

Voting Procedures at General Meetings

Amendments:

Date	Action
16 Oct 2024	Amended
18 Sep 2025	Amended
13 Oct 2026	Amended

1. General.

- a. Only Members are entitled to vote.
 - i. In accordance with the Companies Act 2006, Articles of Association of the Nuffield Farming Scholarships Trust incorporated on 4th June 2003, as amended by special resolution dated 23 November 2022. Clause 1.3.3; *is a Nuffield Scholar or an Honorary Nuffield Scholar or a member of the Trustee Board or the Selection Committee, in all cases who pays at least the Qualifying Donation to the Charity.*
 - ii. Membership for scholars yet to present, or due to present at the 2026 Conference is funded via their scholarship e.g. a 2025 or 2026 Nuffield Farming scholar is a Member funded by their scholarship.
- b. The normal method of NFST Voting at General Meetings will be by a ‘show of hands’ of those entitled to vote;
- c. Decision making by this method will be restricted to ‘single option’/‘yes – no’ choices;
- d. Whenever practical business requiring a decision by vote will be sequenced into a number of ‘yes – no’ choices to allow voting by ‘show of hands’;
- e. When the Chair considers that there is unanimous approval of a resolution he/she may seek any dissension before announcing a decision by acclamation;
- f. When a ‘multiple choice’ vote is unavoidable (for example, on occasion when there are more than two members standing for an election for more than one vacancy on the Trust Board) then an e-vote or paper vote will be held.

2. Voting by ‘Show of Hands’:

- a. The Chair will state the resolution and seek a ‘Proposer’ and ‘Seconder’ whose names will be recorded;
- b. The Chair will then invite members to ‘raise their hands’ to, in turn:
 - i. Support the resolution, then;
 - ii. Oppose the resolution;
- c. ‘Raised Hands’ will be counted by the Director (or other nominated Trustee Board Member) and also by ‘Teller(s)’ (who will normally be NFST Members at large). Numbers of votes counted will be agreed before moving onto the next ‘show of hands’;
- d. Decisions will be made by simple majority with the Chair of the Nuffield Farming Scholarships Trust AGM, having a second or casting vote in the case of an equity of votes.
- e. The Chair will announce the decision of the meeting and record the numbers of votes ‘for’ and ‘against’ the resolution.

3. Holding an e-Vote: e-voting was introduced at the 2024 AGM to elect Members to serve as Trustees of the Trust.

- a. Members will be sent the e-voting link with the formal calling notice for the AGM.
- b. The e-voting link will include;

- i. Statement of the resolution requiring a vote;
 - ii. List of those standing for election with their application and 2 min video;
 - iii. Clear indication of the number of votes a Member is entitled to record;
 - iv. Clearly defined 'boxes' for recording the vote(s);
 - v. Space for recording the name of the Member and their email address – to enable checking of the entitlement to vote.
- c. Survey Monkey, the e-voting platform, automatically records the date and time of the vote.

4. Procedure for Election of Trustees. At each Annual General Meeting new trustees will be elected as follows:

- a. The recommendations of the Trustee Board are formally announced. This could be nominations for chair or vice-chair, co-opted Trustees or Members to join the Board;
- b. The new Returning Scholar Trustee elected by the year group is formally adopted by the Membership;
- c. The new Non-Scholar External Advisor(s) recommended by the Trustee Board are formally adopted by the Membership;
- d. An election of new Nuffield Scholar Trustees is held from all applicants:
 - i. The proposer and seconder of each applicant will be announced;
 - ii. When the number of applicants is less than or equal to the number of vacancies on the Trustee Board each applicant will be voted for by a show of hands;
 - iii. When the number of applicants is more than the number of vacancies on the Trustee Board an e-vote, of paid-up Members will be held using an e-voting link, with application and 2 min video, sent to Members in advance.

Note: The role of the Nominations and Remuneration Committee is to manage trustee succession planning, including an annual skills audit and make recommendations to the Board for the appointment of new trustees to the Board.

- a. Member Trustees; to include the internal promotion of the role and oversight of the application and election process.
- b. Returning Scholar Trustees; to oversee the process for a year group to vote for a candidate.
- c. Non-scholar External Advisor Trustee; to include promotion of the role, shortlisting and interview of candidates.

The Committee also advises the Chair on trustee appointment to the committees and working groups. Oversees the process for the appointment of new Selectors to the Selection Committee. To include promotion of the role, shortlisting and interview of candidates. And, recommends to the Board, appointments as Honorary Nuffield Scholars, people who have and continue to provide valuable service to the Trust.