



Personal
Finance
Society

Standards. Professionalism. Trust.

The Personal Finance Society (the "Society")
3rd Floor, 20 Fenchurch Street,
London, EC3M 3BY
Telephone: +44 (0)20 7417 3584
Website: thepfs.org
Company number 05084125
Registered in England & Wales

Notice of Annual General Meeting 2023

Notice is hereby given that the Annual General Meeting of the Personal Finance Society will be held at **2pm (BST) on Tuesday, 19 September 2023**, at etc venues, Monument, 8 Eastcheap, London EC3M 1AE, and online, to receive the Report from the Board of Directors and to consider and, if thought fit, approve the resolutions set out below, each of which will be proposed as an ordinary resolution.

Please refer to the notes overleaf for details on how to participate in the AGM.

The **ordinary business** of the Annual General Meeting as prescribed in the Articles of Association (Article 6.2):

1. **That** the Report and Financial Statements of the Society for the year ended 31 December 2022 be received and considered.
2. **That** Crowe U.K. LLP be reappointed as Auditors of the Society for the financial year ending 31 December 2023 and that the Directors be authorised to agree their remuneration.

The **special business** of the Annual General Meeting as prescribed in the Articles of Association (Article 6.2):

3. **That** Carla Brown be appointed as a Member Director of the Society, as approved by the Board of Directors.
4. **That** Daniel Williams be appointed as a Member Director of the Society, as approved by the Board of Directors.
5. **That** Elizabeth Bastin be appointed as a Lay Director of the Society, as approved by the Board of Directors.

Andy Briscoe, Interim Chair
By order of the Board
03 July 2023

The following information is available on the website (www.thepfs.org/agm)

- Annual Report and Financial Statements for 2022
- Director Biographies
- Proxy Voting Form.

Notes

1. How to join the meeting on the day

The meeting will take place online and in person at at etc venues Monument, 8 Eastcheap, London EC3M 1AE.

Those wishing to attend in person should register their interest by emailing PFSAGM@thepfs.org. In person spaces are limited so members are encouraged to register early. Please do not attend in person if your space has not been confirmed.

Members can also attend and participate in the meeting online. Members with a registered active email address will receive an email from Lumi, our voting and meeting platform provider, with instructions on how to take part.

These instructions include login details that are unique to each member.

If you do not receive this email, please contact Lumi directly at PFS@Lumiengage.com to request your login details.

The virtual platform supports most common browsers including all recent versions of Chrome, Safari, Firefox & Edge.

2. Who can vote

Only Full Members of the Society are entitled to vote at the meeting. Full Members must have paid their subscriptions as are payable. Bye-Law 3 defines Full Members as “such persons who are:

3.1 holders of the Financial Planning Certificate or Certificate in Financial Planning qualification (Note: now includes Certificate in Financial Services) issued by the Institute* (or other qualification as the Board may deem acceptable from time to time which shall be equivalent or higher); and

3.2 admitted in accordance with the provisions of these Bye-laws upon payment of such subscription fee as the Board may from time to time determine.”

3. Right to appoint a proxy

A member is entitled to appoint another person as their proxy to exercise all or any of their rights to attend and to raise questions and vote at the meeting. A proxy need not be a member of the Society.

* The Chartered Insurance Institute

4. How to vote by proxy

The email sent by Lumi to all members with a registered active email address will explain how the virtual platform can be used to appoint the Chair as your proxy and submit your voting instructions electronically in advance of the meeting.

Alternatively, the proxy voting form for the meeting can be used to appoint a proxy and register your voting instructions. This can be found at www.thepfs.org/agm, or you can request to have a hard copy form sent to you by post by emailing PFSAGM@thepfs.org or calling **020 7417 3584**.

The hard copy form should be completed, signed and then either emailed to PFSAGM@thepfs.org or posted to:

**The Company Secretary
The Personal Finance Society
3rd Floor, 20 Fenchurch Street
London EC3M 3BY**

Proxy appointments and voting instructions, including any amendments, must be received by **2pm (BST) on Friday, 15 September 2023**. You will not be able to submit a proxy vote after this time, however, you may still attend and vote during the meeting.

Members with voting rights are only entitled to vote once. If a member submits a proxy vote electronically and in hard copy only the electronic vote will be counted. A vote cast at the meeting will override any previous vote cast by proxy.

5. Comments and questions in advance

The email sent by Lumi to all members with a registered active email address will explain how to submit comments and questions for the Board using the virtual platform.

Those requiring technical assistance should contact Lumi at PFS@Lumiengage.com.

General queries can also be submitted in advance of the meeting by emailing PFSAGM@thepfs.org.



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The Personal Finance Society is a company limited by guarantee registered in England & Wales with company number 5084125 and its registered office at 3rd Floor, 20 Fenchurch Street, London EC3M 3BY.

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