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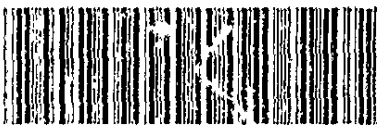
**CERTIFICATE OF INCORPORATION
OF A PRIVATE LIMITED COMPANY**

Company No. 2966937

The Registrar of Companies for England and Wales hereby certifies that
THE MINSTER CENTRE

is this day incorporated under the Companies Act 1985 as a private
company and that the company is limited.

Given at Companies House, Cardiff, the 12th September 1994



N02966937T

P. BEV.
P. BEV.

For the Registrar of Companies



C O M P A N I E S H O U S E

HC007B

G

COMPANIES FORM No.12

12

**Statutory Declaration of compliance
with requirements on application
for registration of a company**

Please do not
write in
this margin

Pursuant to section 12(3) of the Companies Act 1985

Please complete
legibly, preferably
in black type, or
bold block lettering

*
insert full
name of Company

delete as
appropriate

To the Registrar of Companies
(Address overleaf)

For official use

For official use

Name of company

* THE MINSTER CENTRE

I, GRAHAM HARVEY CRAIG

of MESSRS. HOWARD KENNEDY, HARCOURT HOUSE, 19, CAVENDISH SQUARE,
LONDON W1A 2AW

do solemnly and sincerely declare that I am a [Solicitor engaged in the formation of the company]#
[person named as director or secretary of the company in the statement delivered to the registrar
under section 10(2)]# and that all the requirements of the above Act in respect of the registration of the
above company and of matters precedent and incidental to it have been complied with,

And I make this solemn declaration conscientiously believing the same to be true and by virtue of the
provisions of the Statutory Declarations Act 1835

Declared at 19 Harley Street
London W1.

Declarant to sign below

the 10th day of August

One thousand nine hundred and Twenty four

before me G. H. Kennedy

A Commissioner for Oaths or Notary Public or Justice of
the Peace or Solicitor having the powers conferred on a
Commissioner for Oaths.

Presenter's name address and
reference (if any):

Howard Kennedy
Harcourt House
19 Cavendish Square
London W1A 2AW
Ref: 28

For official Use
New Companies Section

8 SEP 1986

Post room



G

COMPANIES FORM No. 30(5)(a)

Declaration on application for the registration of a company exempt from the requirement to use the word "limited" or its Welsh equivalent

30(5)(a)

Please do not write in this margin

Pursuant to section 30(5)(a) of the Companies Act 1985

To the Registrar of Companies
(Address overleaf)

For official use

Company number

Please complete legibly, preferably in black type, or bold block lettering

Name of company

* THE MINSTER CENTRE

NOTE
This declaration should accompany the application for the registration of the company

* insert full name of company

† delete as appropriate

I, GRAHAM HARVEY CRAIG

of MESSRS. HOWARD KENNEDY, HARCOURT HOUSE, 19, CAVENDISH SQUARE, LONDON W1A 2AW.

a [Solicitor engaged in the formation of the above-named company] ~~[Secretary of the above company]~~ ~~[Director of the above company]~~ ~~[Member of the above company]~~ ~~[Officer of the above company]~~ ~~[Agent of the above company]~~ ~~[Other officer of the above company]~~ do solemnly and sincerely declare that the company complies with the requirements of section 30(3) of the above Act.

And I make this solemn Declaration conscientiously believing the same to be true and by virtue of the Statutory Declarations Act 1835

Declared at

London W1

Declarant to sign below

the *5th* day of *April*

One thousand nine hundred and *94*

before me

D. J. Miller (D. J. MILLER)

Graham Harvey Craig

A Commissioner for Oaths or Notary Public or Justice of the Peace or Solicitor having the powers conferred on a Commissioner for Oaths.

Presentor's name address and reference (if any).

Howard Kennedy
19, Cavendish Square, London W1

28/11/94

For official use
New Companies Section

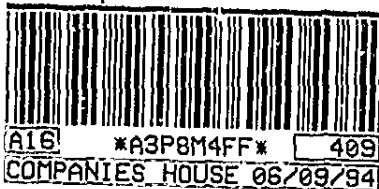
Post room



A16 *A3P8N4FG* 410
COMPANIES HOUSE 06/09/94



COMPANIES HOUSE



10

**Statement of first directors and
secretary and intended situation
of registered office**

This form should be completed in black.

Company name (*in full*)

CN

For official use ☐

THE MINSTER CENTRE

Registered office of the company on
incorporation.

RO

55 MINSTER ROAD

Post town LONDON

County/Region

Postcode NW2 3SH

If the memorandum is delivered by an
agent for the subscribers of the
memorandum mark 'X' in the box
opposite and give the agent's name
and address.

☒ X

Name GRAHAM HARVEY CRAIG

RA

HOWARD KENNEDY

HARCOURT HOUSE

Post town 19 CAVENDISH SQUARE

County/Region LONDON

Postcode W1A 2AW

Number of continuation sheets attached

☐

To whom should Companies House
direct any enquiries about the
information shown in this form?

GRAHAM HARVEY CRAIG

as above

Postcode

Telephone

Extension

(See notes 1 - 5)

***Style/Title**

CD

MR

JOHN DAVIS

WISEMAN

*Honours etc

Previous forenames

Previous surname

AD

THE FLINT HOUSE

Post town GREAT ANWELL.

