

ENGLISH TABLE TENNIS ASSOCIATION Limited
(Trading as Table Tennis England) ("Company")
Company number 04268058



Ref: 7802/0722/JKB

Date 24th June 2022

To: Company Members

The President, Honorary Past President, Vice-Presidents and
Honorary Life Members
The Secretaries of Affiliated Organisations

Bradwell Road
Loughton Lodge
Milton Keynes
MK8 9LA

The Auditors

Tel: 01908 208860

NOTICE OF ANNUAL GENERAL MEETING 2022

DATE AND VENUE

In accordance with Article 37.1, notice is hereby given, by order of the Board that the 2022 Annual General Meeting of the Company will be held on 16th July 2022 at 1.30pm. The meeting will be a hybrid meeting with members being able to join via zoom or by attending Cranfield University, Mitchell Hall, Cranfield, Bedfordshire, MK43 0AL but please see the notes accompanying this notice for important information regarding attendance. Members are required to pre-register their attendance whether physical or virtual and further details will follow once pre-registration closes on the 30th June 2022.

The business of the meeting shall be:

1. Minute's silence for members of the Table Tennis family that have passed away during the year
2. Report of Standing Orders Committee (7798/0722/DLH)
3. Adoption of Standing Orders (7799/0722/DLH)
4. Declaration of Business Interests
5. Minutes of Annual General Meeting held 17th July 2021 (7797/0721/JKB)
6. Matters arising from Minutes of last AGM
7. Resolutions *
 1. Company Members shall elect four directors (7804/0722/JKB) (Board)
 2. Nominations for Elected Directors shall be considered by the Nominations Committee (7805/0722/JKB) (Board)
 3. Appointed directors – balance of skills, experience, diversity etc (7806/0722/JKB) (Board)
 4. Affiliations Fees Compete and Compete Plus (7807/0722/JKB) (Board)
 5. Removal of requirement that Affiliation fees shall be set only at a General Meeting (7809/0722/JKB) (Board)
 6. Individual Company Member' shall be amended to 'Director Company Member' (7810/0722/JKB) (Board on advice of Rules Committee)
 7. Removal of casting vote at General Meetings (7811/0722/JKB) (Board on advice of Rules Committee)



Table Tennis England

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8. Change title of 'Board of Appeal' to 'Appeals Panel' (7812/0722/JKB) (Board on advice of Rules Committee)
9. Members being key stakeholders (7813/0722/JKB) (6 Company Members)
10. Pathway for Volunteers (7814/0722/JKB) (6 Company Members)
11. Staff with Table Tennis Knowledge (7815/0722/JKB) (6 Company Members)
12. Portas Report SE/DCMS Meeting (7816/0722/JKB) (6 Company Members)
13. ITTF Overrides to TTE Ranking List (7817/0722/JKB) (Peter Charters & Jos Kelly)

* The wording of the special and ordinary resolutions is in the appendix to this notice and includes explanatory notes.

8. Receive and acceptance of the financial report, including audited accounts for the Financial Year ending 31st March 2022 (7800/0722/JKB)
9. Reappointment of Auditors and authorise the Directors to agree their remuneration (7801/0722/JKB)
10. Election of Standing Orders Committee
11. Approve Honorary Life Member and Vice Presidents
12. Any other competent business

By order of the Board

Sandra Deaton
Chair

The registered office of the Company is Bradwell Road, Loughton Lodge, Milton Keynes, MK8 9LA



Note 1: General

Members will be able to participate in the meeting fully through electronic attendance. There will be no difference, in the exercisable rights of a member who attends electronically and a member who attends in person. The Board requires that the meeting is a hybrid meeting and will be conducted through the use of Zoom and in person at the venue highlighted. All voting by company members will be carried out electronically whether at the venue or on zoom. Members are required to pre-register their attendance whether physical or virtual by 30th June 2022 and further details will follow once pre-registration closes on the 30th June.

Please note that if national or local legislative restrictions are in place at the time of the meeting then members will be **required** to attend electronically only, in order to comply with the relevant legislative requirement.

Please note that due to the format of the meeting, apologies will be minuted but not verbalised during the meeting.

Note 2: Enclosed are

- 2.1 Proxy form and explanation (7803/0722/JKB)
- 2.2 The Report of the Standing Orders Committee (7798/0722/DLH)
- 2.3 Standing Orders for the meeting (7799/0722/DLH)
- 2.4 Minutes of last AGM (7797/0721/JKB)
- 2.5 Income and expenditure account, balance sheet, auditors report (7800/0722/JKB)

Note 3: Attendance

- 3.1 All Company Members or their proxies and all Affiliated Members are entitled to join the meeting. Others may do so with the Chairman's permission.
- 3.2 Only Company Members or their proxies are entitled to speak. Others including Affiliated Members may speak with the Chairman's permission.
- 3.3 Please note that the Zoom system records the names of those who have joined the meeting virtually.

Note 4: Voting by Company Members

- 4.1 Where the resolution is non-substantive, voting will be by 'show of hands' for those attending the meeting and for those attending virtually on Zoom there will be an electronic 'show of hands' in which each company member or their proxy has one vote and this will be logged by using the polling function on zoom, which has a tallying system to register the votes. If, using this method, there is less than 90% supporting the resolution we will undertake an official weighted vote. The Chairman will explain this on the day.
- 4.2 For most of the resolutions we will be carrying out Poll Votes using the Mi-Voice weighted voting system, which has been approved by Standing Orders Committee, Returning Officer and Rules Committee and will allow for results to be announced during the General meeting. For Poll Votes you will need an electronic device (PC, laptop, tablet or smart phone) so that you can vote using Mi-Voice whether you are attending the AGM physically or virtually on Zoom. It can be easier if you are attending virtually if Zoom is on a separate device to Mi-Voice.
- 4.3. Company Members who are unable to join the meeting, may appoint a proxy to exercise their rights at the meeting either in person or electronically. You can instruct your proxy how to vote on any resolution and the proxy must vote in the way you have instructed. The Board encourages you to appoint the Chair of the Meeting as your proxy. A proxy appointment form is enclosed. Please read the notes to the form which must



be returned to the email address given on it, or by post to the stated address, to arrive not later than **1.30pm on Thursday 14th July 2022.**

Note 5: Questions

Anyone wishing to put a question requiring the provision of figures or other statistical data or information that is not generally available must ensure that the question is sent to Joanna Keay-Blyth on joanna.keay-blyth@tabletennisengland.co.uk to arrive not later than Monday 11th July 2022.