



EVERGREEN
Lifestyle Villages
EVERGREEN BROADACRES
("the village")

NOTICE OF AN ANNUAL GENERAL MEETING

Notice is hereby given that an Annual General Meeting of the village will be held in the **Clubhouse** of the village, **Frederick Road, Broadacres on Tuesday, 8 August 2017 at 15:00.**

This notice has been sent to all the life right holders who are recorded as such in the Life Right Register of the village on Tuesday, 25 July 2017, being the default notice record date determining which life right holders are entitled to receive notice of the Annual General Meeting.

AGENDA

1. **WELCOME AND INTRODUCTION**
2. **CONFIRMATION OF NOTICE**
3. **ATTENDANCE AND APOLOGIES**
4. **ACCEPTANCE OF THE PREVIOUS ANNUAL GENERAL MEETING MINUTES** (As attached)
5. **PRESENTATION OF THE ANNUAL REPORT BY THE CHAIRMAN OF THE RESIDENTS' COMMITTEE, MR G LANGMEAD** (As attached)
6. **PRESENTATION OF THE ANNUAL FINANCIAL REPORT FOR THE 2017 / 2018 FINANCIAL YEAR, MR B VORSTER** (As attached)
7. **PRESENTATION OF THE EVERGREEN BROADACRES VILLAGE MANAGER'S REPORT, MR R MARTIN** (As attached)
8. **RATIFICATION OF THE ELECTED RESIDENTS' COMMITTEE MEMBERS** (See Note One)
9. **GENERAL**

Should life right holders wish to place additional matters on the agenda for discussion at the Annual General Meeting, the attached questionnaire form should be completed and hand-delivered to the **village management offices** by no later than 16:00 on **Tuesday, 1 August 2017**. Life right holders are requested to focus on matters that warrant discussion at an Annual General Meeting and to take up smaller and / or personal matters with the Village Manager, Mr R Martin, directly.

NOTE ONE

RATIFICATION OF THE ELECTED RESIDENTS' COMMITTEE MEMBERS

(Ordinary Resolution Number 1)

Life right holders elected and appointed a new Residents' Committee, at the 5th Evergreen Broadacres Residents' Annual Review meeting to be held on 25 July 2017. Life right holders are hereby requested to ratify the appointment of the Residents' Committee Members as follows:

RESOLVED:

THAT the appointment of Mr B Bold, as a Residents' Committee member with effect from date hereof, hereby be approved;

AND THAT the appointment of Mr H du Preez, as a Residents' Committee member with effect from date hereof, hereby be approved;

AND THAT the appointment of Mr C Edwards, as a Residents' Committee member with effect from date hereof, hereby be approved;

AND THAT the appointment of Mr C Fann, as a Residents' Committee member effect from date hereof, hereby be approved;

AND THAT the appointment of Ms B Jackson, as a Residents' Committee member effect from date hereof, hereby be approved;

AND THAT the appointment of Mr G Langmead, as a Residents' Committee member effect from date hereof, hereby be approved;

AND THAT the appointment of Ms A Preacher, as a Residents' Committee member effect from date hereof, hereby be approved;

AND THAT the appointment of Ms T Sleigh, as a Residents' Committee member effect from date hereof, hereby be approved;

AND THAT the appointment of Mr R Slogrove, as a Residents' Committee member effect from date hereof, hereby be approved;

AND FURTHER THAT the appointment of Mr D Townsend, as a Residents' Committee member effect from date hereof, hereby be approved.

Additional information in respect of Ordinary Resolution Number 1

Mr G Langmead was elected as the Chairman of the Residents' Committee.

ATTENDANCE AND VOTING BY LIFE RIGHT HOLDERS OR PROXIES

The Record Date on which life right holder(s) must be registered in the Life Right Register of the village, to determine which life right holder(s) are entitled to attend the Annual General Meeting, is **Tuesday, 25 July 2017** ("Record Date").

Life right holder(s) are entitled to attend and vote at the Annual General Meeting or to appoint a proxy or proxies to attend, speak and vote in their stead. The person so appointed need not be a life right holder of the village. Proxy forms must be hand-delivered to the village management offices by no later than 16:00 on **Monday, 7 August 2017**.

A life right holder of a unit in the village, present in person or represented by proxy, shall have one vote for the unit they reside in only. To clarify, if there are two residents occupying a unit in the village, they will have a shared vote and either of the two residents can exercise such vote. A single life right is issued per unit and carries one vote only and is recorded as such in the Life Right Register of the village. Should voting be required, then voting will take place by ballot at the Annual General Meeting.

PROOF OF IDENTIFICATION REQUIRED

Any proxy of a life right holder appointed to attend, participate and vote at the Annual General Meeting must be able to present reasonably satisfactory identification at the meeting for such proxy to attend, participate and vote at the meeting. A green bar-coded identification document / Smart identification card issued by the South African Department of Home Affairs, a driver's license or a valid passport will be accepted as sufficient identification.

