Our Mission: To reduce the impact of food poverty on people in crisis in the Swindon and district area.

NOTICE OF ANNUAL GENERAL MEETING

Notice is hereby given that the annual general meeting (**Meeting**) of Swindon's Food Collective Ltd (company number: 11503403 and charity number: 1180603) (**Charity**) will be held at: **The Bible Society, Bentham Close, Stonehill Green, Westlea, Swindon Wiltshire SN5 7DG** on **Wednesday 9th December 2026** at **6pm**.

1 You will be asked to consider and vote on the special resolution below.

Revised Articles of Association

*"THAT the attached articles of association (**Articles**) shall be adopted as the articles of association of the Charity in substitution for, and to the exclusion of, the existing articles of association."*

Attachments:
"SFC Articles of Association - Updated 2026"
"Summary of proposed changes to SFC Articles 2026"

2 You will be asked to consider and vote on the ordinary resolution below.

Election of Trustees

"THAT the following persons shall be appointed as Trustees of the Charity"

Sally Austen
Mollyn Butaumocho
Stephen Hemmings
Stephen Lauder
Rosie Leather
Anne-Marie Long
Claire Pearce

Please refer to the attached brief biographies of each individual.

By order of the Board of Directors

David Cryer, Chair

The Warehouse, Bentham Close Stonehill Green, Westlea, Swindon SN5 7DG

Wednesday 9th December 6pm

NOTES TO THE NOTICE OF GENERAL MEETING

1. Appointment of proxies

If you are a member who is entitled to attend and vote at the Meeting, you are entitled to appoint a proxy to exercise your right to attend, speak and vote at the Meeting and you should have received a proxy form with this notice. A proxy does not need to be a member of the Charity but must attend the Meeting to represent you. You can only appoint a proxy using the procedures set out in these notes and the notes to the proxy form.

If you do not give your proxy an indication of how to vote on any resolution, your proxy will vote or abstain from voting at his or her discretion. Your proxy will vote (or abstain from voting) as he or she thinks fit in relation to any other matter which is put before the Meeting.

2. Appointment of proxy

The notes to the proxy form explain how to direct your proxy how to vote on each resolution.

To appoint a proxy using the proxy form, the form must be:

- completed and emailed to matt.jones@swindonfoodcollective.org; or posted or delivered to The Warehouse, Bentham Close Stonehill Green, Westlea, Swindon SN5 7DG; and
- received by the Charity no later than Wednesday 2nd December 2026.

In the case of a member which is a company, the proxy form must be executed under its common seal or signed on its behalf by an officer of the company or an attorney for the company.

Any power of attorney or any other authority under which the proxy form is signed (or a duly certified copy of such power or authority) must be included with the proxy form.

If you have not received a proxy form and believe that you should have one, or if you require additional proxy forms, please contact matt.jones@swindonfoodcollective.org.

3. Changing proxy instructions

Members may change proxy instructions by submitting a new proxy appointment using the method set out above. Note that the deadline for receipt of proxy appointments also applies in relation to amended instructions; any amended proxy appointment received after the relevant deadline will be disregarded.

Where you have appointed a proxy using the hard-copy proxy form and would like to change the instructions using another hard-copy proxy form, please contact matt.jones@swindonfoodcollective.org.

If you submit more than one valid proxy appointment, the appointment received last before the latest time for the receipt of proxies will take precedence.

4. Termination of proxy appointment

You may terminate a proxy instruction but to do so you will need to inform the Charity in writing by either:

- Sending a signed hard copy notice clearly stating your intention to revoke your proxy appointment to the Charity. In the case of a member which is a company, the revocation notice must be executed under its common seal or signed on its behalf by an officer of the company or an attorney for the company. Any power of attorney or

any other authority under which the revocation notice is signed (or a duly certified copy of such power or authority) must be included with the revocation notice.

- Sending an email to matt.jones@swindonfoodcollective.org confirming your intention to revoke your proxy appointment to the Charity,
- In either case, the revocation notice must be received by the Charity before the start of the annual general meeting on 7th December 2026.

If you attempt to revoke your proxy appointment but the revocation is received after the time specified, your original proxy appointment will remain valid unless you attend the Meeting and vote in person.

Appointment of a proxy does not preclude you from attending the Meeting and voting in person. If you have appointed a proxy and attend the Meeting in person, your proxy appointment will automatically be terminated.

5. Communication

Except as provided above, members who have general queries about the Meeting should contact matt.jones@swindonfoodcollective.org.

You may not use any electronic address provided either:

- in this notice; or
- any related documents (including the proxy form),

to communicate with the Charity for any purposes other than those expressly stated.

Voting will be conducted on a show of hands on the special resolution, and by ballot on the ordinary resolution to appoint trustees.