THE INCORPORATED LAW SOCIETY FOR CARDIFF AND DISTRICT
(Registered in England and Wales with number 00022357)

(the **Company**)

NOTICE OF ANNUAL GENERAL MEETING 2026

NOTICE IS HEREBY GIVEN that the Annual General Meeting of The Incorporated Law Society for Cardiff and District will be held at 3rd Floor, 3 Callaghan Square, Cardiff, CF10 5BT on 16 December 2026 at 5.30pm.

You will be asked to consider and vote for the resolutions set out below which are proposed and will be passed as ordinary resolutions.

ORDINARY RESOLUTIONS

1 To receive the unaudited financial statements for the year ended 31 December 2025 including the Treasurer's Report.

2 The election of the following people as officers and Council members with effect from the conclusion of the meeting:-

Name	Position	Length of office term
Julia Reynolds	President	One year
Helen Robinson	Senior Vice President	One year
Jonathan Marsh	Junior Vice President	One year
Stephen Averill	Treasurer	One year
Rachelle Sellek	Honorary Secretary	One year
Hannah Newberry	Honorary Asst. Secretary P.D. Officer	One year
Steve Roberts	Hon. Asst. Secretary Membership	One year
Trish D'Souza and Jenine Abdo	Hon. Asst. Secretary Diversity & Inclusion (co – leads)	One year
Jonathan Marsh	Hon. Asst. Secretary Regulatory	One year

Gweni Reeves	Hon. Asst. Secretary Social	One year
Emma Waddingham	Hon. Asst. Secretary Marketing and Website	One year

3 To re-appoint the following people as members of Council who retire pursuant to Article 48 of the Articles and offer themselves for re- election with effect from the conclusion of the meeting:

Aysha Chouhdary	Ordinary	Three Years

4 To approve the donation of £250 to The Solicitor's Charity and £250 to LawCare (Mental Health Charity for Legal Sector).

PRESIDENT'S REPORT

AOB

Registered Office
3 Assembly Square
Britannia Quay
Cardiff
CF10 4PL

By Order of the Board
R L Sellek
Company Secretary

Dated: 26 November 2026

See below for Notes.

NOTICE OF ANNUAL GENERAL MEETING

NOTES

The terms used in this Note here shall have the same meanings as those set out in the Company's articles of association. References to articles are to the aforementioned articles of association.

1. Every member shall have one vote whether on a show of hands or on a poll provided that any Associate Members as defined in Article 4 shall not be entitled to vote.

2. Members are entitled to appoint a proxy to vote at a general meeting of the Company. The process for doing so is as described in paragraph 6 below.

3. On a show of hands, each member present is entitled to one vote. Members represented by proxy shall have no vote.

4. On a poll, votes may be given either personally or by proxy, but no person shall act as a proxy who is not entitled to be present and vote in his own right.

5. A vote given in accordance with the terms of an instrument of proxy shall be valid notwithstanding the previous death of the principal or revocation of the proxy, provided that no intimation in writing of the death or revocation shall have been received at the registered office one hour at least before the time fixed for holding the meeting.

6. The instrument appointing a proxy shall be in writing under the hand of the appointor or his attorney duly authorised in writing, in the following form or as near thereto as circumstances will permit:-

   "THE INCORPORATED LAW SOCIETY FOR CARDIFF AND DISTRICT"

   "I, of a member of THE INCORPORATED LAW SOCIETY FOR CARDIFF AND DISTRICT hereby appoint of another member of the Society, and failing him of another member of the Society, to vote for me and on my behalf at the Annual General Meeting of the Society held on the day of and at every adjournment thereof.

   As my witness my hand this day of ."

7. To be valid any proxy form or other instrument appointing a proxy must be:

   - completed and signed;

- sent or delivered to R L Sellek, 3 Assembly Square, Britannia Quay, Cardiff CF10 4PL; and
- received by R L Sellek no later than forty-eight hours before the time appointed for holding the meeting.