADIES SECTION

ANNUAL GENERAL MEETING

With the Government's introduction of the public safety measures in response to the COVID-19 pandemic (the Stay Alert Measures) has had a huge impact on how the club, can run an Annual General Meeting.

Therefore, to safeguard the health and wellbeing of the members, the Ladies Section has decided to hold a "**Behind Closed Doors**" AGM on Tuesday 13 October 2020.

- Members are not permitted to attend the meeting either physically or virtually. Instead, members would vote on each resolution as follows:
 - complete a proxy form appointing the "Chair of the meeting" as their proxy (as opposed to the "Chair of the board" or any other third party) and instructing the Chair of the meeting to vote on their behalf, as she thinks fit, on each resolution to be proposed at the meeting.
 - complete a postal voting form
- Postal & Proxy voting forms will be available in the clubhouse lobby as from 30 September 2020.
- An AGM voting box will be available in the clubhouse lobby for completed voting forms.
- Completed forms may also be posted to the club office, marked Ladies AGM.
- Completed voting forms must be received by close of business on **Monday 12 October 2020**.

Notes:

Any questions with reference to the AGM must be forwarded in writing or by email to the Ladies Secretary before **12:00 on Monday 12 October 2020**.

The questions and answers will be displayed on the Ladies notice board in the locker room and will also be included in the minutes of the meeting.

Sally Hawkrige
Secretary