



9th January 2026

Dear Member

Annual General Meeting – 11th February 2026

I am pleased to inform you of the details of our Annual General Meeting (“AGM”) which we are holding at The Waterside Centre, Wednesday 11th February 2026, 11.00am to 12.00pm.

A copy of the accounts will be sent ahead to you ahead of the AGM and is not for public circulation. A further copy of the accounts is filed at Companies House in due course and is available to members of the public on request.

If you would like to vote on the resolution(s) but are unable to attend the AGM, you may appoint a proxy. Please kindly email info@newburybid.com as soon as possible to request a proxy form. Notification of a proxy vote must be received by the Company Secretary no later than by 4pm on Wednesday 4th February 2026.

We very much hope that you will be able to attend the meeting and look forward to seeing you.

Yours Sincerely

Ian Batho,

Chair,

Newbury BID CIC

Newbury Business Improvement District, CIC

Registered Office: 4-8 Broadway House, The Broadway, Newbury. RG14 1BA

Registered Company No: 06977701 / VAT registered: 164706110



NOTICE IS HEREBY GIVEN that the Annual General Meeting of the Company will be held at Waterside Youth & Community Centre, Newbury, RG14 1DS, at 11am on Wednesday 11th February 2026 for the following purposes:

1. To receive the draft accounts: directors' report and auditors' report for the year ending 31st May 2025.
2. To re-appoint the company's accountants/auditors UHY Ross Brooke to serve until the conclusion of the next general meeting at which accounts are laid before members, and to authorise the directors to fix their remuneration.
3. To re-elect Chair, Vice-Chair and other responsible representatives to the Board of Directors of Newbury BID CIC.

By Order of the Board

Ian Batho

Newbury BID CIC Chair

Newbury BID CIC Registered Office:

4-8 Broadway House

The Broadway

Newbury,

RG14 1BA

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NOTES TO THE NOTICE OF ANNUAL GENERAL MEETING

Rights to appoint proxies

1. As a member of the Company, you are entitled to appoint another person as your proxy to exercise all or any of your rights to attend, speak to and vote at the Meeting.
2. You may give your proxy an indication of how to vote on any resolution. If not, your proxy will vote (or abstain from voting) as he/she thinks fit.
3. The notes to the proxy form explain how to direct your proxy on how to vote on each resolution.
4. To appoint a proxy using the form, the form must be:
 - a. Completed and signed.
 - b. Sent or delivered to the Company at Broadway House, The Broadway, RG14 1BA, Newbury no later than Wednesday 4th February 2025 at 4pm.

Changing proxy instructions

5. To change your proxy instructions simply submit a new proxy appointment using the method set out above. Note that the cut-off time for receipt of proxy appointments (see above) also applies in relation to amended instructions: any amended proxy appointment received after the relevant cut-off time will be disregarded.
6. If you submit more than one valid proxy appointment, the appointment received last before the latest time for the receipt of proxies will take precedence. Termination of proxy appointment
7. 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

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appointment. In the case of a member which is a company, the revocation notice must be executed under its common seal or 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.

8. The revocation notice must be received by the Company no later than Wednesday 4th February 2026 at 4pm.

9. 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.

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