

NOTICE OF ANNUAL GENERAL MEETING

British Universities and Colleges Sport Ltd



Registered address: 20-24 King's Bench Street, London, SE1 0QX

Charity number: 1126863

Company number: 06483060

Date: 11 December 2022

Time: 13:45-15:45

Location: Stephenson Room, Holywell Park Conference Centre, Holywell Way, Loughborough University Science and Enterprise Park, Loughborough, LE11 3GR, United Kingdom

Notice is hereby given that the Annual General Meeting (AGM) of British Universities and Colleges Sport (BUCS) will be held on Wednesday 11 December 2024 from 13:45 to 15:45. The meeting will be held at the Holywell Park Conference Centre, Loughborough, in the Stephenson Room, LE11 3GR.

Attending the Meeting.

Your attendance and participation are of great importance to the success of our AGM, and we highly encourage you to attend.

Please register to attend by completing the ticket form found [here](#).

The formal agenda and papers are available [here](#).

The AGM agenda will be as follows:

- Welcome**
 - Apologies:** To note any apologies for absence.
 - Minutes of the Annual General Meeting held on 12 December and matters arising:** Ordinary resolution vote to receive and approve that the minutes of the 2023 AGM held on 12 December 2023 can be adopted as a true record of the meeting.
 - Chief Executive Officer Update:** To receive an update from the CEO on the activities of BUCS since the previous AGM.
 - Annual Report and Accounts:** To receive the Company's annual accounts for the financial year ending 31 July 2024, together with the Trustees report and auditor's report on those accounts.
 - Board Trustee Ratification:** Ordinary resolution vote to ratify the appointment of Amanda Broderick as Chair of the Board of Trustees.
 - Annual Subscription Fee Ratification:** Ordinary resolution vote to approve the application of an increase of CPIH as of 20 November 2024 to subscription fees for FY25.
 - Annual Subscription Fee Ratification:** Ordinary resolution vote to approve the revised annual subscription fee calculus for introduction in FY26.
 - Articles of Association Revisions:** Special resolution vote to reform of the articles of association.
- Break (15 mins):** To allow members to submit their vote on the special resolution proposed to reform the Articles of Association.
- Member questions and any other business:** Opportunity for members to ask questions to the BUCS Board of Trustees, CEO and Senior Leadership Team.

Resolutions.

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During the meeting Member Representatives shall exercise the right of membership on behalf of their Member Institution and will be asked to vote, through a poll, on ordinary resolutions and a special resolution. I link [here](#) the AGM papers which will provide you with further information on each of the motions being voted on. The resolutions proposed are outlined below, and unless specified otherwise will be proposed as ordinary resolutions.

1. To receive and approve that the minutes of the 2023 AGM held on 12 December 2023 can be adopted as a true record of the meeting. Paper 1 found [here](#).
2. To receive the Company's annual accounts for the financial year ended 31 July 2024 together with the Trustee's report and auditor's report on those accounts. Paper 2 found [here](#).
3. To ratify the appointment of Amanda Broderick as Chair of the Board of Trustees.
4. To approve the application of an increase of CPIH as of 20 November 2024 to subscription fees for FY25. Paper 3 found [here](#).
5. To approve the revised annual subscription fee calculus for introduction in FY26. Paper 3 found [here](#).
6. Special Resolution - To reform the BUCS Articles of Association. Paper 4, 5 and 6 found [here](#).

As soon as practicable following the meeting, the results of the voting will be announced.

Appointing a Proxy.

If you are a Member Representative entitled to attend and vote at the AGM, or a Member entitled to attend the AGM, but you are unable to attend, you are entitled to appoint a proxy to attend to exercise all or any of your rights. To do this, please complete the relevant proxy form [here](#) and return it to [Jess Melling, Head of Governance and Compliance](#) no later than 1:45pm on Monday 9 December 2024. Your proxy will also need to register through the ticket process [here](#)

We want to hear from you.

We want to provide the opportunity to submit your questions to the BUCS team to help us ensure that we are able to tailor the information provided to address your interests and concerns. You can access the submission form [here](#). The deadline for this is Wednesday 27 November 2024.

We would like to thank you for your ongoing support and look forward to welcoming you to our 2024 AGM. Your participation will help to ensure transparency, accountability, and the collective success of BUCS as we move into delivery of our new strategy.

If you have any questions, please contact the BUCS team by [email](#) or [phone](#).

Yours sincerely



Professor Amanda Broderick
Chair of the Board of Trustees
By order of the BUCS Board of Trustees