IMPORTANT NOTE

Life right holders will receive a complete Annual General Meeting (“AGM”) document pack at the email address listed for their unit. Life right holders are encouraged to bring the AGM document pack along to the AGM for discussion.

In an attempt to reduce our carbon footprint and save on paper wastage and cost, village management will only have printed copies of the first 3 (three) pages of the AGM notice on hand for life right holders who are unable to or do not have access to printing facilities. The following attachments and forms will only be printed for and on request from a life right holder:

1. Proxy form;
2. Questionnaire form;
3. Minutes of the previous AGM;
4. Annual report by the Chairman of the Residents’ Committee;
5. Annual financial report for the 2017 / 2018 financial year; and
6. Evergreen Broadacres village manager’s report.

For catering purposes, kindly RSVP to Rene or Roy on Ext 200 or at 011 467 7509 by no later than 16:00 on Tuesday 1 August 2017.

By order of the Management Committee.

C HUMAN
Company Secretary of Evergreen Lifestyle Villages (Pty) Ltd

TOKAI
25 July 2017

EVERGREEN BROADACRES

(*"the village"*)

PROXY FORM

For use by registered life right holders of the village, recorded in the Life Right Register as at the Record Date, to be used at the Annual General Meeting to be held in the Clubhouse of the Village, Frederick Road, Broadacres on **Tuesday, 8 August 2017 at 15:00**.

I/We (please print name) _____ of _____ (unit number)

being the holder of a life right in the village, hereby appoint (see instruction overleaf):

1. _____ or failing him/her,

2. _____ or failing him/her,

3. the chairman of the Annual General Meeting (Mr D C Drew will be acting as chairman of the Annual General Meeting),

as my/our proxy to attend, speak and vote for me/us and on my/our behalf at the Annual General Meeting of the village to be held on Tuesday, 8 August 2017 or at any adjournment thereof,

SIGNATURE/S _____ DATE: _____

ASSISTED BY ME (WHERE APPLICABLE) _____

Instructions on signing and lodging the proxy form:

1. A life right holder may insert the name of a proxy or the names of two alternative proxies of the life right holder's choice in the space/s provided overleaf, with or without deleting "the chairman of the Annual General Meeting", but any such deletion must be initialled by the life right holder. Should this space be left blank, the chairman of the Annual General Meeting (Mr D C Drew) will exercise the proxy. The person whose name appears first on the proxy form and who is present at the Annual General Meeting will be entitled to act as proxy to the exclusion of those whose names follow.
2. To be valid the completed proxy forms must be hand-delivered to the village management offices by no later than 16:00 on **Monday, 7 August 2017**.
3. Documentary evidence establishing the authority of a person signing this proxy form in a representative capacity must be attached to this proxy form unless previously recorded by the Company Secretary or waived by the chairman of the Annual General Meeting.
4. The completion and lodging of this proxy form shall not preclude the relevant life right holder from attending the Annual General Meeting and speaking in person thereat to the exclusion of any proxy appointed in terms hereof, should such life right holder wish to do so.
5. The completion of any blank spaces overleaf need not be initialled. Any alterations or corrections to this proxy form must be initialled by the signatory/ies.
6. The chairman of the Annual General Meeting may reject or accept any proxy form which is completed other than in accordance with these instructions.

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QUESTIONNAIRE FORM

For use by registered life right holders of the village, recorded in the Life Right Register as at the Record Date, to be used at the Annual General Meeting to be held in the Clubhouse of the Village, Frederick Road, Broadacres on **Tuesday, 8 August 2017** at **15:00**.

I /We (please print) _____ (name)

of _____ (unit number)

being the holder of a life right in the village, hereby wish to raise the following matters (see instruction overleaf):

1. _____

_____ (provide a brief description of the matter)

2. _____

_____ (provide a brief description of the matter)

SIGNATURE/S _____ DATE: _____

ASSISTED BY ME (WHERE APPLICABLE) _____

Instructions on signing and lodging the questionnaire form:

1. To be valid the completed questionnaire form must be hand-delivered to the village management offices by no later than 16:00 on **Tuesday, 1 August 2017**.
2. The completion of any blank spaces overleaf need not be initialled. Any alterations or corrections to this questionnaire form must be initialled by the signatory/ies.
3. The chairman of the Annual General Meeting may reject or accept any questionnaire form which is completed other than in accordance with these instructions.
4. If the spaces provided are insufficient, the life right holder is requested to continue his/her submission on a separate document and to include such document when hand-delivering to the village management offices by not later than 16:00 by **Tuesday, 1 August 2017**. Any additional document must be initialled by the signatory/ies. Failure to initial such additional document and/or any alterations or corrections on such document will result in the rejection of such document. There will therefore not be any discussion of such matters rose in the rejected document at the Annual General Meeting.