

[REDACTED]

19th December 2018

Dear Directors,

Thank you for your emails. I understand that EDF operate paperless invoices; that means that they will have emailed the invoices to you or you can download them from their website. All you need to do is forward them to me.

In view of your assertion that "all Company matters required by Law and as reported by Members have been addressed or are in hand" please advise when the following, which are still outstanding, will be provided:

- The remainder of the documents supporting the 2016-17 accounts including bank statements. I am sure you know me well enough by now to know that I will not give up until I have seen them.
- The accounts for 2017-18 which are due by 31st December 2018.
- The notice announcing the AGM and without which directors cannot continue in office and new accountants cannot be appointed (we are aware the previous ones have not been instructed).
- The scope of the management that Clarke Gammon will carry out.

These are matters of extreme gravity and we are within our rights to contact the agent on these or any other matters.

I would also point out that we still await details of the fees charged by W. Davies which we requested some time ago.

I wrote to you some time ago to request an AGM. I am aware that other shareholders made the same request and the total number of requests exceeded the statutory minimum of 5% of the shareholders. I write again now to make the same request and ask that you include in the agenda:

- a) Presentation of the company accounts
- b) The retirement by rotation and appointment of Directors
- c) Director's remuneration
- d) The appointment of managing agents
- e) The building of bike sheds and other maintenance matters and improvements to the estate
- f) Section 20 consultations
- g) Appointment of accountants

Of course you may also have other items for the agenda. I'm sure you are aware that it is a legal requirement that the Directors attend the meeting.

For the avoidance of doubt, the link below will take you to the relevant section of the Companies Act which outlines your responsibilities as Directors regarding the holding of AGMs. Although the Act does allow for AGMs to be dispensed with, this must be by a unanimous vote, and therefore you are obliged to hold an AGM *even if no-one requests it*. I hope that my fellow shareholders will overlook the fact that you have unlawfully failed to hold an AGM for so many years as long as you make arrangements for one at the earliest opportunity.

<https://www.legislation.gov.uk/ukpga/2006/46/section/303>

If you consider that this request has not been made properly and legitimately, within both the spirit and the letter of the law, I would appreciate it if you would please advise me as to what else you require from me/us (the shareholders).

Kind regards,

Maria Fisher