



National Beef Association

Tel: 01434 601005 Fax: 01434 601008

The Mart Centre, Tyne Green, Hexham, Northumberland, NE46 3SG

www.nationalbeefassociation.com

Notice of Annual General Meeting

Notice is hereby given that the Eighteenth Annual General Meeting ("Meeting") of the National Beef Association ("Charity") will be held on Tuesday 12th September 2017 in the Function Room, The Mart Centre, Tyne Green, Hexham, NE46 3SG at 1.00pm to transact the following business:

The Members of the Charity are invited to consider and, if thought fit, pass the following resolutions:-

A. Ordinary Resolutions

1. THAT the minutes of the Seventeenth Annual General Meeting of the Charity which took place at the Function Suite, Hexham Auction Mart, Hexham, NE46 3SG on Tuesday 13th September 2016 be approved.
2. THAT the Charity's Annual Statement of Accounts for the financial year ended 31st December 2016 together with the Trustees report and Auditor's report on those accounts be received.
3. THAT McCowie & Co, 52/54 Leazes Park Road, Newcastle upon Tyne, NE1 4PG be re-appointed as Auditors of the Charity to act as such until further notice and that the Trustees be authorised to fix their remuneration.
4. THAT William Harper, who will retire under the rotation provisions in the Charities Articles of Association be re-elected as a Trustee.
5. THAT Scott Henderson, who will retire under the rotation provisions in the Charities Articles of Association be re-elected as a Trustee.
6. THAT Caroline Poultney, who will retire under the rotation provisions in the Charities Articles of Association be re-elected as a Trustee.
7. THAT John Vanstone, who was co-opted by the Trustees and who will stand down at the AGM in accordance with the Charities Articles of Association, be elected as a Trustee.
8. THAT William Walton, who was co-opted by the Trustees and who will stand down at the AGM in accordance with the Charities Articles of Association, be elected as a Trustee.



FOR EVERYONE
WITH AN INTEREST
IN THE
CATTLE
INDUSTRY

B. Any Other Competent Business

[Any member wishing to raise any Other Competent Business is required to provide written details to the Charity's Hexham office by Tuesday 29th August 2017]

If you require a copy of the accounts please contact the office on 01434 601005 or you can find all the documents for the AGM on our website homepage at www.nationalbeefassociation.com.

By order of the Trustees

Helen Dobson
Company secretary

National Beef Association
The Mart Centre, Tyne Green, Hexham, Northumberland, NE46 3SG

23rd August 2017

Notes to the Notice of Annual General Meeting

Appointment of proxies

1. As a member of the National Beef Association, you are entitled to appoint a proxy to exercise all or any of your rights to attend, speak and vote at the Meeting and you should have received a proxy form with this notice of meeting. You can only appoint a proxy using the procedures set out in these notes and the notes to the proxy form.
2. A proxy does not need to be a member of the National Beef Association but must attend the Meeting to represent you. Details of how to appoint the Chairman of the 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 Meeting you will need to appoint your own choice of proxy (not the Chairman) and give your instructions directly to them.
3. 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 matter which is put before the Meeting.

Appointment of proxy using hard copy proxy form

4. The notes to the proxy form explain how to direct your proxy how to vote on each resolution or withhold their vote.

To appoint a proxy using the proxy form, the form must be:

- completed and signed;
- sent or delivered to the National Beef Association at The Mart Centre, Tyne Green, Hexham, NE46 3SG; and
- received by the National Beef Association no later than Tuesday 29th August 2017

In the case of a member which is a company, the proxy form must be executed under its common seal or signed on its behalf by an officer of the company or an attorney for the company.

Any power of attorney or any other authority under which the proxy form is signed (or a duly certified copy of such power or authority) must be included with the proxy form.

Electronic appointment of proxies

5. As an alternative to completing the hard-copy proxy form, you can appoint a proxy electronically by emailing the proxy form to helen@nationalbeefassociation.com. For an electronic proxy appointment to be valid, your appointment must be received by the National Beef Association no later than 5pm Tuesday 29th August 2017.

This e-mail address should not be used for any other purposes unless expressly stated.

Appointment of proxy by joint members

6. In the case of joint holders, where more than one of the joint holders purports to appoint a proxy, only the appointment submitted by the most senior holder will be accepted. Seniority is determined by the order in which the names of the joint holders appear in the National Beef Association's register of members in respect of the joint holding (the first-named being the most senior).

Changing proxy instructions

7. 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 the relevant cut-off time will be disregarded.

Where you have appointed a proxy using the hard-copy proxy form and would like to change the instructions using another hard-copy proxy form, please contact the National Beef Association on 01434 601005.

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 the National Beef Association using one of the following methods:

- By sending a signed hard copy notice clearly stating your intention to revoke your proxy appointment to the National Beef Association, The Mart Centre, Tyne Green, Hexham, NE46 3SG. In the case of a member which is a company, the revocation notice must be executed under its common seal or signed on its behalf by an officer of the company or an attorney for the company. Any power of attorney or any other authority under which the revocation notice is signed (or a duly certified copy of such power or authority) must be included with the revocation notice.
- By sending an e-mail to helen@nationalbeefassociation.com.

In either case, the revocation notice must be received by the Company no later than 5pm Tuesday 29th August 2017.

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.

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.

Communication

9. Except as provided above, members who have general queries about the Meeting should contact the National Beef Association on 01434 601005 (no other methods of communication will be accepted).

You may not use any electronic address provided either:

- in this notice of annual general meeting; or
- any related documents (including the proxy form),

to communicate with the Company for any purposes other than those expressly stated.