

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



Ref: 7769/0721/JKB  
Date 18th June 2021

To: Company Members

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

Bradwell Road  
Loughton Lodge  
Milton Keynes  
MK8 9LA  
Tel: 01908 208860

## NOTICE OF ANNUAL GENERAL MEETING 2021

### DATE AND VENUE

In accordance with Article 37.1, notice is hereby given, by order of the Board that the 2021 Annual General Meeting of the Company will be held on July 17<sup>th</sup> 2021 at 9am. The meeting will be held from Bradwell Road, Loughton Lodge, Milton Keynes, MK8 9LA but please see the notes accompanying this notice and covering letter from the Chair for important information regarding attendance. Members will be able to access the meeting online by Zoom and log in details will be sent to those who pre-register (details will follow shortly).

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 (7762/0721/DLH)
3. Adoption of Standing Orders (7763/0721/DLH)
4. Declaration of Business Interests
5. Minutes of Annual General Meeting held 18<sup>th</sup> July 2020 (7757/0720/JKB)
6. Matters arising from Minutes of last AGM
7. Minutes of Extraordinary General Meeting held 25<sup>th</sup> January 2021 (7765/0721/JKB)
8. Matters arising from Minutes of last EGM
9. Resolutions \*
  1. Affiliation Fee Refund for those that paid season 20/21 (7771/0721/JKB) (C Dangerfield)
  2. Independent Director Meaning (7772/0721/JKB) (P Charters)
  3. Definition of Registered Players (7773/0721/JKB) (Board)
  4. Elected Director Increase from 3 to 4 (7774/0721/JKB) (P Charters)
  5. Elected Directors Title (7775/021/JKB) (Board)
  6. Member Elected Director (7776/0721/JKB) (P Charters)
  7. Election of Directors Vote Units (7777/0721/JKB) (Board)
  8. Elected Director's Term of Office (7778/0721/JKB) (Board)
  9. Elected Director's Term of Office (7779/0721/JKB) P Charters)
  10. Re-Appointment of Directors (7780/0721/JKB) (P Charters)

Table Tennis England

Bradwell Road Loughton Lodge Milton Keynes MK8 9LA T 01908 208860 E [help@tabletennisengland.co.uk](mailto:help@tabletennisengland.co.uk)

 [tabletennisengland.co.uk](http://tabletennisengland.co.uk)



11. Company Membership (7781/0721/JKB) (Board)
12. Directors as Company Members (7782/0721/JKB) (Board)
13. Company Members who are National Councillors (7783/0721/JKB) (Board)
14. Honorary Appointments (7784/0721/JKB) (Board)
15. Clarification Affiliation Fees Increase (7785/0721/JKB) (Board)
16. Requisitioning of EGM (7786/0721/JKB) (Board)
17. Members who play in multiple leagues (7787/0721/JKB) (Board)
18. Casting vote at General Meetings (7788/0721/JKB) (Board)
19. Right to Appeal (7789/0721/JKB) (Board)
20. Proxies (7790/0721/JKB) (Board)
21. Votes to be available to League Secretary (7791/0721/JKB) (C Dangerfield)
22. Performance Sub Committee (7792/0721/JKB) (N Le Milliere)
- 22a. Performance Sub Committee Proposed Amendment (7793/0721/JKB) (A Ransome)
23. Instruct the Board in Performance KPI's (7794/0721/JKB) (P Charters)
24. Urges the Board in Performance KPI's (7795/0721/JKB) (P Charters)

\* The wording of the special and ordinary resolutions is in the appendix to this notice and includes explanatory notes. Please also note that, as explained in the appendix, where two special resolutions cover the same provision they will be debated together and the second resolution will only be put to the meeting if the first resolution fails.

10. Receive and acceptance of the financial report, including audited accounts for the Financial Year ending 31st March 2021 (7766/0721/JKB)
11. Reappointment of Auditors and authorise the Directors to agree their remuneration (7767/0721/JKB)
12. Election of Standing Order Committee
13. Approve Honorary Member and Vice Presidents
14. 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



## Notes (please also see the Chair's covering letter)

### Note 1: General

Given the continuing uncertainty as to the nature of any potential Covid-19 related restrictions and broader public health risks at the time the meeting is to be held, the Board is strongly encouraging members to register to attend the meeting electronically by Zoom.

Members will be able to participate in the meeting fully through electronic attendance. There will be no difference, as per the covering letter, in the exercisable rights of a member who attends electronically and a member who attends in person. The Board requires that the meeting be conducted through use of Zoom and as such any members who do attend at the physical location listed in the notice will be required to login to the Zoom platform together with those attending electronically only.

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 (7796/0721/JKB)
- 2.2 The Report of the Standing Orders Committee (7762/0721/DLH)
- 2.3 Standing Orders for the meeting (7763/0721/DLH)
- 2.4 Minutes of last AGM (7757/0720/JKB)
- 2.4 Minutes from EGM 25<sup>th</sup> February 2021 (7765/0121/JKB)
- 2.5 Income and expenditure account, balance sheet, auditors report (7766/0721/JKB)

### Note 3: Attendance

- 3.1 All Company Members or their proxies and 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.

### Note 4: Voting

- 4.1 Voting will be by an electronic 'show of hands' as per a physical meeting where the resolution is non-substantive in which each company member or their proxy who has joined the Zoom meeting has one vote and this will be logged by using the polling function on zoom. If using this method there is less than 90% supporting the resolution we will undertake an official weighted vote. The Zoom system has a tallying system which will register the votes. The Chairman will explain this on the day.
- 4.2 For most of the resolutions we will be carrying out Poll Votes using the MiVoice 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
- 4.3. If you are unable or do not wish to join the meeting yourself, then all members have the right to appoint another person as their proxy to exercise their rights at the meeting. The Board encourages you to appoint the Chair as your proxy to assist with the administration of the meeting via Zoom. You can instruct your proxy how to vote on any motion and the proxy will be required to vote in the way you have instructed at the meeting. A proxy appointment form is enclosed. Please read the notes to the form which must be returned to the email address given on it, to arrive not later than **9.00am on Thursday 15 July 2021**.



**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 the Victoria Wiegleb on [victoria.wiegleb@tabletennisengland.co.uk](mailto:victoria.wiegleb@tabletennisengland.co.uk) to arrive not later than Monday 12<sup>th</sup> July 2021.