18th May 2018

Dear Member,

NOTICE: Annual General Meeting, Saturday 7th July 2018, 10.00 – 13.00

Venue: Crown Oil Arena, Sandy Lane, Rochdale OL11 5DS

Please find enclosed papers relating to the Annual General Meeting of Rochdale Hornets Rugby Football League Club, called for 7th July 2018. This information is being sent to all members of the Club entitled to receive notices of general meetings.

Members who are unable to attend the meeting can nominate a proxy. Notification must be received in writing – email or letter – by 15th of June, 2018.

Non-members are welcome to attend the AGM but are ineligible to vote.
7th July 2018

A G E N D A

Notice is hereby given that the Annual General Meeting of Rochdale Hornets Rugby Football League Club will take place on Saturday 7th July 2018 at Crown Oil Arena, Sandy Lane, Rochdale OL11 5DS from 10a.m – 1.00 p.m.

AGM/18/01 - Welcome by Chairman Mark Wynn
AGM/18/02 - Apologies for absence
AGM/18/03 - Confirmation of eligibility to vote
AGM/18/04 - Minutes of the Annual General Meeting held on 17th of December 2017
To approve the minutes of last year’s Annual General Meeting held at Crown Oil Arena.
AGM/18/05 - To receive the Annual Report 2017-2018
AGM/18/06 - To receive the Financial Report 2016-2017
AGM/18/07 - Resolutions to be passed will be available at the start of the meeting.
AGM/18/08 - Election of Board members
AGM/18/09 - Concluding remarks
18th of May 2018

Dear Member,

Please find enclosed a nomination form for those who wish to stand for election to the Board at this year's Annual General Meeting and a form for submitting resolutions for consideration.

The role of the Board includes strategic planning for the club, budgetary and financial management, corporate governance, marketing, commerciality and member services. It requires able and pragmatic visionaries and practitioners to drive this club forward. Each Board member is also a Director of the Company 'Rochdale Hornets Rugby Football League Club Society' and has duties and responsibilities for corporate governance and financial stability.

The Board meets monthly and a commitment should be shown to attend these meetings, held both at weekends and during the week. Time between meetings is also needed to pursue and develop Board matters for the benefit of Rochdale Hornets Rugby Football League Club. Each Board Director will have a specific portfolio indicated in the relevant job description which also details the criteria to be met by the nominee. This work is vital to ensure the future of our club in what are challenging times both for the club and rugby league in general.

In the event it becomes necessary to replace Elected Directors in the course of the year the Board will co-opt a suitable candidate to be confirmed at the next available Members’ Meeting.
Any person wishing to be a candidate must be a full member of the society by **5pm, Friday 15th of June 2018.** As a member of the Society you will be eligible to vote in the election process. The election period shall be overseen by the Election’s Supervisory Group (ESG) made up by Mr Ryan Bradley (Chair) Mr Brian Bellfield and Mr Lionel Banham.

I look forward to receiving your nomination sheet and any proposed resolutions, duly seconded, not later than **5pm on Friday 15th of June 2018** for the nomination to be valid. Please address all forms for the attention of Steve Kerr, Chief Executive or send your electronic form to steve.kerr@hornetsrugbyleague.com.

Yours sincerely

Steve Kerr
Chief Executive Officer
The Club’s objectives are, either itself or through a subsidiary company or society trading for the benefit of the community and acting under its control;

1. To strengthen the bonds between the Club and the community which it serves and to represent the interests of the community in the running of the Club;

2. To benefit the present and future members of the community served by the Club by promoting, encouraging and furthering the game of rugby league as a recreational facility, sporting activity and focus for community involvement;

3. To further the development of the game of rugby league nationally and internationally and the upholding of its rules;

4. To take proper account of the interests of its supporters and of the community it serves in its decisions;

5. To ensure the control of the Club remains with the supporters and that strategic direction is determined by a board of directors that has been democratically elected by the members

6. To promote, develop and respect the rights of members of the community served by the Club and people dealing with the Club as set out in the Charter of Fundamental Rights of the European Union, having regard in particular to the need to provide information to members and conduct the affairs of the Club in accessible and appropriate ways;

7. To play at the highest level possible but always operating in framework of responsible and prudent financial management;

8. To promote equality and diversity within rugby league and the community regardless of sex orientation, race or religious beliefs.
Club Statement

The board structure currently comprises of elected directors with roles and responsibilities to be determined by the board. All nominations providing, they meet the eligibility criteria will be put to the members for election. It is requested that the members self-nominating state the skills and experiences they have. It is not necessary that members apply for a specific board position.

Director portfolios are attached, demonstrating the role and function that potential members could fill. In the event that the elected board is unable to acquire necessary skills they may decide to co-opt external directors.

In accordance with the terms of reference, the board will determine from the elected board members who would be suitable to represent the club in the position of Chair and Vice Chairperson.
**Director Vacancies**

In accordance with the terms of reference the Board have agreed to recruit for 5 directors’. Please read the director obligations and expectations. In addition, specific director portfolios are provided for consideration, should you wish to highlight any skills and experiences that reflect these roles.

