



Adjudication
Society

Adjudication Society (South West and South Wales Region)

Notice of AGM

The Annual General Meeting of the Adjudication Society (South West and South Wales Region) ('the Society') will take place at 5.45 on the Thursday 1st March 2012 at the offices of Burges Salmon at One Glass Wharf, Bristol, BS2 0ZX. The AGM will be followed by a presentation by Andrew Kearney Barrister.

The draft agenda of business to be transacted at the AGM is:

1. presentation of the reports and accounts of the Society;
2. election of the Regional Committee and Honorary Officers;
3. future events
4. A.O.B.

Motions for discussion at the AGM concerning any other items should be sent to the Secretary (at the address below) in accordance with clause 19.4 of the Constitution of the Society.

Please provide the Secretary with any nominations for election to the Regional Committee in accordance with the procedures stated in the Election Notification at the end of this Notice.

A Form of Proxy is also included after the Election Notification.

Stephen Clarke
Honorary Secretary
stephen.clarke@clarkewillmott.com

THE ADJUDICATION SOCIETY ('the Society')

South West and South Wales Region ('the Region')

ELECTION NOTIFICATION

To all members of the Region,

The Constitution requires that a Regional Committee be elected. The current Regional Committee therefore propose to make the following arrangements for the election of the Regional Committee. The Regional Committee will comprise a Chairperson, Secretary, Treasurer and Regional Convenor as well as general members. In accordance with the constitution, every member of the current Regional Committee must retire but may be re-elected.

The following have agreed to stand for election and re-election to the Regional Committee:

Mark Wheeler	Chairman and Convener
Duncan Weir	Treasurer
Chloe Flatley	Secretary
Jason Prosser	Member
Steve McCombe	Member
Stephen Homer	Member
Stephen Clarke	Member
Michael Waring	Member
Steven James	Member

An election, if necessary, will take place by electronic ballot with the results of that ballot being announced and approval of the election result sought at the Annual General Meeting of the Region which is scheduled to be held at the offices of Burges Salmon at 5.45 on 1 March 2012.

In order to achieve this, the Regional Committee has agreed to the following timetable:

Nominations of fully paid up members of the Region, indicating the post/membership sought, to be confirmed in writing by the candidate together with a written indication of support from and contact details of two fully paid up members of the Region acting as proposer and seconder, to be received by Stephen Clarke (by e-mail at stephen.clarke@clarkewillmott.com) no later than 12.00 noon on Thursday 9 Feb 2012.

Should an election be necessary for any post or general member of the Regional Committee then the following procedure will be implemented:

Those fully paid up members of the Region properly nominated will be invited to provide a written election statement of no more than 100 words by e-mail to stephen.clarke@clarkewillmott.com by 12.00 noon on Monday 20 Feb 2012, those statements will be posted on the Society's website and the electronic voting facility will be available to fully paid up members of the Region on the Society's website from as soon as possible after that time.

The election will close at 12.00 noon on 29th Feb 2012. Stephen Clarke and Mark Wheeler will act as the returning officers. The election result will be announced at the

Region's Annual General Meeting on Thursday 1 March 2012 and ratification of the result sought from that meeting.

The new Regional Committee will take up its role from the conclusion of the Annual General Meeting.

For and on behalf of the Regional Committee

Stephen Clarke
Honorary Secretary

stephen.clarke@clarkewillmott.com

The Adjudication Society South West & South Wales (the “Society”)

FORM OF PROXY

For use by members only.

I, [INSERT FULL NAME]

of [ADDRESS]

being a member of the Society, hereby appoint [NAME] or, failing him or her, the Chairperson of the meeting (*see Note 1*) to act as my proxy and to vote for me and on my behalf of the annual general meeting of the Association to be held on 1 March 2012 and at any adjournment thereof.

.....

Signed

NOTE 1: The Chairperson of the Meeting shall act as a proxy unless details of another proxy (also a member of the Society) is inserted above. The proxy must attend the meeting in person. In the absence of instructions, the proxy may act in his or her discretion in relation to any business.

When you have completed this form, sign and return it by post or email to be received by midday on 29 February 2012 to:

Honorary Secretary
Stephen Clarke
c/o Clarke Willmott LLP
1 Georges Square
Bath Street
Bristol
BS1 6BA

Tel: 0845 209 1303

Email: Stephen.clarke@clarkewillmott.com

Any alteration or deletion must be signed and initialled.