

INDUSTRY AND PARLIAMENT TRUST

No. 01308583

Notice of Annual General Meeting

Notice is hereby given that the Annual General Meeting (Meeting) of the Industry and Parliament Trust (Trust) will be held on **Tuesday 14 September 2021** in Committee Room G, House of Lords, London SW1A 0PW at 17.30 to transact the following business:

SPECIAL BUSINESS

To consider and if thought fit, to pass the following resolutions which will be Special Resolutions:

1. To re-appoint Edward McMullan as a Trustee of the Trust, being his third term appointment for a four-year period.
2. To re-appoint Andrew Walker as a Trustee of the Trust, being his third term appointment for a two-year period.

ORDINARY BUSINESS

To consider and if thought fit, to pass the following resolutions which will be Ordinary Resolutions:

3. To receive and adopt the Trust's annual accounts for the year ended 31 December 2018 together with the Trustees' report for the year ended 31 December 2020.
4. To re-appoint Buzzacott LLP as auditors of the Trust.
5. To appoint Lord Young of Norwood Green as a Trustee of the Trust, being his first appointment for a four-year period pursuant to Article 37 of the Articles.
6. To appoint Jae Samant as a Trustee of the Trust, being her first appointment for a four-year period pursuant to Article 37 of the Articles.
7. To appoint Bobby Hain as a Trustee of the Trust, being his first appointment for a four-year period pursuant to Article 37 of the Articles.
8. To re-appoint Kevin Hollinrake MP as a Trustee of the Trust, being his second appointment for a four-year period pursuant to Article 37 of the Articles.

Dated: 8 June 2021

BY ORDER OF THE BOARD

Angela Hodder
Company Secretary

Registered Office: Suite 101, 3 Whitehall Court, London, SW1A 2EL

Notes

1. A member entitled to attend and vote at the meeting convened by the notice set out above is entitled to appoint a proxy to attend, speak and vote in his place. A proxy need not be a member of the Company.
2. A form of proxy is enclosed. To be effective it must be deposited at the registered office of the Trust so as to be received not later than 48 hours before the time appointed for holding the annual general meeting. Completion of the proxy does not preclude a member from subsequently attending and voting at the meeting in person if he or she so wishes.

INDUSTRY AND PARLIAMENT TRUST
Annual General Meeting
Form of Proxy

For use by members only.

Before completing this form, please read the explanatory notes below

I
[insert full name]

of
[insert company]

.....
[insert full address]

being a member of the Industry and Parliament Trust, hereby appoint the chairman of the meeting or (see note 3)

.....
[insert full name of proxy]

of
[insert full address of proxy]

as my proxy to attend, speak and vote on my behalf at the annual general meeting of the Company to be held on Tuesday 14 September 2021 in Committee Room G, House of Lords and at any adjournment of the meeting.

I direct my proxy to vote on the following resolutions as I have indicated by marking the appropriate box with an 'X'. If no indication is given, my proxy will vote or abstain from voting at his or her discretion and I authorise my proxy to vote (or abstain from voting) as he or she thinks fit in relation to any other matter which is properly put before the meeting

| RESOLUTIONS | For | Against |
|---|-----|---------|
| SPECIAL BUSINESS | | |
| Resolution 1: To re-appoint Edward McMullan as a Trustee of the Trust, being his third term appointment for a four-year period. | | |
| Resolution 2: To re-appoint Andrew Walker as a Trustee of the Trust, being his third term appointment for a two-year period. | | |
| ORDINARY BUSINESS | | |
| Resolution 3: To receive and adopt the Trust's annual accounts for the year ended 31 December 2020 together with the Trustees' report for the year ended 31 December 2020. | | |
| Resolution 4: To re-appoint Buzzacott LLP as auditors of the Trust. | | |
| Resolution 5: To appoint Lord Young of Norwood Green as a Trustee of the Trust, being his first appointment for a four-year period pursuant to Article 37 of the Articles. | | |
| Resolution 6: To appoint Jae Samant as a Trustee of the Trust, being her first appointment for a four-year period pursuant to Article 37 of the Articles. | | |
| Resolution 7: To appoint Bobby Hain as a Trustee of the Trust, being his first appointment for a four-year period pursuant to Article 37 of the Articles. | | |

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| Resolution 8: To re-appoint Kevin Hollinrake MP as a Trustee of the Trust, being his second appointment for a four-year period pursuant to Article 37 of the Articles. | | |
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Signature Date

Notes to the proxy form

1. As a member of the Company you are entitled to appoint a proxy to exercise all or any of your rights to attend, speak and vote at a general meeting of the Company. You can only appoint a proxy using the procedures set out in these notes.
2. 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.
3. A proxy does not need to be a member of the Company but must attend the meeting to represent you. To appoint as your proxy a person other than the Chairman of the meeting, insert their full name in the box. If you sign and return this proxy form with no name inserted in the box, the Chairman of the meeting will be deemed to be your proxy. Where you appoint as your proxy someone other than the Chairman, you are responsible for ensuring that they attend the meeting and are aware of your voting intentions. If you wish your proxy to make any comments on your behalf, you will need to appoint someone other than the Chairman and give them the relevant instructions directly.
4. To direct your proxy how to vote on the resolutions mark the appropriate box with an 'X'. If no voting indication is given, your proxy will vote or abstain from voting at his or her discretion. Your proxy will vote (or abstain from voting) as he or she thinks fit in relation to any other matter which is put before the meeting.
5. To appoint a proxy using this form, the form must be:
 - completed and signed;
 - sent or delivered to the Industry and Parliament Trust at Suite 101, 3 Whitehall Court, London SW1A 2EL; and
 - received by the Industry and Parliament Trust no later than **Thursday 9 September 2021 at 17:30**.
6. In the case of a member which is a company, this proxy form must be executed under its common seal or signed on its behalf by an officer of the company or an attorney for the company.
7. Any power of attorney or any other authority under which this proxy form is signed (or a duly certified copy of such power or authority) must be included with the proxy form.
8. 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.

Changing proxy instructions

9. To change your proxy instructions simply submit a new proxy appointment using the methods set out above. Note that the cut-off time for receipt of proxy appointments stated above also applies in relation to amended instructions; any amended proxy appointment received after the relevant cut-off time will be disregarded. Where you have appointed a proxy using the hard-copy proxy form and would like to change the instructions using another hard-copy proxy form, please contact Angela Hodder on 020 7839 9400 who can provide you with another form.

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 appointments

10. 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 appointment to Suite 101, 3 Whitehall Court, London, SW1A 2EL. 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.

The revocation notice must be received by the Trust no later than **Friday 10 September 2021 at 16:00**.

11. If you attempt to revoke your proxy appointment but the revocation is received after the time specified then, subject to the paragraph directly below, your proxy appointment will remain valid.
12. 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.

Communication

13. Except as provided above, members who have general queries about the Meeting should contact Angela Hodder of the Trust at Suite 101, 3 Whitehall Court, London, SW1A 2EL in writing. (No other means of communication will be accepted)