

# **McLEOD & COMPANY LIMITED**

**CIN: L63090WB1922PLC004577**

**Regd. Office: McLEOD HOUSE, 3, Netaji Subhas Road, Kolkata-700001**

**Website: [www.mcleod.in](http://www.mcleod.in), E-mail: [mcleodbajoria@hotmail.com](mailto:mcleodbajoria@hotmail.com)**

## **NOTICE**

NOTICE is hereby given that the 103rd Annual General Meeting of the members of McLEOD & COMPANY LIMITED (CIN: L63090WB1922PLC004577) will be held at its Registered Office at McLeod House, 3 Netaji Subhas Road, Kolkata- 700001, on Saturday, the 30<sup>th</sup> August, 2025 at 11.00 A.M. to transact the following business:-

### **ORDINARY BUSINESS:**

1. To consider and adopt the Profit and Loss Account for the year ended 31<sup>st</sup> March, 2025, the Balance Sheet as at that date and the Report of the Directors and the Auditors thereon.
2. To appoint a Director in place of Mr. Bharat Bajoria (DIN: 00109241), who retires by rotation and being eligible, offers himself for re-appointment.
3. To declare a Dividend on Ordinary Shares @ Rs. 70/- (Rupees Seventy only) per share for the financial year ended 31<sup>st</sup> March, 2025.

Place: Kolkata  
Date: 28.05.2025

By Order of the Board  
McLEOD & COMPANY LIMITED

*Mudit Bajoria*

MUDIT BAJORIA

DIRECTOR

DIN: 00015402

**NOTES & EXPLANATORY STATEMENT PURSUANT TO SECTION 102 OF THE COMPANIES ACT, 2013:**

1. A Member entitled to attend and vote at the Meeting is entitled to appoint a proxy to attend and vote instead of himself/herself and a proxy need not be a Member of the Company. The instrument, appointing the proxy, must be duly filled in all respect, in order to be effective, must be received at the Registered Office of the Company not less than 48 hours before the commencement of the meeting.

In terms of Rule 19 of the Companies (Management and Administration) Rules, 2014, a person can act as a proxy on behalf of Members not exceeding 50 and holding in aggregate not more than ten percent of the total share capital of the Company carrying voting rights. A Member holding ten percent of the total share capital of the Company carrying voting rights may appoint a single person as proxy and such person shall not act as a proxy of any other shareholder.

2. Members / Proxies should bring the Attendance Slip duly filled in for attending the Annual General Meeting. Copies of Annual Report and Attendance Slip will not be available for distribution at the venue of the Meeting.

3. Corporate Members are requested to send to the Registered Office of the Company a duly certified copy of the Board Resolution, pursuant to Section 113 of the Companies Act, 2013, authorizing their representative to attend and vote at the Annual General Meeting.

4. All Proxy-holder or Authorised Representatives (in case of Corporate Members) should carry their Identity Card at the time of attending the Meeting.

5. The voting rights of Members shall be in proportion to the ordinary shares held by them in the paid up ordinary share capital of the Company as on Monday, 18<sup>th</sup> August, 2025 (cut-off date).

6. The Register of Members and Share Transfer Books of the Company will remain closed from Tuesday, **19th August, 2025** to Saturday, **30th August, 2025** (both days inclusive).

7. All documents referred to in the accompanying Notice are open for inspection at the Registered Office of the Company on all working days except Saturdays, Sundays & Holidays between 11.00 A.M. & 01.00 P.M. up to the date of the AGM.

8. Members desiring to have any information on the Accounts of the company are requested to write to the Company at least 15 days in advance so as to enable the Company to keep the information ready.

9. Members are requested to quote Registered Folio Number or DP ID & CL ID in all correspondence with the Company.



10. A copy of the Notice of the AGM along with Proxy Form, Attendance Slip and Route Map to the AGM Venue has been sent to all shareholders at the registered address made available by the Depository or the RTA. Shareholders can also register their e-mail IDs and contact numbers with the Company by sending details to [mcleodbajoria@hotmail.com](mailto:mcleodbajoria@hotmail.com) to enable the Company to communicate to the shareholders, the information about various developments in the Company.

11. The Notice of Annual General Meeting will be sent to the members, whose names appear in the Register of Members/ Depository as at closing hours of business, on 18th April, 2025.

12. Subject to the provisions of Section 126 of the Companies Act, 2013, dividend as recommended by Board of Directors for the year ended 31<sup>st</sup> March, 2025, if declared, will be payable to those Members whose names appear in the Register of Members as at the close of business on Monday, 18<sup>th</sup> August, 2025 and in respect of shares held in dematerialized form, as per the list of beneficial owners furnished to the Company by NSDL as at the close of business on Monday, 18<sup>th</sup> August, 2025. The dividend warrants will be posted on or around 6th September, 2025.

