

NOTES TO THE NOTICE OF GENERAL MEETING

1. AS A MEMBER OF THE COMPANY, YOU ARE ENTITLED TO APPOINT A PROXY TO EXERCISE ALL OR ANY OF YOUR RIGHTS TO ATTEND, SPEAK AND VOTE AT THE MEETING AND YOU SHOULD HAVE RECEIVED A PROXY FORM WITH THIS NOTICE OF MEETING. YOU CAN ONLY APPOINT A PROXY USING THE PROCEDURES SET OUT IN THESE NOTES AND THE NOTES TO THE PROXY FORM.
2. A PROXY DOES NOT NEED TO BE A MEMBER OF THE COMPANY BUT MUST ATTEND THE MEETING TO REPRESENT YOU. DETAILS OF HOW TO APPOINT THE CHAIRMAN OF THE MEETING OR ANOTHER PERSON AS YOUR PROXY USING THE PROXY FORM ARE SET OUT IN THE NOTES TO THE PROXY FORM.
3. 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.
4. THE NOTES TO THE PROXY FORM EXPLAIN HOW TO DIRECT YOUR PROXY HOW TO VOTE ON EACH RESOLUTION OR WITHHOLD THEIR VOTE.

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

- (a) completed and signed;
- (b) sent or delivered to the Company at Catherine House, 74-76 Victoria Road, Aldershot, Hampshire GU11 1SS; and
- (c) received by the Company no later than 48 hours before the date of the General Meeting.

In the case of a member that is a company, the proxy form must be 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.

5. IN ORDER TO REVOKE A PROXY INSTRUCTION YOU WILL NEED TO INFORM THE COMPANY BY SENDING A SIGNED HARD COPY NOTICE CLEARLY STATING YOUR INTENTION TO REVOKE YOUR PROXY APPOINTMENT TO CATHERINE HOUSE, 74-76 VICTORIA ROAD, ALDERSHOT, HAMPSHIRE GU11 1SS. IN THE CASE OF A MEMBER THAT IS A COMPANY, THE REVOCATION NOTICE MUST BE 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.

The revocation notice must be received by the Company no later than 48 hours before the date of the General Meeting.

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.

6. **EXCEPT AS PROVIDED ABOVE, MEMBERS WHO HAVE GENERAL QUERIES ABOUT THE MEETING SHOULD CONTACT THE DEPUTY DIRECTOR-GENERAL BY POST OR EMAIL TO
ALICIA DUNNE, NCC, CATHERINE HOUSE, VICTORIA ROAD, ALDERSHOT,
HAMPSHIRE GU11 1SS OR ALICIA.D@THENCC.ORG.UK**