County/Region NR. WARE, HERTFORDSHIRE

Postcode SG12 9 5E

Country

Date of birth

DO	26	07	39
----	----	----	----

Nationality	NA	BRITISH
-------------	----	---------

Business occupation

OC Company Director

Other directorships

OD Sanden Ls Plakndel Ls, Jahlbrunne Oplis Ls, ~~St. 22~~

Place International Ltd North Wales UK Ltd ~~for signature~~ BCW Investments Ltd
I consent to act as director of the company named on page 1

* Voluntary details

Consent signature

Signed

Date 28. 10. 43

Delete if the form
is signed by the
subscribers

Signature of agent on behalf of all subscribers

Date

3-2-24

Delete if the form
is signed by an
agent on behalf of
all the subscribers.

All the subscribers must sign either personally or by a person or persons authorized to sign for them.

Signed

Date _____

Signed

Date

Signed

Date _____

Signed

Date _____

Signed

Date _____

Signed

Date

Company Secretary (See notes 1 - 5)

Name *Style/Title
Forenames
Surname
*Honours etc
Previous forenames
Previous surname

Address

Usual residential address must be given.
In the case of a corporation, give the
registered or principal office address.

☐ CS

☐ AD

Post town _____

County/Region _____

Postcode _____ Country _____

I consent to act as secretary of the company named on page 1

Signed _____ Date _____

Consent signature

Directors (See notes 1 - 5)

Please list directors in alphabetical order.

Name *Style/Title
Forenames
Surname
*Honours etc
Previous forenames
Previous surname

Address

Usual residential address must be given.
In the case of a corporation, give the
registered or principal office address.

☐ CD **MRS.**
BARBARA CAROLINE
BRADBURY
TD, R Phil, (SC (Hons)), RN.
TOTTLE

☐ AD **26 COLSE EDGE AVENUE**

Post town **EPSOM**

County/Region **SURREY**

Postcode **KT17 4HS** Country **U.K.**

Date of birth **11/02/51** Nationality ☐ NA **BRITISH**

☐ OC **Assistant Director King's Fund**

☐ OD **—** **ORGANISATIONAL ADV.**

I consent to act as director of the company named on page 1

Signed **[Signature]** Date **27th Dec 1994**

* Voluntary details

Consent signature

Directors (continued)

(See notes 1 - 5)

Name
*Style/Title
Forenames
Surname
*Honours etc
Previous forenames
Previous surname

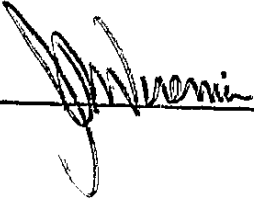
Address

Usual residential address must be given.
In the case of a corporation, give the
registered or principal office address.

Date of birth
Business occupation
Other directorships

* Voluntary details

Consent signature

CD			
	JOHN DAVID		
	WISEMAN		
AD	THE FLINT HOUSE		
	GREAT AMWELL, NR WARE		
	Post town		
	County/Region HERTFORDSHIRE		
	Postcode SG12 9SE		Country
DO	21	07	319
	Nationality NA BRITISH		
OC	COMPANY DIRECTOR		
OD	PIERCE INTERNATIONAL LTD, SANDAM LTD, PLATENDALE LTD		
	JOHN COOPER OPTICS LTD, BCW INSTITUTE LTD, PENTAGON UK LTD		
I consent to act as director of the company named on page 1			
Signed			Date 3.8.93

Delete if the form
is signed by the
subscribers.

Signature of agent on behalf of all subscribers Date

Delete if the form
is signed by an
agent on behalf of
all the subscribers.

All the subscribers
must sign either
personally or by a
person or persons
authorised to sign
for them.

Signed	Date
Signed	Date
Signed	Date
Signed	Date
Signed	Date
Signed	Date

Company Secretary (See notes 1 - 5)

Name *Style/Title
Forenames
Surname
*Honours etc
Previous forenames
Previous surname

Address

Usual residential address must be given.
In the case of a corporation, give the
registered or principal office address.

Consent signature

CS	DR
ALAN CONN DAVIDSON	
WHITEHOUSE	
B.Sc PH.D. C.Eng FIEE	
AD	154 ARCHWAY ROAD
Post town	
County/Region LONDON	
Postcode N6 5BH Country	
I consent to act as secretary of the company named on page 1	
Signed	<i>A.C. Whitehouse</i> Date 25/7/94.

Directors (See notes 1 - 5)

Please list directors in alphabetical order.

Name *Style/Title
Forenames
Surname
*Honours etc
Previous forenames
Previous surname

Address

Usual residential address must be given.
In the case of a corporation, give the
registered or principal office address.

Date of birth
Business occupation
Other directorships

* Voluntary details

Consent signature

CD	
AD	
Post town	
County/Region	
Postcode Country	
DO	NA
OC	
OD	
I consent to act as director of the company named on page 1	
Signed	Date

Company Secretary (See notes 1 - 5)

Name *Style/Title
Forenames
Surname
*Honours etc
Previous forenames
Previous surname

Address

Usual residential address must be given.
In the case of a corporation, give the
registered or principal office address.