13. Members may note that pursuant to Finance Act 2020, dividend income will be taxable in the hands of shareholders w.e.f. 1st April, 2020 and the Company is required to deduct tax at source (TDS) from dividend paid to shareholders at the prescribed rates. For the prescribed rates for various categories, the shareholders are requested to refer to the Finance Act, 2020 and amendments thereof. The shareholders are requested to update their PAN with the Company/RTA (in case of shares held in physical mode) and with depository (in case of shares held in demat mode), to avail the benefit of lower rate of TDS, applicable to the PAN holders.

**14. In terms of SEBI Circular No. SEBI/HO/MIRSD/MIRSD-POD-1/P/CIR/2024/81 dated 10<sup>th</sup> June, 2024 issued by SEBI in this regard, it has been made mandatory** for each holder of physical securities/ shares to furnish his/her PAN, address, email id, mobile number, bank account details, specimen signature and nomination to RTA or the Company. For furnishing such information, KYC Forms ISR-1 & ISR-2 are mandatory and either of ISR-3 or SH-13 or SH-14 are to be filled as per choice. These Forms are available for downloading at RTA's website "[www.mdpl.in](http://www.mdpl.in)". The Folios wherein any one of the aforesaid document/information is not available shall be frozen and such shareholder will not be eligible (i) to lodge grievance or avail service request from the RTA; and (ii) for receipt of dividend (only electronic payment to be made from 1<sup>st</sup> April, 2024).

However, those who are holding shares in Demat form are requested to submit/ update such details to their respective Depository Participants (DP), where they are maintaining their Demat account.


15. The Annual Report for the year ended 31<sup>st</sup> March, 2025 will be made available on the Company's website ([www.mcleod.in](http://www.mcleod.in)). Shareholders who wish to avail hard copy/ soft copy of the Annual Report will be provided the same upon request only.

**ITEM NO. 2 OF THE NOTICE:**

Information on Director seeking re-appointment (Pursuant to the Regulation 36(3) of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015

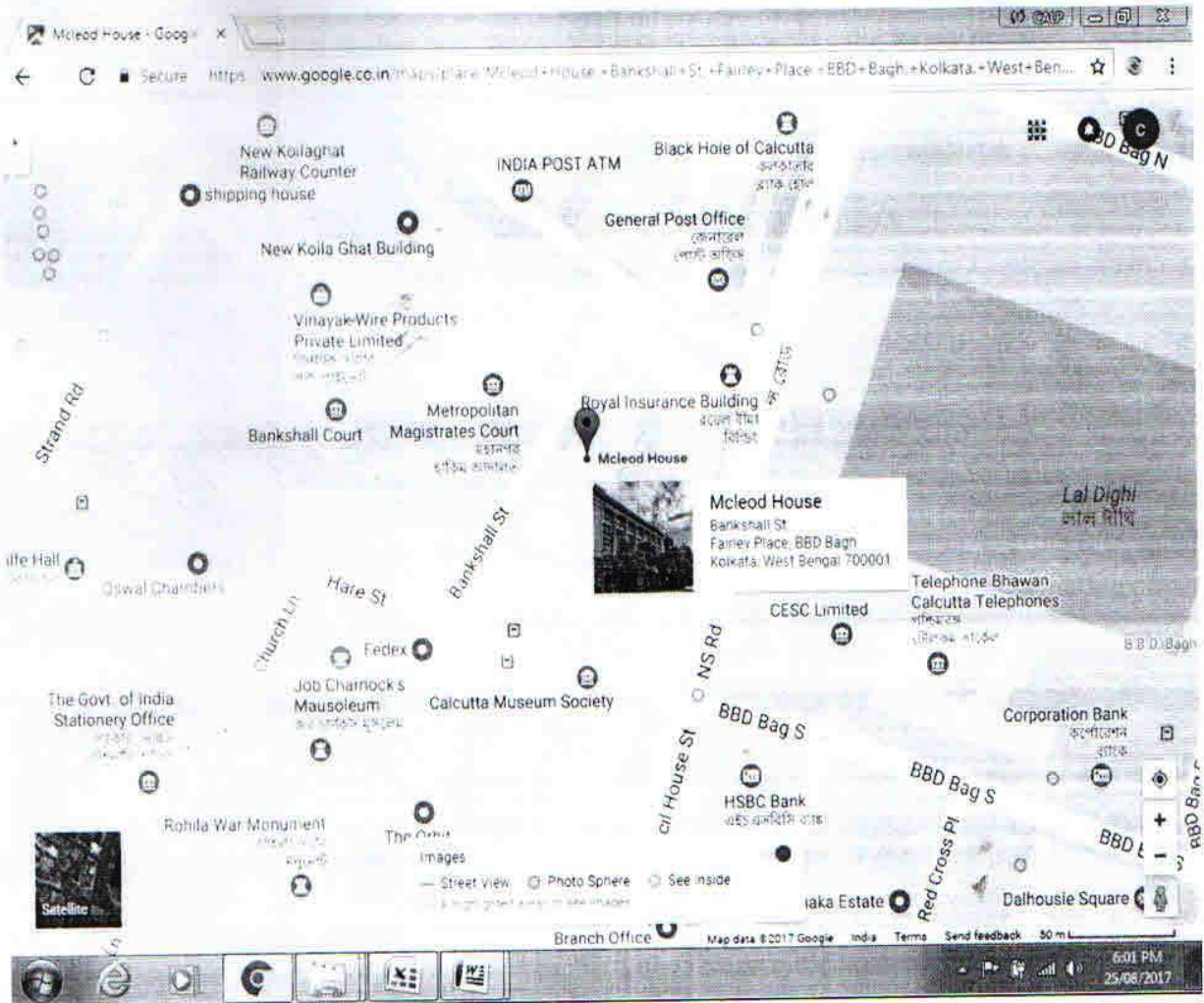
Sl. No.	Particulars	Mr. Bharat Bajoria
1	Director Identification No.(DIN)	00109241
2	Date of Birth	12.03.1953
3	Date of First Appointment	13.04.2000
4	Qualifications	BSC from Calcutta University
5	No. of Shares held	6179
6	Nature Of Expertise	Business & Industrial Expertise of over 5 decades
7	Relationship Between-Directors Inter-Se	None
8	Other Directorships	Dhunseri Ventures Ltd. Teesta Valley Tea Co. Ltd. Teesta Valley Exports Ltd. Trishul Co. (P) Ltd. Speedways International (P) Ltd. Banarhat Investment Co. (P) Ltd. Budge Budge Investment Co. (P) Ltd. Mohanbari Investment Co. (P) Ltd. Birdie Trading (P) Ltd. The Bormahjan Tea Co (1936) Ltd.

