

Notice of Annual General Meeting

The Annual General Meeting of
Daylesford District Community Developments Limited
ABN 72 149 942 067

(which operates the Community Bank Daylesford District Branch)
will be held at
113 Main Road, Hepburn Springs
5.00pm on Tuesday 26 November 2024

Ordinary Business

1. Receipt of Annual Report

To receive the Company's Financial Report, the Directors' Report and the Auditor's Report for the year ended 30 June 2024.

2. Election of Directors

To consider, and if thought fit, pass each of the following resolutions as ordinary resolutions -

Re-election of Directors retiring by rotation:

- a) That Carol Ross be re-elected as a Director of the Company

Election of Directors appointed since the last Annual General Meeting:

- b) That Shanthi Kumar be elected as a Director of the Company
- c) That Vic Delosa be elected as a Director of the Company

Attending the meeting

All Shareholders may attend the Annual General Meeting.

Joint Shareholders: In the case of joint Shareholders, all holders may attend the Meeting. If one joint holder attends (including by proxy), that Shareholder may vote at the Meeting as if that holder were solely entitled to the shares. If more than one joint holder is present (including by proxy), the joint holder whose name appears first in the Share Register may vote.

Proxy: If you are unable to attend the Meeting, you are entitled to appoint a proxy to attend and vote. See the attached Proxy Form for information on appointing a proxy.

Corporate Shareholder: A corporate Shareholder may appoint one or more persons to act as its representative(s) under section 250D of the Corporations Act, but only one representative may exercise the corporate Shareholder's powers at any one time. The Company requires written evidence of a representative's appointment to be given to the Company before the meeting.

Daylesford District Community Developments Limited

Voting rights

Each Shareholder is entitled to **one** vote. For the purposes of voting at the Meeting, shares will be taken to be held by the persons who are registered as Shareholders as at **5pm on 22 November 2024**.

Questions

Shareholders may submit questions on any matters that may be relevant to the Annual General Meeting by emailing companysecretary@ddcdl.com or mailing a written question to PO Box 571 Daylesford 3460 **by 22 November 2024**. Questions raised will be addressed during the course of the Annual General Meeting and if time permits, additional questions may be taken during the meeting. Please note that individual responses will not be sent.

Annual Report

The Company's Annual Report for the year ended 30 June 2024 will be available shortly, and will be available for viewing at: <https://www.bendigobank.com.au/branch/vic/community-bank-daylesford-district/> – click on “Investors & Shareholders” and look for the heading “Financial Statements and Reports”. Shareholders may request a printed copy or an electronic version of the 2024 Annual Report, by contacting the Company Secretary on 0404 069 019 or at companysecretary@ddcdl.com.

By order of the Board



Trevor Shard
Company Secretary
31 October 2024

Explanatory Notes

This information has been included to assist you in making an informed decision about the resolutions proposed at the Annual General Meeting.

Agenda item 1. Receipt of Annual Report

The Company's Annual Report for the year ended 30 June 2024 including the Financial Report, the Directors' Report and Auditor's Report will be tabled at the Meeting. These Reports have been approved by the Board, but Shareholders are invited to consider the Reports and will be given reasonable opportunity to ask questions and make comment on the Reports at the Meeting.

Agenda item 2. Election of Directors

The Company's Constitution provides that one-third of Directors retire by rotation at each Annual General Meeting. The following information is provided about candidates for re-election and election to the Board.

Re-election of Directors:

- a) **Carol Ross** has a Diploma of Teaching-Primary, Diploma of Personal Counselling and Graduate Diploma of Educational Administration. She was employed in the education sector for 38 years including within the Department of Education head office and as Assistant Principal and Principal in Primary schools for 17 years, retiring in 2008.

Election of Directors

- b) **Shanthi Kumar** is a senior taxation and finance executive with financial, tax and capital management skills. He has over 35 years' experience in various senior roles, most recently with Carlton & United Breweries and with Rio Tinto before that.
- c) **Vic Delosa** has a Bachelor of Engineering (Civil). He has extensive experience in the domestic and offshore oil and gas industry. He was a senior executive with Transurban for 10 years and more recently a consultant to the Victorian State Government.

Proxy Form



Daylesford District Community Developments Limited

ABN 72 149 942 067

LODGE YOUR VOTE

Post	PO Box 571, Daylesford, Victoria 3460
By Hand	Community Bank Daylesford District at 97 Vincent Street, Daylesford Victoria 3460
Facsimile	03 5348 1225
Email	Scan completed Form to companysecretary@ddcdl.com
Enquiries	0404 069 019 or email companysecretary@ddcdl.com

Please insert Shareholder's full name & address:

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Mark this box with an 'X' if you have made any changes to your address details (see reverse)

HOW TO COMPLETE YOUR PROXY FORM

1. Appointment of proxy – General Information

A Shareholder entitled to attend and vote at the Meeting may appoint a proxy to attend and vote on their behalf.

Shareholders should note that:

- all Shareholders have the right to appoint a proxy;
- a proxy does not have to be a Shareholder of **Daylesford District Community Developments Limited**;
- a proxy may be an individual or a body corporate; and

If you wish to appoint the Chair of the Meeting as your proxy, please mark the box with an 'X' to show this appointment. If you wish to appoint another individual as your proxy, please write the name of that person or the person's position or office. If you wish to appoint a body corporate as your proxy, please write the body corporate's name. If the appointed proxy (other than the Chair of the Meeting) is not in attendance at the Meeting, the Chair of the Meeting will act as your proxy. If you have not nominated the name or office of a proxy, but you sign and submit this Form, the Chair of the Meeting will act as your proxy.