CS

AD

Post town

County/Region

Postcode

Country

I consent to act as secretary of the company named on page 1

Consent signature

Signed

Date

Directors (See notes 1 - 5)

Please list directors in alphabetical order.

Name *Style/Title
Forenames
Surname
*Honours etc
Previous forenames
Previous surname

Address

Usual residential address must be given.
In the case of a corporation, give the
registered or principal office address.

CD

ITS

JOSEPHINE HOWARD

LOCK

~~ARE~~ LOCK

AD

74 ELGIN AVE

Post town

LONDON

County/Region

Postcode

W9 2 4 B

Country

Date of birth

DO 17 15 42

Nationality

NA BRITISH

Business occupation

OC

PROPERTY INVESTOR

Other directorships

OD

NONE

* Voluntary details

I consent to act as director of the company named on page 1

Consent signature

Signed

Date

25-7-94

Style/Title: MISS
Forenames: Lorraine
Surname: Aye Maung
Honours etc: ACA MA(OKON)
Previous forenames: N/A
Previous surname:
Address: 3 Tranmere Road
Earlsfield
London SW18 3QH
Date of birth: 17 JAN 1961
Business occupation: SENIOR FINANCE MANAGER
Other directorships: NONE

I consent to act as director of the company named on page 1

Signed Lwaine Aye Ra Date 28 October 1993

Style/Title:
Forenames: Catherine
Surname: Tulip
Honours etc:
Previous forenames:
Previous surname:
Address:

Date of birth:
Business occupation:
Other directorships:

I consent to act as director of the company named on page 1

Signed _____ Date _____

Style/Title: MRS
Forenames: Josephine
Surname: Lock

Honours etc:

Previous forenames:

Previous surname:

Address: Garden Flat
74 Elgin Avenue
London W9

Date of birth: 7-5-42

Business occupation: PSYCHOTHERAPIST

Other directorships:

I consent to act as director of the company named on page 1

Signed J Lock Date 28-10-93

Style/Title: MRS.

Forenames: Barbara

Surname: Bradbury

Honours etc: TD, BSc (Hons) RGN

Previous forenames:

Previous surname: POTTLE

Address: 26 Copse Edge Avenue
Epsom
Surrey KT17 4HS

Date of birth: 19.2.54

Business occupation: ASSISTANT DIRECTOR, KING'S END ORGANISATIONAL AUDIT

Other directorships:

I consent to act as director of the company named on page 1

Signed Barbra Date 28th October, 1993

Style/Title: Mrs
Forenames: Claire
Surname: Barbour
Honours etc: ~~Mrs~~
Previous forenames:
Previous surname: MARCOTTA
Address: 35 Grove Park Road
London W4
Date of birth: 4.1.45
Business occupation: None
Other directorships: None

I consent to act as director of the company named on page 1

Signed Ch Barker Date _____

Style/Title: Ms
Forenames: Maria
Surname: Morgan
Honours etc: Ms PR
Previous forenames: ~~Christine~~
Previous surname: ~~Gordon~~
Address: 11 Barnonsmead Road
Barnes
London SW13 9RR
Date of birth: 20.1.54
Business occupation: Director PR Co.
Other directorships: None

I consent to act as director of the company named on page 1

Signed M. Morgan Date 28/01/93

2966937.

The Companies Acts 1985 to 1989

Company Limited by Guarantee and not having a Share Capital



MEMORANDUM OF ASSOCIATION OF

THE MINSTER CENTRE

1. The Company's name is THE MINSTER CENTRE (and in this document it is called "the Charity").
2. The Charity's registered office is to be situated in England and Wales.
3. The Charity's objects ("the Objects") are
 - A. To advance the education of the public by providing tuition and training programmes in individual and group psychotherapy for psychotherapists and counsellors and trainee psychotherapists and counsellors.
 - B. To relieve persons suffering from mental, emotional and/or physical illness or distress by the provision of psychotherapy counselling.
4. In furtherance of the Objects but not otherwise the Charity may exercise the following powers:
 - (1) To own and manage educational establishments of every description;

601839

- (2) To provide tuition and to promote educational courses on such terms as may be agreed from time to time between the company and persons having dealings with the company;
- (3) To acquire land, buildings and premises, equipment, plant, machinery, fixtures and fittings as may be necessary for the purposes of carrying on the aforesaid;
- (4) To draw, make, accept, endorse, discount, execute and issue promissory notes, bills, cheques and other instruments, and to operate bank accounts in the name of the Charity;
- (5) To raise funds, to borrow money for the purposes of the Charity only and to invite and receive contributions; provided that in raising funds the Charity shall not undertake any substantial permanent trading activities, and shall conform to any relevant statutory regulations;
- (6) To acquire, alter, improve and (subject to such consents as may be required by law) to charge or otherwise dispose of property;
- (7) Subject to clause 5 below to employ such staff, who shall not be trustees as are necessary for the proper pursuit of the Objects and to make all reasonable and necessary provision for the payment of pensions and superannuation to staff and their dependants;
- (8) To establish or support any charitable trusts, associations or institutions formed for all or any of the Objects;
- (9) To co-operate with other charities, voluntary bodies and statutory authorities operating in furtherance of the Objects or similar charitable purposes and to exchange information and advice with them;
- (10) To pay out of the funds of the Charity the costs, charges and expenses of and incidental to the formation and registration of the Charity;
- (11) To do all such other lawful things as are necessary for the achievement of the Objects;

