



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 2022

Notice is hereby given that an Annual General Meeting of the Society will be held in person at **Reading Football Club, Select Car Leasing Stadium, Reading, RG2 0FL** and virtually at **2.00pm (BST) on Tuesday, 20th September 2022** 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 instructions 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 2021 be received and considered.
2. **That** Crowe U.K. LLP be appointed as Auditors of the Society for the financial year ending 31 December 2022 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):

Note: Sarah Lord retires as a Member Director having completed her maximum permitted term under Article 9.12.

3. **That** Vanessa Barnes, who retires by rotation as a Member Director of the Society at this Annual General Meeting, be reappointed as a Member Director as approved by the Board of Directors.

By order of the Board
Sarah Lord, President
24 August 2022

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

- Annual Report and Financial Statements for 2021
- Director Biographies
- Proxy Voting Form.

Notes

1. How to join the meeting on the day

The meeting will take place in person at the address overleaf. We encourage all members to attend in person if they are able but appreciate that this may not be possible for many, so the meeting will also be held virtually.

All members with a registered active email address will receive an email on 24th August from Lumi, our secure voting and meeting platform provider, with instructions on how to participate in the meeting using the virtual platform, available here:

<https://web.lumiagm.com/127-024-128>.

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.

We recommend that members attending virtually join the meeting at least 15 minutes before it begins.

2. Who can vote

Only Full Members of the Society are permitted 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.

4. How to vote by proxy

The email sent by Lumi to all members with a registered active email address on 24th August will explain how the virtual platform can be used to submit a proxy vote electronically in advance of the meeting.

Alternatively, the proxy voting form for the meeting can be found at www.thepfs.org/agm, or you can request to have a copy sent to you by post by emailing PFSAGM2022@thepfs.org or calling **020 7417 3584**.

The form should be completed, signed and then either emailed to PFSAGM2022@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 Monday, 19th September 2022**. You will not be able to submit a proxy vote after this time, however, you may attend and vote during the meeting.

Please note that members are only entitled to vote once. Where an individual votes virtually and submits a hard copy proxy form only the virtual vote will be counted. A vote cast by a member on the day of the meeting will override any previous vote cast by proxy.

5. Comments and questions in advance

The meeting will include a brief moderated Q&A session. Members can submit comments and questions to the Board in advance using the Lumi platform or by email to PFSAGM2022@thepfs.org.

* The Chartered Insurance Institute



**Personal
Finance
Society**

Standards. Professionalism. Trust.

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.

COH_J013143 (08/22)