2. Your name and address

This should be your name and address as it appears on your Share Certificate and on the Company's Share Register. If this information is incorrect, please mark the box. Please note you cannot change ownership of your shares using this Form.

3. Appointment of a proxy

A Shareholder entitled to attend and vote at the Meeting may appoint one proxy. A proxy need not be a Shareholder of the Company. A proxy may be an individual or a body corporate.

4. Identity of proxy

If you wish to appoint the Chair of the Meeting as your proxy, mark the box. If the person you wish to appoint as your proxy is someone other than the Chair of the Meeting, please write the name of that person. If you leave this section blank, the Chair of the Meeting will act as your proxy.

5. Voting instructions

You are encouraged to direct your proxy how to vote by placing a mark in one of the boxes opposite each item of business. If you do not mark any of the boxes on a given item, your proxy may vote as he or she chooses. If you mark more than one box on an item, your vote on that item will be invalid.

6. Signing of Proxy Form

A proxy appointment is only valid if the Proxy Form has been signed by the Shareholder(s) making the appointment(s). The following rules apply in relation to the signing of Proxy Forms for joint holdings, Proxy Forms signed under power of attorney and Proxy Forms signed by corporate Shareholders:

Individual Shareholding: If the holding is in one name, the individual Shareholder must sign.

Joint Shareholding: If you hold your shares jointly, all Shareholders should sign the Proxy Form. A Proxy Form signed by the Shareholder whose name appears first in the Share Register, but not by the other joint holder(s), will also be accepted as valid.

Power of Attorney: If a Proxy Form is signed under a power of attorney, you must lodge the original or certified copy of the power of attorney with your Proxy Form, unless you have previously lodged one of these documents with the Company.

Corporate Shareholders: Proxy Forms for Corporate Shareholders should be signed in accordance with your company's constitution or the *Corporations Act*. If a representative of the company is to attend the Meeting, the appropriate 'Certificate of Appointment of Corporate Representative' must be produced before admission to the Meeting.

7. Lodgment of your Proxy Form (& related documents)

A completed Proxy Form for the **2024 Annual General Meeting** to be held at **5.00pm on Tuesday 26 November 2024** (and any power of attorney under which it is signed) must be received by the Company not later than **5.00pm on Friday 22 November 2024**. Any Proxy Form received after that time will not be valid for the scheduled Meeting.

Documents may be lodged in any of the following ways:

- Post** To the Company's postal address **PO Box 571, Daylesford, Victoria 3460**
- Hand delivery** To the **Community Bank Daylesford District at Shop 3, 97 Vincent Street, Daylesford, Victoria 3460**
- Facsimile** To fax number **03 5348 1225**
- Email** Scan and email your completed Proxy Form to companysecretary@ddcdl.com

Appointment of proxy

I/We being a Shareholder/s of Daylesford District Community Developments Limited ('the Company') and entitled to attend and vote at the 2024 Annual General Meeting to be held at 113 Main Road, Hepburn Springs on Tuesday 26 November 2024 at 5.00pm appoint:

<input type="checkbox"/> The Chair of the meeting (please mark this box with an 'X')	OR	<input style="width: 95%; height: 30px;" type="text"/>	(Please write the name or position/office of the person or the name of the body corporate that you are appointing as proxy)
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or failing the individual or body corporate named, or if no individual or body corporate is named, the Chair of the Meeting, as my/our proxy to act generally at the Meeting on my/our behalf, including to vote in accordance with the following directions or, if the proxy is left open and to the extent permitted by law, to vote as the proxy chooses at the Meeting and, if the Meeting is adjourned, when the Meeting has been reconvened for business.

Chair to vote open proxies in favour: I/We acknowledge that the Chair of the Meeting intends to vote all available open proxies in favour of all items of business.

VOTING DIRECTIONS TO YOUR PROXY: If you wish to direct your proxy how to vote, **please mark your direction with an 'X' in the following table to indicate your directions:**

Ordinary Business	Accept	Decline	Abstain*
Item 2.(a) Re-election of Carol Ross	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Item 2.(b) Election of Shanthi Kumar	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Item 2.(c) Election of Vic Delosa	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

When completing this Proxy Form, please note that:

- you should indicate an **'X'** in only one box for each item of business;
- if the Chair of the Meeting is your proxy and you do not mark any of the boxes opposite Item 2, you are directing the Chair to vote in favour of the resolutions. Otherwise, if your proxy is left open for an item of business, your proxy is able to vote as they choose or to abstain from voting on that item, subject to any voting restrictions that may apply to your proxy (further details are provided on the next page). As noted above, the Chair intends to vote all available proxies in favour of each resolution;
- if you mark the "abstain" box for an item of business, you are directing your proxy not to vote on that item; and
- abstentions will not be counted in calculating the required majority on a poll.

SIGNING OF PROXY FORM

This section **MUST** be signed to enable your directions to be implemented.

Individual or Shareholder 1	Shareholder 2	Shareholder 3
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Sole Director and
Sole Company Secretary

Director

Director / Company Secretary