- (12) To provide or assist in the provision of professional training for the relief of persons as aforesaid and in particular in the form of traditional analytic and humanistic psychotherapy;
- (13) To provide or assist in the provision of training of persons in methods of treatment for others suffering from mental emotional or physical illness or distress;
- (14) To provide specialist courses for people in other professions or of other disciplines to heighten awareness or knowledge of psychotherapeutic concepts to disseminate techniques relevant to their work and to assist their personal growth;
- (15) To provide or assist in the provision of specialist services for the therapeutic treatment of such persons as aforesaid and in particular to provide such treatment in the form of psychotherapy of a traditional analytic or humanistic nature and to offer such services at subsidised rates where it is deemed appropriate;
- (16) To provide or assist in the provision of opportunities for training or treatment as aforesaid at subsidised rates;
- (17) To promote the practice and establishment of trained persons as aforementioned as professional psychotherapists;
- (18) To provide a centre for the training in treatment of and the provision of specialist services for professionals in and persons in need of therapeutic or other treatments as aforesaid;
- (19) To encourage and promote voluntary and statutory authorities to release employees for training to refer people suffering from mental emotional or physical illness or distress and to generally recognise the quality and value of such aforesaid services;
- (20) To promote traditional analytic and humanistic psychotherapy as a valid alternative or adjunct to hospitalisation and medication for people suffering from mental or emotional illness or distress;

- (21) To encourage and promote a better understanding of the techniques benefits and objectives of psychotherapy as aforesaid through education and research and to disseminate the useful results of such research and to promote the publication of relevant papers and articles related to the above;
 - (22) To enter into such agreement or arrangement of whatever nature with organisations having Objects similar to those of the Charity as may be calculated to further the objects of the Charity.
5. The income and property of the Charity shall be applied solely towards the promotion of the Objects and no part shall be paid or transferred, directly or indirectly, by way of dividend, bonus or otherwise by way of profit, to members of the Charity, and no trustee shall be appointed to any office of the Charity paid by salary or fees or receive any remuneration or other benefit in money or money's worth from the Charity: Provided that nothing in this document shall prevent any payment in good faith by the Charity:
- (1) of the usual professional charges for business done by any trustee who is a solicitor, accountant or other person engaged in a profession, or by any partner of his or hers, when instructed by the Charity to act in a professional capacity on its behalf: Provided that at no time shall a majority of the trustees benefit under this provision and that a trustee shall withdraw from any meeting at which his or her appointment or remuneration, or that of his or her partner, is under discussion;
 - (2) of reasonable and proper remuneration for any services rendered to the Charity by any member, officer or servant of the Charity who is not a trustee;
 - (3) of interest on money lent by any member of the Charity or trustee at a reasonable and proper rate per annum not exceeding 2 per cent less than the published base lending rate of a clearing bank to be selected by the trustees;
 - (4) of fees, remuneration or other benefit in money or money's worth to any company of which a trustee may also be a member holding not more than 1/100th part of the issued capital of that company;

(5) of reasonable and proper rent for premises demised or let by any member of the company or a trustee;

(6) to any trustee of reasonable out-of-pocket expenses.

6. The liability of the members is limited.

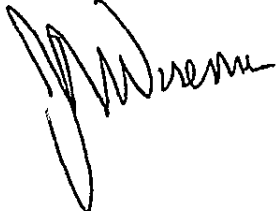
7. Every member of the Charity undertakes to contribute such amount as may be required (not exceeding £10) to the Charity's assets if it should be wound up while he or she is a member or within one year after he or she ceases to be a member, for payment of the Charity's debts and liabilities contracted before he or she ceases to be a member, and of the costs, charges and expenses of winding up, and for the adjustment of the rights of the contributories among themselves.

8. If the Charity is wound up or dissolved and after all its debts and liabilities have been satisfied there remains any property it shall not be paid to or distributed among the members of the Charity, but shall be given or transferred to some other charity or charities having objects similar to the Objects which prohibits the distribution of its or their income and property to an extent at least as great as is imposed on the Charity by Clause 5 above, chosen by the members of the Charity at or before the time of dissolution and if that cannot be done then to some other charitable object.


We, the subscribers to this Memorandum of Association, wish to be formed into a Company pursuant to this Memorandum.

NAMES AND ADDRESSES OF SUBSCRIBERS

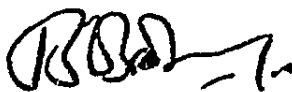
JOHN WISEMAN
FLINT HOUSE
GREAT ANWELL
NR WARE
HERTS

JOHN WISEMAN


JOSEPHINE LOCK
GARDEN FLAT
74 ELGIN AVENUE
LONDON W9

JOSEPHINE LOCK


BARBARA BRADBURY
26 COPSE EDGE AVENUE
EPSON
SURREY KT17 4HS

BARBARA BRADBURY


Dated the 3rd day of August 1994

Witness to the above Signatures:-

Melanie Barnett
136 SUNNY GARDENS ROAD
KENDON
LONDON NW4 1SE

MELANIE BARRETT

The Companies Acts 1985 and 1989

Company Limited by Guarantee and not having a Share Capital

ARTICLES OF ASSOCIATION
OF

THE MINSTER CENTRE

INTERPRETATION

1. In these articles:

"the Charity" means the company intended to be regulated by these articles;

