



**JAMES CROPPER** PLC

ESTABLISHED 1845

## **NOTICE OF 132<sup>ND</sup> ANNUAL GENERAL MEETING**

### **Notice of availability**

Please note that the following documents are now available  
on the James Cropper PLC website: [www.jamescropper.com](http://www.jamescropper.com)

### **2021 Annual Report and Accounts**

### **This document is important and requires your immediate attention**

If you are in any doubt as to what action you should take, you are recommended to seek your own independent advice from your stockbroker, solicitor, accountant or other professional adviser immediately. If you have sold or transferred all of your ordinary shares in James Cropper PLC, please forward this document, together with the accompanying documents, as soon as possible to the purchaser or transferee or to the person who arranged the sale or transfer so that they can pass the documents to the person who now holds the shares.



# CHAIRMAN'S EXPLANATORY LETTER

7 July 2021

Dear Shareholder

## Annual General Meeting 2021

The Annual general Meeting ("AGM") of James Cropper Plc (the "Company") will be held at 11.00am, on Wednesday 28 July 2021 in the premises of TFP, Burneside Mills, Kendal, Cumbria, LA9 6PZ.

The Board would like to welcome our shareholders to our 132<sup>nd</sup> Annual General Meeting to be held in the new extension of TFP's premises. The safety and wellbeing of all our stakeholders is taken very seriously by the Company and hence the AGM will take place under the most recent government Covid safety guidelines at the time of the meeting. There will be a short presentation after the formal resolutions, which will be followed by the official opening of the new production line. Unfortunately, the Company will not be offering any tours after this year's AGM due to Covid restrictions. **The Board would recommend that you refer to our website prior to travelling for the meeting where notice will be given if the pandemic guidelines suggest that the meeting will need to take place without the presence of shareholders.**

## Resolutions

Following this letter, you will find the Notice of Meeting comprising 9 ordinary resolutions and 1 special resolution.

The 2021 Annual Report and Accounts can be found on our website. **Printed copies of the Annual Report and Accounts will be sent by post to registered shareholders prior to the AGM.**

## Final Dividend

The Board does not propose a final dividend per ordinary share for the year ended 27 March 2021. This is as a result of the continuing cash preservation plans the Board have undertaken as a result of the impact of Covid-19 on the business. The Board will consider reinstating a dividend as finance and other limitations permit.

## Recommendation

Your Directors believe that all the proposals to be considered at the AGM are in the best interests of the Company and its shareholders as a whole. They recommend that you vote in favour of the resolutions to be proposed at the AGM, as they intend to do in respect of their own beneficial holdings.

## Action to be taken

As always, your vote is important to us, and if you are unable to attend the meeting, we encourage you to submit your proxy vote, using the proxy card enclosed.

To be entitled to attend and vote, whether in person or by proxy, at the AGM, members must be registered in the Register of Members of the Company at close of business on 26 July 2021 (or, if the meeting is adjourned, at close of business on the date which is two days prior to the adjourned meeting). Changes to entries on the Register of Members after this time shall be disregarded in determining the rights of persons to attend or vote (and the number of votes they may cast) at the AGM or adjourned meeting.

**The appointment of a proxy and the original or duly certified copy of the power of attorney or other authority (if any) under which it is signed or authenticated should be deposited with the Company's registrar, PXS 1, Link Group, Central Square, 29 Wellington Street, Leeds, LS1 4DL not later than 11.00 am on 26 July 2021 or 48 hours before the time for holding any adjourned meeting.**

**Please read the notes at the end of the Notice of Meeting carefully.**

I look forward to receiving your questions and votes ahead of the meeting.

Yours faithfully

Mark Cropper, Chairman

## NOTICE OF ANNUAL GENERAL MEETING

### NOTICE IS HEREBY GIVEN

That the 132<sup>nd</sup> Annual General Meeting of the Company will be held at the premises of TFP, Burneside Mills, Kendal, Cumbria LA9 6PZ on Wednesday 28 July 2021 at 11.00 am to consider and, if thought fit, pass Resolutions 1 to 9 inclusive as ordinary resolutions and Resolution 10 as a special resolution. The Chairman of the Company will act as Chairman of the Meeting other than Resolution 2 which will be chaired by another Director of the Company.

#### Resolution 1

To receive and consider the Company's annual accounts for the 52 weeks ended 27 March 2021 together with the Directors' Report and the Auditors Report on those accounts.

