

18 July 2025

EEF Limited

Annual General Meeting 2025

Dear member,

AGM – 18 September 2025

I have the pleasure of confirming that the Annual General Meeting of EEF Limited (trading as Make UK) will be held at 14:00 on 18 September at our venue: Broadway House, Tothill Street, London SW1H 9NQ.

The resolutions to be put to the meeting are an important part of the governance arrangements for your company, and I would therefore urge all members to vote.

Members that are corporate bodies should appoint a proxy to vote on their behalf; details of how to do so are set out in the Notice of Annual General Meeting and Proxy Form attached to this email; please note that only one form is required per Member Company.

E-Voting

We are again offering online voting and encourage you to [vote online](#)

All these documents can also be found on our website at <https://www.makeuk.org/agm2025>

Alternatively, you can complete and return the attached voting forms via the Company Secretary email address at companysecretary@makeuk.org

Directors' appointments

Under the Company's articles of association, all Directors serve an initial three-year term of office and automatically retire at the end of that term at an AGM. Subject to recommendation by the Board, all Directors may stand for re-election for a further three-year term, up to a maximum total term of six years.

- The Board currently has four, co-opted directors, as permitted by the articles of association. Three of these directors – Lord Richard Harrington, Robert Forsyth and Rosemary Glazebrook – being eligible and having been invited by the board – wish to stand for election as independent directors for terms of three years. The Board recommends members vote in favour of these appointments. One of these directors – Louise Harry – being eligible and having been invited by the board – wishes to stand for election as a member director for terms of three years. The Board recommends members vote in favour of this appointment. Finally, the Board has invited Austen Adams to join the board as a member director. The Board recommends members vote in favour of these appointments.

Other Ordinary Resolutions

The ordinary resolutions proposed to be put to the Annual General Meeting are:

- accepting the report and accounts for the year to 31st December 2024;
- the re-appointment of the auditors, Haysmacintyre; and
- the Board of Directors be authorised to agree the remuneration of the auditors.

Directors who stepped down during the year

The Directors would like to thank Lord John Hutton for his loyal service on the Board as he has stepped down both as an independent director and as our chair.

The Directors would like to thank James Greenham for his valuable contribution as a member director.

Directors stepping down at AGM

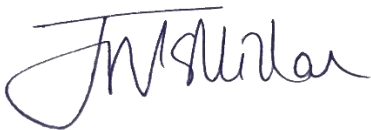
Ed Jones and Robin Fletcher, having completed six years in total, must step down as directors pursuant to the Company's articles of incorporation. The board wishes them well.

Electronic communications

As well as being enclosed with this letter, you can access the *Notice of Annual General Meeting and Proxy Form*, our most recent report and accounts and all related documents on our website at <https://www.makeuk.org/agm2025>

If you wish to receive hard copies of those communications, please let us know by writing to the Company Secretary at the address given below or emailing companysecretary@makeuk.org

Kind regards,



Jenny McMillan

Company Secretary & Performance Director

The address for communications in relation to any matter referred to in this letter is:

By email to:

companysecretary@makeuk.org