"the Act" means the Companies Act 1985 including any statutory modification or re-enactment thereof for the time being in force;

"the articles" means these Articles of Association of the Charity;

"clear days" in relation to the period of a notice means the period excluding the day when the notice is given or deemed to be given and the day for which it is given or on which it is to take effect;

"executed" includes any mode of execution;

"the memorandum" means the memorandum of association of the Charity;

"office" means the registered office of the Charity;

"the seal" means the common seal of the Charity if it has one;

"secretary" means the secretary of the Charity or any other person appointed to perform the duties of the secretary of the Charity, including a joint, assistant or deputy secretary;

"the trustees" means the directors of the Charity (and "trustee" has a corresponding meaning);

"the United Kingdom" means Great Britain and Northern Ireland; and

words importing the masculine gender only shall include the feminine gender.

Subject as aforesaid, words or expressions contained in these Articles shall, unless the context requires otherwise, bear the same meaning as in the Act.

MEMBERS

2. (1) The subscribers to the memorandum and such other persons or organisations as are admitted to membership in accordance with the rules made under Article 62 shall be members of the Charity. No person shall be admitted a member of the Charity unless his application for membership is approved by the trustees.
- (2) Unless the trustees or the Charity in general meeting shall make other provision under Article 61, the trustees may in their absolute discretion permit any member of the Charity to retire, provided that after such retirement the number of members is not less than two.

GENERAL MEETINGS

3. The Charity shall hold an annual general meeting each year in addition to any other meetings in that year, and shall specify the meeting as such in the notices calling it; and not more than fifteen months shall elapse between the date of one annual general meeting of the Charity and that of the next: Provided that so long as the Charity holds its first annual general meeting within eighteen months of its incorporation, it need not hold it in the year of its incorporation or in the following

year. The annual general meeting shall be held at such times and places as the trustees shall appoint. All general meetings other than annual general meetings shall be called extraordinary general meetings.

4. The trustees may call general meetings and, on the requisition of members pursuant to the provisions of the Act shall forthwith proceed to convene an extraordinary general meeting for a date not later than eight weeks after receipt of the requisition. If there are not within the United Kingdom sufficient trustees to call a general meeting, any trustee or any member of the Charity may call a general meeting.

NOTICE OF GENERAL MEETINGS

5. An annual general meeting and an extraordinary general meeting called for the passing of a special resolution appointing a person as a trustee shall be called by at least twenty-one clear days' notice. All other extraordinary general meetings shall be called by at least fourteen clear days' notice but a general meeting may be called by shorter notice if it is so agreed:

- (1) in the case of an annual general meeting, by all the members entitled to attend and vote; and
- (2) in the case of any other meeting by a majority in number of members having a right to attend and vote, being a majority together holding not less than 95 percent of the total voting rights at the meeting of all the members.

The notice shall specify the time and place of the meeting and the general nature of the business to be transacted and, in the case of an annual general meeting, shall specify the meeting as such.

The notice shall be given to all the members and to the trustees and auditors.

6. The accidental omission to give notice of a meeting to, or the non-receipt of notice of a meeting by, any person entitled to receive notice shall not invalidate the proceedings at that meeting.

PROCEEDINGS AT GENERAL MEETINGS

7. No business shall be transacted at any meeting unless a quorum is present. Four persons entitled to vote upon the business to be transacted, each being a member or a duly authorised representative of a member organisation, or one tenth of the total number of such persons for the time being, whichever is the greater, shall constitute a quorum.
8. If a quorum is not present within half an hour from the time appointed for the meeting, or if during a meeting a quorum ceases to be present, the meeting shall stand adjourned to the same day in the next week at the same time and place or to such time and place as the trustees may determine.
9. The chairman, if any, of the trustees or in his absence some other trustee nominated by the trustees shall preside as chairman of the meeting, but if neither the chairman nor such other trustee (if any) be present within fifteen minutes after the time appointed for holding the meeting and willing to act, the trustees present shall elect one of their number to be chairman and, if there is only one trustee present and willing to act, he shall be chairman.
10. If no trustee is willing to act as chairman, or if no trustee is present within fifteen minutes after the time appointed for holding the meeting, the members present and entitled to vote shall choose one of their number to be chairman.
11. A trustee shall, notwithstanding that he is not a member, be entitled to attend and speak at any general meeting.
12. The chairman may, with the consent of a meeting at which a quorum is present (and shall if so directed by the meeting) , adjourn the meeting from time to time and from place to place, but no business shall be transacted at an adjourned meeting other than business which might properly have been transacted at the meeting had adjournment not taken place. When a meeting is adjourned for fourteen days or more, at least seven clear days* notice shall be given specifying the time and place of the adjourned meeting and the general nature of the business to be transacted. Otherwise it shall not be necessary to give any such notice.

