



Letter to All Shareholders

3<sup>rd</sup> March 2016

### **Notice of an Annual General Meeting**

Notice is hereby given that the 2016 annual general meeting of the company will be held at Airport House, Purley Way, Croydon, CR0 0XZ on **Tuesday 26<sup>th</sup> April** at 11.30 hours for the following purposes:

1. To receive the report of the directors and the accounts for the year ended 31<sup>st</sup> October 2015.
2. To re-appoint Pritchard Fellows & Co as the company's auditors until the conclusion of the next annual general meeting of the company at which accounts are laid before the members.

### **Please e-mail us if you plan to attend**

If you cannot attend you are entitled to appoint a proxy to attend and vote on your behalf. A proxy need not be a shareholder. If you wish to do this please let us know, give your appointed proxy a letter of authorisation and ask them to contact us when they arrive.

By order of the board

A handwritten signature in black ink that reads "Mike Goodrich".

Mike Goodrich

Company Secretary

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