SCHEDULES

SCHEDULE 2

RULES FOR THE MEETINGS AND PROCEEDINGS OF HEIW

3.—(1) Before each meeting, other than a meeting called under paragraph 2(2), a notice of the meeting must be delivered to each member, or sent by post to each member's last known address at least 10 clear days before the date of the meeting.

(2) A notice under sub-paragraph (1) must—

(a) specify the principal business proposed to be transacted at the meeting, and

(b) be signed by the chair or by an officer authorised by the chair to sign on the chair's behalf.

(3) The proceedings of a meeting are not invalidated by failure to deliver such notice to a member.

(4) Sub-paragraph (1) does not apply if the chair thinks it is necessary to call a meeting without notice.