13. A resolution put to the vote of a meeting shall be decided on a show of hands unless before, or on the declaration of the result of the show of hands a poll is duly demanded Subject to the provisions of the Act, a poll may be demanded:
- (1) by the chairman; or
 - (2) by at least two members having the right to vote at the meeting; or
 - (3) by a member or members representing not less than one-tenth of the total voting rights of all the members having the right to vote at the meeting.
14. Unless a poll is duly demanded a declaration by the chairman that a resolution has been carried or carried unanimously, or by a particular majority, or lost, or not carried by a particular majority and an entry to that effect in the minutes of the meeting shall be conclusive evidence of the fact without proof of the number or proportion of the votes recorded in favour of or against the resolution.
15. The demand for a poll may be withdrawn before the poll is taken, but only with the consent of the chairman. The withdrawal of a demand for a poll shall not invalidate the result of a show of hands declared before the demand for the poll was made.
16. A poll shall be taken as the chairman directs and he may appoint scrutineers (who need not be members) and fix a time and place for declaring the results of the poll. The result of the poll shall be deemed to be the resolution of the meeting at which the poll is demanded.
17. In the case of an equality of votes, whether on a show of hands or on a poll, the chairman shall be entitled to a casting vote in addition to any other vote he may have.
18. A poll demanded on the election of a chairman or on a question of adjournment shall be taken immediately. A poll demanded on any other question shall be taken either immediately or at such time and place as the chairman directs not being more than thirty days after the poll is demanded. The demand for a poll shall not prevent continuance of a meeting for the transaction of any business other than the question on which the poll is demanded. If a poll is demanded before the declaration of the result of a show of hands and the demand is duly withdrawn, the meeting shall continue as if the demand had not been made.

19. No notice need be given of a poll not taken immediately if the time and place at which it is to be taken are announced at the meeting at which it is demanded. In other cases at least seven clear days' notice shall be given specifying the time and place at which the poll is to be taken.

VOTES OF MEMBERS

20. Subject to Article 17, every member shall have one vote.
21. No member shall be entitled to vote at any general meeting unless all moneys then payable by him to the Charity have been paid.
22. No objection shall be raised to the qualification of any voter except at the meeting or adjourned meeting at which the vote objected to is tendered, and every vote not disallowed at the meeting shall be valid. Any objection made in due time shall be referred to the chairman whose decision shall be final and conclusive.
23. A vote given or poll demanded by the duly authorised representative of a member organisation shall be valid notwithstanding the previous determination of the authority of the person voting or demanding a poll unless notice of the determination was received by the Charity at the office before the commencement of the meeting or adjourned meeting at which the vote is given or the poll demanded or (in the case of a poll taken otherwise than on the same day as the meeting or adjourned meeting) the time appointed for taking the poll.
24. Any organisation which is a member of the Charity may by resolution of its Council or other governing body authorise such person as it thinks fit to act as its representative at any meeting of the Charity, and the person so authorised shall be entitled to exercise the same powers on behalf of the organisation which he represents as the organisation could exercise if it were an individual member of the Charity.

TRUSTEES

25. The number of trustees shall be not less than three but (unless otherwise determined by ordinary resolution) shall not be subject to any maximum.
26. The first trustees shall be those persons named in the statement delivered pursuant to section 10(2) of the Act, who shall be deemed to have been appointed under the articles. Future trustees shall be appointed as provided subsequently in the articles.

POWERS OF TRUSTEES

27. Subject to the provisions of the Act, the memorandum and the articles and to any directions given by special resolution, the business of the Charity shall be managed by the trustees who may exercise all the powers of the Charity. No alteration of the memorandum or the articles and no such direction shall invalidate any prior act of the trustees which would have been valid if that alteration had not been made or that direction had not been given. The powers given by this article shall not be limited by any special power given to the trustees by the articles and a meeting of trustees at which a quorum is present may exercise all the powers exercisable by the trustees.
28. In addition to all powers hereby expressly conferred upon them and without detracting from the generality of their powers under the articles, the trustees shall have the following powers, namely:
 - (1) to expend the fund of the Charity in such manner as they shall consider most beneficial for the achievement of the Objects and to invest in the name of the Charity such part of the funds as they may see fit and to direct the sale or transposition of any such investments and to expend the proceeds of any such sale in furtherance of the Objects of the Charity,
 - (2) to enter into contracts on behalf of the Charity.

APPOINTMENT AND RETIREMENT OF TRUSTEES

29. At the first annual general meeting all the trustees shall retire from office, and at every subsequent annual general meeting one-third of the trustees who are subject to retirement by rotation or, if their number is not three or a multiple of three, the number nearest to one third shall retire from office; but, if there is only one trustee who is subject to retirement by rotation, he shall retire.
30. Subject to the provisions of the Act, the trustees to retire by rotation shall be those who have been longest in office since their last appointment or reappointment, but as between persons who became or were last reappointed trustees on the same day those to retire shall (unless they otherwise agree among themselves) be determined by lot.
31. If the Charity at the meeting at which a trustee retire by rotation, does not fill the vacancy the retiring trustee shall, if willing to act, be deemed to have been reappointed unless at the meeting it is resolved not to fill the vacancy or unless a resolution for the reappointment of the trustee is put to the meeting and lost.
32. No person other than a trustee retiring by rotation shall be appointed or reappointed a trustee at any general meeting unless:
 - (1) he is recommended by a majority of the trustees; or
 - (2) not less than fourteen nor more than thirty-five clear days before the date appointed for the meeting, notice executed by a member qualified to vote at the meeting has been given to the Charity of the intention to propose that person for appointment or reappointment stating the particulars which would, if he were so appointed or reappointed, be required to be included in the Charity's register of trustees together with a notice executed by that person of his willingness to be appointed or reappointed.
33. No person may be appointed as a trustee:
 - (1) unless he had attained the age of 18 years; or
 - (2) in circumstances such that, had he already been a trustee, he would have been disqualified from acting under the provisions of Article 37.

