

Our Ref: AGM 2023 / Letter 2/Notice

6 October 2023



To: **Secretaries of Full Member Clubs and Associated Bodies**  
**Secretaries of Associate Clubs** (*For Information only*)  
**Members of the Scottish Rugby Union Board and Club Rugby Board**  
**Members of the Scottish Rugby Limited Board**  
**Past Presidents**

***Distribution by Email***

**Scottish Rugby Union**  
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Dear Colleague,

**Scottish Rugby Union - Annual General Meeting 2023**  
**Notice of Meeting – Saturday 18 November 2023 at 10.30 am**

I enclose formal Notice of Scottish Rugby Union's 2023 Annual General Meeting, including the Order of Business.

The Meeting is being held on a hybrid basis – those entitled to attend may do so either in -person or via an online meeting platform.

The Notice includes details of the Resolutions that will be proposed by the Union at the meeting, together with some explanatory notes outlining the rationale for each of the Resolutions. **Please read these carefully.**

Under Article 43 of the Scottish Rugby Union Articles of Association, full members and associated bodies are entitled, subject to certain conditions, to submit amendments to Resolutions.

If you wish to submit an amendment, you should submit it by no later than 5pm on **Friday 20<sup>th</sup> October 2023** to the registered office address for the attention of the Company Secretary or by email to:

[robert.howat@sru.org.uk](mailto:robert.howat@sru.org.uk).

Please note that an ordinary resolution may be amended by ordinary resolution provided the amendment does not, in the reasonable opinion of the chair of the meeting, materially alter the scope of the resolution.

A special resolution may be amended by ordinary resolution if: (i) the chair proposes the amendment at the general meeting; and (ii) the amendment does not go beyond what is necessary to correct a grammatical or other non-substantive error in the resolution.

***Proxy Voting***

Proxy voting will also be available this year. If your representatives are unable to attend the Meeting either in person or using the online platform, **please consider using the proxy voting service to ensure that your vote can be recognised and contributes to the minimum quorum requirement.**

This letter includes a sample form of proxy which shows the information that you will need to provide, and accompanying notes setting out various rights of proxies and information about completion.

**The form should be completed online only.**

You will receive a separate email from [SRU@lumiengage.com](mailto:SRU@lumiengage.com) within the next 7 days which will contain your username, password and log in instructions. Please make sure to check your spam / junk folders.

You will be able to record your proxy details from Monday 16 October using this service.

The draft Minutes of the 2022 Annual General Meeting held on 13 August 2022 (Part1) and 28 September 2022 (Part 2) and the Special General Meeting held on 28 September 2022 are available on the Scottish Rugby website.

[Scottish Rugby Union AGM - Scottish Rugby](#)

Further documentation for the Meeting, including a copy of the Annual Report and Financial Statements, will follow closer to the time of the Meeting.

Thank you for your assistance.

Yours sincerely,

A handwritten signature in blue ink that reads "Robert M. Howat".

**Robert Howat**  
**Company Secretary**  
**Scottish Rugby Union**