



Types of Company Meetings

There are 4 types of Company Meetings.

1) Statutory Meeting – *this is the first meeting of the shareholders of public companies and is held only once in the lifetime of a company. The objectives on the meeting soon after commencing business is to:*

- a) To inform the members of the company of all important facts relating to the company.
- b) To provide members an opportunity of meeting and discussing the management, methods, and prospects of the company.
- c) To approve the modification of the terms of any contract named in the prospectus.

2) Annual General Meeting – *every company shall in each year hold an annual meeting inviting all the members of the company and shall specify the meeting as such in the notice calling it. When a company fails to hold an annual general meeting, any member can apply to the Company Law Board for calling the meeting.*

3) Extraordinary General Meeting – *is a meeting called for transacting some urgent or special business which cannot be postponed till the next general meeting. A statutory meeting and annual general meeting are called ordinary meetings.*

4) Class meeting – *under the Companies Act, class meetings of various kinds of shareholders and creditors are required to be held under different circumstances. Class meetings of the holders of different classes of shares are to be held if the rights attaching to these shares are to be varied.*



+254 759 329 600, +254 735 329 600 | Email: info@batian.co.ke, www.batian.co.ke

Suite D3, 3rd Floor, Machera Court, Komo Lane Off Wood Avenue, Kilimani.