34. Not less than seven nor more than twenty-eight clear days before the date appointed for holding a general meeting notice shall be given to all persons who are entitled to receive notice of the meeting of any person (other than a trustee retiring by rotation at the meeting) who is recommended by the trustees for appointment or reappointment as a trustee at the meeting or in respect of whom notice has been duly given to the Charity of the intention to propose him at the meeting for appointment or reappointment as a trustee. The notice shall give the particulars of that person which would, if he were so appointed or reappointed, be required to be included in the Charity's register of trustees.
35. Subject as aforesaid, the Charity may by ordinary resolution appoint a person who is willing to act to be a trustee either to fill a vacancy or as an additional trustee and may also determine the rotation in which any additional trustees are to retire.
36. The trustees may appoint a person who is willing to act to be a trustee either to fill a vacancy or as an additional trustee provided that the appointment does not cause the number of trustees to exceed any number fixed by or in accordance with the articles as the maximum number of trustees. A trustee so appointed shall hold office only until the next following annual general meeting and shall not be taken into account in determining the trustees who are to retire by rotation at the meeting. If not reappointed at such annual general meeting, he shall vacate office at the conclusion thereof.
37. Subject as aforesaid, a trustee who retires at an annual general meeting may, if willing to act, be reappointed.

DISQUALIFICATION AND REMOVAL OF TRUSTEES

38. A trustee shall cease to hold office if he
- (1) ceases to be a trustee by virtue of any provision in the Act or is disqualified from acting as a trustee by virtue of section 45 of the Charities Act 1992 (or any statutory re-enactment or modification of that provision);
 - (2) becomes incapable by reason of mental disorder, illness or injury of managing and administering his own affairs;

- (3) resigns his office by notice to the Charity (but only if at least two trustees will remain in office when the notice of resignation is to take effect); or
- (4) is absent without the permission of the trustees from all their meetings held within a period of twelve months and the trustees resolve that his office be vacated.

TRUSTEES' AND DIRECTORS' EXPENSES

- 39. The trustees may be paid all reasonable travelling, hotel and other expenses properly incurred by them in connection with their attendance at meetings of trustees or committees of trustees or general meetings or otherwise in connection with the discharge of their duties, but shall otherwise be paid no remuneration.

TRUSTEES' APPOINTMENTS

- 40. Subject to the provisions of the Act and to Clause 5 of the memorandum, the trustees may appoint one or more of their number to the unremunerated office of managing director or to any other unremunerated executive office under the Charity. Any such appointment may be made upon such terms as the trustees determine. Any appointment of a trustee to an executive office shall terminate if he ceases to be a trustee. A managing director and a trustee holding any other executive office shall not be subject to retirement by rotation.
- 41. Except to the extent permitted by Clause 5 of the memorandum, no trustee shall take or hold any interest in property belonging to the Charity or receive remuneration or be interested otherwise than as a trustee in any other contract to which the Charity is a party.

PROCEEDINGS OF TRUSTEES

- 42. Subject to the provision of the articles, the trustees may regulate their proceedings as they think fit. A trustee may, and the secretary at the request of a trustee shall, call a meeting of the trustees. It shall not be necessary to give notice of a meeting to a trustee who is absent from the United Kingdom. Questions arising at a meeting

shall be decided by a majority of votes. In the case of an equality of votes, the chairman shall have a second or casting vote.

43. The quorum for the transaction of the business of the trustees may be fixed by the trustees but shall not be less than one third of their number or two trustees, whichever is the greater.
44. The trustees may act notwithstanding any vacancies in their number, but, if the number of trustees is less than the number fixed as the quorum, the continuing trustees or trustee may act only for the purpose of filling vacancies or of calling a general meeting.
45. The trustees may appoint one of their number to be the chairman of their meetings and may at any time remove him from that office. Unless he is unwilling to do so, the trustee so appointed shall preside at every meeting of trustees at which he is present. But if there is no trustee holding that office, or if the trustee holding it is unwilling to preside or is not present within five minutes after the time appointed for the meeting, the trustees present may appoint one of their number to be chairman of the meeting.
46. (A) The trustees may delegate any of their powers to committees consisting of such member or members of the trustees and such employees of the company as they think fit and any committee so formed shall in the exercise of the powers so delegated conform to any regulations imposed on it by the trustees. The meetings and proceedings of any such committee shall be governed by the trustees so far as applicable and so far as the same shall not be superseded by any regulations made by the trustees. All acts and proceedings of any such sub-committee shall be fully and promptly reported to the trustees.

