

## M Winkworth PLC

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8 April 2021

Dear Shareholder

## Annual General Meeting – COVID-19 and contingencies

Our preference had been to welcome shareholders in person to our 2021 Annual General Meeting, particularly given the constraints we faced in 2020 due to the COVID-19 pandemic. However, as announced by the UK government when setting out the roadmap to easing lockdown restrictions in the England, the current prohibition on non-essential travel and public gatherings will remain in place until after the date of the Annual General Meeting. We are therefore proposing to hold the Annual General Meeting at 1 Lumley Street, London W1K 6TT with the minimum attendance required to form a quorum. Shareholders will not be permitted to attend the Annual General Meeting in person but can be represented by the Chair of the meeting acting as their proxy.

Given the constantly evolving nature of the situation, should circumstances change before the time of the Annual General Meeting, we want to ensure that we are able to adapt arrangements and to welcome shareholders to the Annual General Meeting, within safety constraints and in accordance with government guidelines. Should we consider that it has become possible to do so, we will make an announcement explaining that shareholders are free to attend. We will notify shareholders of the change by publishing an announcement setting out the Annual General Meeting arrangements as early as is possible before the date of the meeting. Any updates to the position will be included on our website at www.winkworthplc.com.

## **Proxies**

Given the uncertainty around whether shareholders will be able to attend the Annual General Meeting, we recommend that all shareholders vote electronically using the link <a href="www.signalshares.com">www.signalshares.com</a>. You will need to log into your Signal Shares account, or register if you have not previously done so. To register you will need your Investor Code, which is detailed on your share certificate or available from our Registrar, Link Group. You may also request a hard copy proxy form directly from the registrars, Link Group, on 0371 664 0300 and then appoint the Chair of the meeting as your proxy. This will ensure that your vote will be counted even if attendance at the meeting is restricted or you are unable to attend in person.

Voting by proxy will not prevent a member attending the Annual General Meeting and voting in person if the member wishes to do so, should this be permitted under applicable COVID-19 restrictions.

## **Questions**

Should you have any questions of the board to be raised at the AGM, then please email them to the Company Secretary at the following address mdoregos@winkworth.com by no later than 5.00 p.m. on 7 May 2021.

A Q&A reflecting the questions received and responses provided will be made available on the Company's website at <a href="https://www.winkworthplc.com">www.winkworthplc.com</a> as soon as practicable following the AGM.

Yours faithfully

**Simon Agace** 

Chairman

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