#### Resolution 2

To re- elect Mark A J Cropper as a Director of the Company.

#### Resolution 3

To re-elect Jim Sharp as a Director of the Company.

#### Resolution 4

To re-elect Isabelle Maddock as a Director of the Company.

#### Resolution 5

To re-elect Patrick Willink as a Director of the Company.

#### Resolution 6

To reappoint BDO LLP as Auditors of the Company to hold office until the conclusion of the next Annual General Meeting of the Company.

#### Resolution 7

To authorise the Directors to determine the remuneration of the Auditors of the Company.

#### Resolution 8

To consider and approve the Report of the Remuneration Committee for the 52 weeks ended 27 March 2021.

#### Resolution 9

THAT the Directors be and they are hereby generally and unconditionally authorised in accordance with section 551 of the Companies Act 2006 to exercise all the powers of the Company to allot shares in the Company and to grant rights to subscribe for, or to convert any security into, shares in the Company up to an aggregate nominal amount of £111,299 provided that this authority shall expire at the end of the next Annual General Meeting of the Company or, if earlier, 15 months from the date of this Resolution, save that the Company shall be entitled to make offers or agreements before the expiry of such authority which would or might require shares to be allotted or such rights to be granted after such expiry and the Directors shall be entitled to allot shares and grant rights pursuant to any such offer or agreement as if this authority had not expired; and all unexercised authorities previously granted to the Directors to allot shares and grant rights be and are hereby revoked.

#### Resolution 10

THAT the Directors be and they are hereby empowered pursuant to section 570 and section 573 of the Companies Act 2006 to allot equity securities (within the meaning of section 560 of that Act) for cash pursuant to the authority conferred by Resolution 9 above or by way of a sale of treasury shares as if section 561(1) of that Act did not apply to any such allotment provided that this power shall be limited to:

- (a) the allotment of equity securities in connection with an offer of securities in favour of the holders of Ordinary Shares on the register of members at

such record dates as the Directors may determine where the equity securities respectively attributable to the interests of the Ordinary Shareholders are proportionate (as nearly as may be practicable) to the respective numbers of Ordinary Shares held by them on any such record dates, subject to such exclusions or other arrangements as the Directors may deem necessary or expedient to deal with treasury shares, fractional entitlements or legal or practical problems arising under the laws of any overseas territory or the requirements of any regulatory body or stock exchange or by virtue of Ordinary Shares being represented by depositary receipts or any other matter; and

- (b) the allotment (otherwise than pursuant to sub-paragraph (a) of this Resolution 11) to any person or persons of equity securities up to an aggregate nominal amount of £111,299, and shall expire upon the expiry of the general authority conferred by Resolution 9 above, save that the Company shall be entitled to make offers or agreements before the expiry of such power which would or might require equity securities to be allotted after such expiry and the Directors shall be entitled to allot equity securities pursuant to any such offer or agreement as if the power conferred hereby had not expired.

#### BY ORDER OF THE BOARD

Jim Aldridge, Company Secretary

7 July 2021

Registered Office:

Burneside Mills  
Kendal  
Cumbria LA9 6PZ

## NOTES

### Proxies

1. To be entitled to attend and vote, whether in person or by proxy, at the AGM, members must be registered in the Register of Members of the Company at close of business on 26 July 2021 (or, if the meeting is adjourned, at close of business on the date which is two days prior to the adjourned meeting). Changes to entries on the Register of Members after this time shall be disregarded in determining the rights of persons to attend or vote (and the number of votes they may cast) at the AGM or adjourned meeting.
2. A member entitled to attend and vote at the meeting convened by the above notice is entitled to appoint another person as their proxy to exercise all or any of their rights to attend and to speak and vote at a meeting of the Company. Any such member may appoint more than one proxy provided that each proxy is appointed to exercise the rights attached to a different share or shares held by such member. You may not appoint more than one proxy to exercise rights attached to any one share. To appoint more than one proxy, please photocopy the form of proxy and indicate in the box next to the proxy's name the number of shares in relation to which he or she is authorised to act as your proxy. Please also indicate by ticking the box provided if the proxy instruction is one of multiple instructions being given. All forms must be signed and should be returned together in the same envelope.
3. A proxy need not be a member of the Company. Your proxy could be the Chairman, another Director of the Company or another person who has agreed to attend to represent you. Your proxy must vote as you instruct and must attend the meeting for your vote to be counted. Appointing a proxy will not prevent a shareholder from attending in person and voting at the meeting. If you wish your proxy to speak on your behalf at the meeting you will need to appoint your own choice of proxy (not the Chairman of the meeting) and give your instructions directly to that person.
4. A form of appointment of proxy is enclosed. Details of how to appoint a proxy are set out in the notes to the proxy form. If you return more than one valid proxy appointment in respect of the same share for use at the same meeting and in respect of the same matter, that received last by the registrar before the latest time for the receipt of proxies shall be treated as replacing or revoking the other or others as regards to that share.
5. The form of proxy includes a vote withheld option. Please note that a vote withheld is not a vote in law and will not be counted in the calculation of the proportion of votes for and against any particular Resolution.
6. The appointment of a proxy and the original or duly certified copy of the power of attorney or other authority (if any) under which it is signed or authenticated should be deposited with the Company's registrar, PXS 1, Link Group, Central Square, 29 Wellington Street, Leeds, LS1 4DL not later than 11.00 am on 26 July 2021 or 48 hours before the time for holding any adjourned meeting. The deadline for receipt of proxy appointments (see above) also applies in relation to amended instructions.
7. CREST members who wish to appoint a proxy or proxies by utilising the CREST electronic proxy appointment service may do so by utilising the procedures described in the CREST Manual on the Euroclear website ([www.euroclear.com/CREST](http://www.euroclear.com/CREST)). CREST Personal Members or other CREST sponsored members, and those CREST members who have appointed a voting service provider(s), should refer to their CREST sponsor or voting service provider(s), who will be able to take the appropriate action on their behalf. In order for a proxy appointment made by means of CREST to be valid, the appropriate CREST message (a "CREST Proxy Instruction") must be properly authenticated in accordance with Euroclear UK & Ireland Limited's (EUI) specifications and must contain the information required for such instructions, as described in the CREST Manual. The message regardless of whether it constitutes the appointment of a proxy or an amendment to the instruction given to a previously appointed proxy must, in order to be valid, be transmitted so as to be received by the issuer's agent (ID RA10) by the latest time(s) for receipt of proxy appointments specified in the notice of meeting. For this purpose, the time of receipt will be taken to be the time (as determined by the timestamp applied to the message by the CREST Applications Host) from which the issuer's agent is able to retrieve the message by enquiry to CREST in the manner prescribed by CREST. The Company may treat as invalid a CREST Proxy Instruction in the circumstances set out in regulation 35(5)(a) of the Uncertificated Securities Regulations 2001.
8. CREST members and, where applicable, their CREST sponsors or voting service providers should note that EUI does not make available special procedures in CREST for any particular messages.

Normal system timings and limitations will therefore apply in relation to the input of CREST Proxy Instructions. It is the responsibility of the CREST member concerned to take (or, if the CREST member is a CREST personal member or sponsored member or has appointed a voting service provider(s), to procure that his CREST sponsor or voting service provider(s) take(s)) such action as shall be necessary to ensure that a message is transmitted by means of the CREST system by any particular time. In this connection, CREST members and, where applicable, their CREST sponsors or voting service providers are referred, in particular, to those sections of the CREST Manual concerning practical limitations of the CREST system and timings.

#### **Directors' contracts**

11. Copies of the contracts of service for Directors and a statement of Directors' interests are available for inspection during normal business hours at the registered office of the Company.

#### **Corporate representatives**

9. A member of the Company which is a corporation may authorise a person or persons to act as its representative(s) at the AGM. In accordance with the provisions of the Companies Act 2006, each such representative may exercise (on behalf of the corporation) the same powers as the corporation could exercise if it were an individual member of the Company, provided that they do not do so in relation to the same shares.

#### **Total Voting Rights**

10. As at 9.00 am on the Latest Practicable Date, being the last practicable day prior to the publication of this notice, the Company's issued share capital comprised 9,554,803 Ordinary Shares of 25 pence each. Each ordinary share carries the right to one vote at a general meeting of the Company and, therefore, the total number of voting rights in the Company as at 9.00 am on the Latest Practicable Date, being the last practicable date prior to the publication of this notice is 9,554,803.



**JAMES CROPPER <sup>PLC</sup>**

Registered Office: Burneside Mills, Kendal, Cumbria LA9 6PZ  
Registered in England and Wales No. 30226

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