**Annual General Meeting**

***Notice is hereby given*** ***that***

the Annual General Meeting of

The Association for Renewable Energy and Clean Technology (REA)

will be held via Microsoft Teams:

***on Thursday,*** ***23rd September 2021 at*** ***2.30pm***[[1]](#footnote-1)

**Agenda**

1. Welcome from Chair
2. Review of the year and future plans: REA Chief Executive
3. Elections of Directors by Ordinary Resolution:

**Resolution 1** - To note that the following directors will retire under article 6.5 of the Company’s Bye Laws and to reappoint them as directors of the Company:

**Candidates:** Juliet Davenport OBE, David Williams

1. Amendment of the Bye Laws by Special Resolution

**Resolution 2** – To amend clause 7.11 from:

The members of the Policy Board shall elect the Policy Board Chairman from amongst the population of current Sector Group Chairmen, and such chairman must be a representative of a Member. The election process will be set at each election by the CEO.

To:

The members of the Policy Board shall elect the Policy Board Chair from amongst the population of current Member Forum Chairs, or any other Member who put themselves froward and such chairs must be a representative of a Member. The election process will be set at each election by the CEO. If the successful candidate is a current Member Forum Chair, they may elect to relinquish their position of Forum Chair, in which case the Forum will elect a new Chair.

**Resolution 3** – To amend clause 7.12 from:

The Policy Board Chairman is entitled to a vote at Policy Board meetings but shall not have a casting vote. The Policy Board Chairman will serve for a one-year term, which may be extended on an annual basis by the members of the Policy Board.

To:

The Policy Board Chair is entitled to a vote at Policy Board meetings but shall not have a casting vote. The Policy Board Chair will serve for a three-year term. The Policy Board Chair shall be eligible for re-election if they so choose.

1. Any other business

**Dated: 31st August 2021**

*By Order of the Board*

**Rory Tait**

Secretary

Registered in England and Wales No: 4241430

Registered Office: Brettenham House, 2-19 Lancaster Place, London WC2E 7EN

**Proxy Form**

To be returned to the Association no later than **2:30pm on Tuesday, 21st September 2021**.

I/We, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ *(member’s name)*,

of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ *(address)*,

being a member of The Association for Renewable Energy and Clean Technology (REA) (the "Association") hereby appoint:

Either

1. \*the Chair of the Board, or failing him, the chair of the meeting.

OR

2. \*some other person - print their name here …………………………………………………….

(\*strike out 1. or 2.) as my proxy to vote for me on my behalf at the annual general meeting of the Company to be held on the 23rd of September 2021 and at any adjournment thereof. And to vote on my behalf on the adoption of the resolution:

|  |  |  |  |
| --- | --- | --- | --- |
| **Resolutions** | **For** | **Against** | **Vote Withheld** |
| **Election of Member Non-Executive Directors by Ordinary Resolution** |  |  |  |
| **Resolution 1** - To note that the following directors will retire under article 6.5 of the Company’s Bye Laws and to reappoint them as directors of the Company:   * Juliet Davenport OBE * David Williams |  |  |  |
| **Amendment of the Bye Laws by Special Resolution** |  |  |  |
| **Resolution 2** – To amend clause 7.11 from:  The members of the Policy Board shall elect the Policy Board Chairman from amongst the population of current Sector Group Chairmen, and such chairman must be a representative of a Member. The election process will be set at each election by the CEO.  To:  The members of the Policy Board shall elect the Policy Board Chair from amongst the population of current Member Forum Chairs, or any other Member who put themselves froward and such chairman must be a representative of a Member. The election process will be set at each election by the CEO. If the successful candidate is a current Member Forum Chair, they may elect to relinquish their position of Forum Chair, in which case the Forum will elect a new Chair. |  |  |  |
| **Resolution 3** – To amend clause 7.12 from:  The Policy Board Chairman is entitled to a vote at Policy Board meetings but shall not have a casting vote. The Policy Board Chairman will serve for a one-year term, which may be extended on an annual basis by the members of the Policy Board.  To:  The Policy Board Chair is entitled to a vote at Policy Board meetings but shall not have a casting vote. The Policy Board Chair will serve for a three-year term. The Policy Board Chair shall be eligible for re-election if they so choose. |  |  |  |

Dated: \_\_\_\_\_\_\_\_\_\_\_\_/2021

Signature(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## Notes:

1. To be valid this form, duly completed, must be received at The Association for Renewable Energy and Clean Technology, Brettenham House, 2-19 Lancaster Place, London WC2E 7EN, not less than 48 hours before the time fixed for the meeting. The form must be signed.
2. The proxy should be emailed to [companysecretary@r-e-a.net](mailto:companysecretary@r-e-a.net), or posted to the above address.
3. A corporation must execute this form either under its common seal or under the hand of two directors or one director and the secretary or under the hand of an officer or attorney duly authorised in writing.
4. Returning the form of proxy will not prevent you from attending the meeting and voting in person.

1. Any member of the Association entitled to attend and vote at the above meeting is entitled to appoint one or more proxies to attend and vote instead of him/her and such proxy need not be a member of the Association. Members wishing to vote by proxy at the meeting may use the AGM proxy form (see below) and return it at least 48 hours prior to the meeting to the Association at its registered office. [↑](#footnote-ref-1)