(B) A resolution in writing signed by all the members for the time being of the trustees or the members for the time being of any committee of the trustees who are entitled to receive notice of a meeting of the trustees or of such committee shall be as valid and effectual as if it had been passed at a meeting of the trustees or of such committee duly convened and constituted.
47. All acts done by a meeting of trustees, or of a committee, shall, notwithstanding that it be afterwards discovered that there was a defect in the appointment of any

trustee or that any of them were disqualified from holding office, or had vacated office, or were not entitled to vote, be as valid as if every such person had been duly appointed and was qualified and had continued to be a trustee and had been entitled to vote.

48. A resolution in writing, signed by all the trustees entitled to receive notice of a meeting of trustees or of a committee, shall be as valid and effective as if it had been passed at a meeting of trustees or (as the case may be) a committee of trustees duly convened and held. Such a resolution may consist of several documents in the same form, each signed by one or more of the trustees.
49. Any bank account in which any part of the assets of the Charity is deposited shall be operated by the trustees and shall indicate the name of the Charity. All cheques and orders for the payment of money from such account shall be signed by at least two trustees.

SECRETARY

50. Subject to the provision of the Act, the secretary shall be appointed by the trustees for such term, at such remuneration (if not a trustee) and upon such conditions as they may think fit; and any secretary so appointed may be removed by them.

MINUTES

51. The trustees shall keep minutes in books kept for the purpose:
- (1) of all appointments of officers made by the trustees; and
 - (2) of all proceedings at meetings of the Charity and of the trustees and of committees of trustees including the names of the trustees present at each such meeting.

THE SEAL

52. The seal shall only be used by the authority of the trustees or of a committee of trustees authorised by the trustees. The trustees may determine who shall sign any instrument to which the seal is affixed and unless otherwise so determined it shall be signed by a trustee and by the secretary or by a second trustee.

ACCOUNTS

53. Accounts shall be prepared in accordance with the provisions of Part VII of the Act.

ANNUAL REPORT

54. The trustees shall comply with their obligations under the Charities Act 1992 (or any statutory re-enactment or modification of that Act) with regard to the preparation of an annual report and its transmission to the Commissioners.

ANNUAL RETURN

55. The trustees shall comply with their obligations under the Charities Act 1992 (or any statutory re-enactment or modification of that Act) with regard to the preparation of an annual return and its transmission to the Commissioners.

NOTICES

56. Any notice to be given to or by any person pursuant to the articles shall be in writing except that a notice calling a meeting of the trustees need not be in writing.
57. The Charity may give any notice to a member either personally or by sending it by post in a prepaid envelope addressed to the member at his registered address or by leaving it at that address. A member whose registered address is not within the United Kingdom and who gives to the company an address within the United Kingdom at which notices may be given to him shall be entitled to have notices given to him at that address, but otherwise no such member shall be entitled to receive any notice from the Charity.
58. A member present in person at any meeting of the Charity shall be deemed to have received notice of the meeting and, where necessary, of the purposes for which it was called.
59. Proof that an envelope containing a notice was properly addressed, prepaid and posted shall be conclusive evidence that the notice was given. A notice shall be deemed to be given at the expiration of 48 hours after the envelope containing it was posted.

INDEMNITY

60. Subject to the provisions of the Act every trustee or other officer or auditor of the Charity shall be indemnified out of the assets of the Charity against any liability incurred by him in that capacity in defending any proceedings, whether civil or criminal, in which judgment is given in his favour or in which he is acquitted or in connection with any application in which relief is granted to him by the court from liability for negligence, default, breach of duty or breach of trust in relation to the affairs of the Charity.


RULES

61. (1) The trustees may from time to time make such rules or bye-laws as they may deem necessary or expedient or convenient for the proper conduct and management of the Charity and for the purposes of prescribing classes of and conditions of membership, and in particular but without prejudice to the generality of the foregoing, they may by such rules or bye-laws regulate:
- (i) the admission and classification of members of the Charity (including the admission of organisations to membership) and the rights and privileges of such members, and the conditions of membership and the terms on which members may resign or have their membership terminated and the entrance fees, subscriptions and other fees or payments to be made by members;
 - (ii) the conduct of members of the Charity in relation to one another, and to the Charity's servants;
 - (iii) the setting aside of the whole or any part or parts of the Charity's premises at any particular time or times or for any particular purpose or purposes;
 - (iv) the procedure at general meetings and meetings of the trustees and committees of the trustees in so far as such procedure is not regulated by the articles;


- (v) general, all such matters as are commonly the subject matter of company rules.
- (2) The Charity in general meeting shall have power to alter, add to or repeal the rules or bye-laws and the trustees shall adopt such means as they think sufficient to bring to the notice of members of the Charity all such rules or bye-laws, which shall be binding on all members of the Charity, provided that no rule or bye-law shall be inconsistent with, or shall affect or repeal anything contained in, the memorandum or the articles.

NAMES AND ADDRESSES OF SUBSCRIBERS


JOHN WISEMAN
FLINT HOUSE
GREAT ANWELL
NR WARE
HERTS

JOHN WISEMAN


JOSEPHINE LOCK
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JOSEPHINE LOCK


BARBARA BRADBURY
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SURREY KT17 4HS

BARBARA BRADBURY


Dated the 3rd day of August 1994

Witness to the above Signatures:- Helen Bennett . HELENIE BARRETT
136 SURREY GARDENS ROAD
HENDON
LONDON NW4 5E