



Heathfields Residents Association Limited

NOTICE OF GENERAL MEETING

Notice is hereby given that a General Meeting of shareholders of Heathfields Residents Association Limited will be held at

Thriplow Village Hall, Monday 12th June 2023 at 7pm

Please come along and meet the Board of Directors and other shareholders. This is an ideal opportunity for you to find out what our plans are and have your say about our Association. Light refreshments will be available.

General nature of the business to be considered:

1. To receive the report of the Chairman.
2. To receive the reports relating to HRA Finance, Conveyancing and Estate Maintenance.
3. To consider and vote on a Special Resolution: that with effect from the passing of this resolution, the draft Articles of Association of the Company be and are hereby adopted by the Company in substitution for, and to the exclusion of, its existing Articles of Association.
4. To consider and vote on an Ordinary Resolution to increase the HRA service charge with effect from 1st January 2024.
5. To inform the meeting of the critical issue of ensuring there are sufficient HRA directors available to maintain effective and efficient management of the Association in the future.
6. To receive and accept the HRA Business Plan outlining the five-year forecast spend and works programme.
7. To inform the meeting of the scale of charges that are being introduced by the Board of Directors relating to late payment of HRA fees.
8. Any other business.

Special and ordinary resolution documents

The following documents applicable to the Special and Ordinary Resolutions can be viewed and downloaded on our website www.hra-duxford.org.uk/information/agm Hard copies are available on request by emailing martin.johnston@hra-duxford.org.uk, telephone 01223 839286 or using the 'contact us' page on the website.

Explanatory notes and background to the Articles of Association
Proposed new HRA Articles of Association, as amended.
Explanatory notes on the proposal to increase HRA fees.

Voting rights

All residents of Heathfields are invited to attend this meeting. However, the company, pursuant to the Articles of Association, specifies that only those shareholders who are registered as such and who have paid any and every sum which shall be due payable to the company (the service charge) in respect of their membership, shall be entitled to vote on any question either personally or by proxy.

A member can obtain information regarding their current service charges from either the HRA Finance Director finance@hra-duxford.org.uk or from our accountants - The Accountancy Practice, 41 High Street Royston, Telephone 01763 257882.

A non-member can also attend and act as a proxy voter but cannot vote themselves. A non-member can also attend but will not be entitled to vote or comment during the meeting.

Where two or more persons are joint owners of one property the person whose name first appears on the members' register shall exercise voting powers (but can appoint the other member as a proxy in their absence).

A proxy form and supporting information is attached to this notice. If you require additional forms, please contact martin.johnston@hra-duxford.org.uk or use the 'contact us' page on the HRA website.

All persons attending the meeting may be required to prove their identity and will be asked to sign in. Once official business has started all information will be recorded in the meeting minutes.

By order of the HRA Board of Directors

Geoffrey Creek
Martin Johnston
Darren Mullett
Colin Meehan
Susan Meehan
Timothy Spicer