<table>
<thead>
<tr>
<th>Post</th>
<th>Present Holder</th>
<th>Nomination*</th>
</tr>
</thead>
<tbody>
<tr>
<td>President</td>
<td>Paul Ormerod</td>
<td>Not up for election</td>
</tr>
<tr>
<td>Player Welfare Director</td>
<td>David Ramsbottom</td>
<td>Not up for election</td>
</tr>
<tr>
<td>Past Player Director</td>
<td>Mr Emon Ratu</td>
<td>Not up for election</td>
</tr>
<tr>
<td>X5 Elected Director Positions</td>
<td>Vacant</td>
<td></td>
</tr>
</tbody>
</table>

- Nominations must be supported by application form and proposed and seconded in accordance with the club’s terms of reference.
Director Nomination Form

I nominate myself for election to the Board of the Rochdale Hornets Rugby Football League Club Society Ltd.

I meet the eligibility criteria set out in Rule 5.9 of The Supporters Direct Election Policy (see attached). If elected to the Board I agree to be bound by the Society’s rules and agree to indemnify the Society against any action that may arise from publication of my manifesto statement.

<table>
<thead>
<tr>
<th>Name of Candidate</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Membership Number</td>
<td></td>
</tr>
<tr>
<td>Position Applying for</td>
<td></td>
</tr>
<tr>
<td>Address</td>
<td></td>
</tr>
</tbody>
</table>

Signature  Date

Each candidate must be a fully paid up member of the Trust and supported by two proposers who are also fully paid up members of the Trust.

<table>
<thead>
<tr>
<th>Name</th>
<th>Membership No.</th>
<th>Signature</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Manifesto or Personal Statement

Each candidate may provide a personal statement supporting their candidature. Statements should be a maximum of 1000 words. Statements exceeding this limit will be truncated by the ESG.

The Election Supervisory Group (ESG) will issue postal ballot papers and copies of the candidates’ election manifesto if there are more candidates than the number of vacant seats. Postal votes must be returned by **Friday 6th of July 2018** no later than 1:00pm. Envelopes will remain unopened and will only be counted by the Chair of the ESG before the full AGM on **7th July 2018**.

The ESG reserves the right to refuse to distribute or publish on the website any statement which they consider to be defamatory or in any way detrimental to the interests of the Trust.

Notes:
- Specifically, candidates are also self-certifying that they comply with the Society Rules and Board Membership and Conduct Policy relating to eligibility to serve on the Board. In particular, no person can be a member of the Society Board: (with the exception of Co-opted Members co-opted onto the Society Board under Rule [67] of the Rules) who ceases to be a Member of the Society;
  - who has been a member of the Board for 12 consecutive years;
  - who is subject to a bankruptcy order or has in place a composition with his/her creditors;
  - who is subject to a disqualification order made under the Company Directors Disqualification Act 1986;
• fails to abide by any rules for the conduct of elections made by the Society Board.
• who has a conviction for an indictable offence (other than a spent conviction as defined by the Rehabilitation of Offenders Act 1974);
• in relation to whom a registered medical practitioner who is treating them gives a written opinion to the Society stating that they have become physically or mentally incapable of acting as a Director and may remain so for more than three months;

• In relation to whom by reason of their mental health, a court makes an order which wholly or partly prevents them from personally exercising any powers or rights which that person would otherwise have;
  • The Election Supervisory Group can confirm that your proposers are paid up members of the Trust, contact details are given below.

• Proposers cannot propose more than one candidate.

This form, must be returned to The Chair of the ESG by 1:00pm on Friday 6th of July. The address for returning nominations is: Rochdale Hornets Elections, Spotland Stadium, Sandy Lane, Rochdale, OL11 5DS.

If you are unhappy with the way in which the nomination process or election are handled then any complaint should be addressed to the Chair of the ESG at the following address; Rochdale Hornets Elections, Spotland Stadium, Sandy Lane, Rochdale, OL11 5DS.

Five positions will be up for election, with the result of the election being announced at a full member meeting on Saturday 7th of July 2018 from 10am.
Board Election – Personal Statement

Name

Address

Mobile

Email

3. Skills & Experience

Please state any previous Director, Officer or Trustee experience in the last 5 years. Please highlight any skills you would bring to Board, you may use the Director portfolios for reference.

Insert passport style photo (NOT Optional)
4. Statement

Please state briefly why you wish to become a Director and what you bring to the role. This information will be shared with the members to support your election. Use a separate sheet if necessary:

---

Declaration:

I declare that the information I have given in support of my application is, to the best of my knowledge and belief, true and accurate. I understand that if it is found that my statement is false or misleading, or that I withheld relevant information, my application may be disqualified or, if I am already in post, I may be removed from the Board.

I give my consent to publish my information for the purpose of the AGM and for Rochdale Hornets Rugby Football League Club to store and process the information I have given in accordance with the Data Protection Act 1998.

Signed                          Date
Resolution Form

If you would like to submit a resolution to the Executive Board for consideration for inclusion at the 2018 AGM, please complete and submit this form by **5pm on Friday 15th June 2018**. The Executive Board will consider any proposed resolutions.

<table>
<thead>
<tr>
<th>Resolution max 500 Words</th>
</tr>
</thead>
</table>

We propose the following resolution for consideration at the Board.

<table>
<thead>
<tr>
<th>Proposed by</th>
<th>Seconded by</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name</td>
<td></td>
</tr>
<tr>
<td>Membership no.</td>
<td></td>
</tr>
<tr>
<td>Signature</td>
<td></td>
</tr>
<tr>
<td>Date</td>
<td></td>
</tr>
</tbody>
</table>