Place: Kolkata  
Date: 28.05.2025

By Order of the Board  
McLEOD & COMPANY LIMITED  
  
MUDIT BAJORIA  
DIRECTOR  
DIN: 00015402



## ROUTE MAP TO THE AGM VENUE



**PROXY FORM**  
**Form No. MGT- 11**

[Pursuant to Section 105(6) of the Companies Act, 2013 and Rule 19(3) of the Companies (Management and Administration) Rules, 2014]

CIN: L63090WB1922PLC004577

Name of the Company: McLEOD& COMPANY LIMITED

Registered Office: 3, NETAJI SUBHAS ROAD, KOLKATA - 700 001

Name of the Member(s):	
Registered Address:	
E-mail ID:	
Folio No./ Client ID:	
DP ID:	

I/We being the member(s) of \_\_\_\_\_, shares of the above named company, hereby appoint

1. Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
E-mail ID: \_\_\_\_\_  
Signature: \_\_\_\_\_, or failing him/her

2. Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
E-mail ID: \_\_\_\_\_  
Signature: \_\_\_\_\_, or failing him/her

3. Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
E-mail ID: \_\_\_\_\_  
Signature: \_\_\_\_\_, or failing him/her

as my / our proxy to attend and vote (on a poll) for me/us and on my/our behalf at the 103rd Annual General Meeting of the Company to be held on Saturday, 30th August, 2025, at 11.00A.M. at McLeod House, 3, NETAJI SUBHAS ROAD, KOLKATA -700 001 and at any adjournment thereof in respect of such resolutions as are indicated below:

Resolution No.:

1. To consider and adopt the Profit and Loss Account for the year ended 31st March, 2025, the Balance Sheet as at that date and the Report of the Directors and the Auditors thereon.
2. To appoint a Director in place of Mr. Bharat Bajoria (DIN: 00109241) who retires by rotation and being eligible, offers himself for re-appointment.
3. To declare a Dividend of Rs. 70/-per share (subject to deduction of tax) on Ordinary Shares for the financial year ended 31st March, 2025.

Signature of Shareholder \_\_\_\_\_ Signature of Proxy holder(s) \_\_\_\_\_

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2025

This form of proxy in order to be effective should be duly completed and received at the Registered Office of the Company, not less than 48 hours before the commencement of the Meeting.

# MCLEOD & COMPANY LIMITED

CIN: L63090WB1922PLC004577

Registered Office: 3, NETAJI SUBHAS ROAD, KOLKATA - 700 001.

## ATTENDANCE SLIP

Regd. Folio/DPID & Client ID	
Name and Address of the shareholder	
Joint holder(s)	
No. of shares held	

I hereby record my presence at the 103rd ANNUAL GENERAL MEETING of the Company being held on Saturday, 30th August, 2025, at 11:00 A. M.

Signature of the Shareholder/Proxy Present

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### NOTES:

1. Shareholder / Proxy holder wishing to attend the meeting must bring this Attendance Slip, duly signed, to the meeting and hand it over at the entrance.
2. Shareholder / Proxy holder desiring to attend the meeting may bring his/ her copy of the Annual Report for reference at the meeting.