

Tablehurst and Plaw Hatch Community Farm Ltd.

Registered Society (#28403R)

Notice regarding Untraced Shareholders

9th August, 2023

Below is the procedure the Coop has to take in order to update its Register of Members - taken from the Tablehurst and Plaw Hatch Community Farm Ltd. (the Coop) [New Rules](#) (<https://mutuals.fca.org.uk/Search/Society/4330>), voted in at the 2022 AGM and registered with the FCA):

18. Where the Society concludes that a Member no longer lives at the address shown in its register of Members "registered address", then subject to carrying out the following procedures, the Secretary may remove the name of such Member from the register of Members, and the Society may then cancel that Member's shares and forfeit to the Society the amount standing to the credit of such Member in the share register of the Society, together with any sum of money representing interest credited to the Member in the books of the Society in respect of their shares (together referred to as "credit accounts").

The procedures are as follows:

- a) The Secretary shall take all reasonable steps to establish whether there is a forwarding address, and if there is one, to contact the Member at the forwarding address with the information set out below.
- b) The Secretary shall cause advertisements to be posted conspicuously in all places of business of the Society to which Members have access, giving the following information:
 - (i) advising that the Society intends to, after a notice period of not less than two calendar months, revise its register of Members removing those Members no longer living at their registered address;
 - (ii) contact details, including via Electronic Means for any Person wishing to update their registered address, or to withdraw from membership of the Society.
 - (iii) At the end of the notice period, the Secretary shall update the register of Members by removing those Members no longer residing at their registered address, cancelling their shares.

Please write with updated shareholder information to:
The Secretary, Tablehurst and Plaw Hatch Community Farm Ltd., Tablehurst Farm, London Road,
FOREST ROW RH18 5DP

or

[email](mailto:contact@tablehurstandplawhatch.co.uk) (contact@tablehurstandplawhatch.co.uk).

Deadline for responses:

31st December, 2023