

**NOTICE OF ANNUAL GENERAL MEETING OF NOTTINGHAM CITY HOMES LIMITED
(The Company)**

Company Number: 5292636

This is notice that the annual general meeting of the Company will be held at **[insert place/address]** on **[insert date]** at **[insert time]** pm for the following purposes:

- 1 To approve minutes of the last annual general meeting and consider any matters arising.
- 2 To receive the report of the directors and audited accounts for the year ended **[insert month and year]**.
- 3 To [appoint/re-appoint] the auditors.
- 4 To authorise the board to fix the remuneration of the auditors.

5 Tenant board members

- 5.1 To note that there will be no retirement of the tenant board members pursuant to article 15(1).
- 5.2 To note that the following tenant board members (appointed to fill a casual vacancy since the previous annual general meeting) will remain in the office until the next annual general meeting pursuant to Article 17(2):

[Insert names]

6 Independent board members

- 6.1 To note that there will be no retirement of the independent board members pursuant to article 16(1).
- 6.2 To note that the following independent board members (appointed to fill a casual vacancy since the previous annual general meeting) are due to vacate the office pursuant to article 17(1):

[Insert names]

- 6.3 [The following have offered themselves for appointment:

[Insert names]

The board recommends that all the above applicants are suitable for appointment.]

The date of this notice is **[insert date]**.

By order of the board

_____ Company Secretary

The registered office of Nottingham City Homes Limited is 14 Hounds Gate Nottingham NG1 7BA.
