



The Companies Acts 1985 to 1989

Articles of Association of Spicerhaart Group Limited

Private Company having a Share Capital
(Incorporated on 2 October 2000)

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(No 04081664)

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Private Company having a Share Capital
(Adopted by special resolution on 2 October 2000)

1 PRELIMINARY

1 1 In these articles.

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

"Auditors" means the auditors for the time being of the Company;

"Cessation Date" means the date upon which a person becomes a Departing Employee,

"Clear Days" means in relation to the period of a notice that 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;

"Commencement Date" means 7 February 2007,

"communication" means the same as in the Electronic Communications Act 2000,

"Company" means Spicerhaart Group Limited,

"Employee Trust" means any trust established by any Group Company for the benefit of employees of the Group, former employees of the Group and any members of the families of any such employees or former employees,

"electronic communication" means the same as in the Electronic Communications Act,

"executed" includes any mode of execution,

"Group Company" means the Company, any holding company of the Company, any subsidiary undertaking of the Company or any subsidiary company of a holding company of the Company for the time being,

"Holder" in relation to shares means the member whose name is entered in the register of members as the holder of the shares,

"Market Value" in relation to shares means the value thereof determined in accordance with articles 9 4 and 9 5 (Compulsory Transfers),

"Office" means the registered office of the Company,

"Regulation" means the appropriate regulation from Table A;

"Sale" means (a) the transfer (including any transfer within the meaning of article 6 7 (Transfer of Shares)) (whether through a single transaction or a series of transactions) of shares in the Company as a result of which any person (or persons connected with each other, or persons acting in concert with each other) would have the legal or beneficial ownership over that number of shares in the capital of the Company which in aggregate would confer more than 50 per cent of the voting rights normally exercisable at general meetings of the Company provided that there shall be no Sale as a result of any transfer pursuant to article 8 (Permitted Transfers) (other than article 8 3) and/or (b) any form of capital reorganisation or scheme of arrangement or the like under the Acts or the Insolvency Act 1986 (as amended from time to time) or otherwise where any person (or persons connected with each other, or persons acting in concert with each other) would acquire directly or indirectly beneficial ownership of or over that number of shares in the Company which in aggregate would confer more than 50 per cent of the voting rights normally exercisable at general meetings of the Company,

"Sale Window" means the period from 1 November to 30 November inclusive in each calendar year, unless the board determines otherwise,

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

"Statutes" means the Act, the Electronic Communications Act 2000 and every other statute or subordinate legislation at the time being in force concerning companies and affecting the Company, and

"United Kingdom" means Great Britain and Northern Ireland

Unless the context otherwise requires, words and expressions contained in these articles bear the same meaning as in the Act but excluding any statutory modification thereof not in force when these articles become binding on the Company.

- 1 2 The Company is a private company The following are the articles of the Company The Regulations contained or incorporated in Table A, and in any Table A applicable to the Company under any former enactment relating to companies, shall not apply to the Company except insofar as they are repeated or contained in these articles.

2 SHARE CAPITAL

- 2 1 The directors are hereby generally and unconditionally authorised for the purposes of section 80 of the Act, to exercise all powers of the Company to allot relevant securities (within the meaning of section 80(2) of the Act) up to an aggregate nominal amount of £1,000 for a period expiring on 31 December 2009 (unless previously renewed, varied or revoked by the Company in general meeting) but the Company may before such expiry make an offer or agreement which would or might require relevant securities to be

allotted after expiry of this authority and the directors may allot relevant securities in pursuance of that offer or agreement as if the authority conferred by this Article had not expired. Without prejudice to the generality of the foregoing any shares unissued at the date of adoption of these articles shall be under the control of the directors who may allot, grant options over or otherwise dispose of the same to such persons (including the directors themselves) on such terms and at such times as they may think proper, provided that no shares shall be issued at a discount.

- 2 2 The provisions of section 89(1) and 90(1) to (6) inclusive of the Act shall not apply to the Company.
- 2 3 Subject to the provisions of the Act and these articles and without prejudice to any rights attached to any existing shares, any share may be issued with such rights or restrictions as the Company may by ordinary resolution determine.
- 2 4 Subject to the provisions of the Act and these articles, shares may be issued which are to be redeemed or are to be liable to be redeemed at the option of the Company or the Holder on such terms and in such manner as may be provided for by the Company.
- 2 5 The Company may exercise the powers of paying commissions conferred by the Act. Subject to the provisions of the Act, any such commission may be satisfied by the payment of cash or by the allotment of fully or partly paid shares, or partly in one way and partly in the other.
- 2 6 Except as required by law, no person shall be recognised by the Company as holding any share upon any trust and (except as otherwise provided by these articles or by law) the Company shall not be bound by or recognise any interest in any share except an absolute right to the entirety thereof in the Holder.

3 SHARE CERTIFICATES

- 3 1 Every member, upon becoming the Holder of any shares, shall be entitled without payment to one certificate for all the shares of each class held by him (and, upon transferring a part of his holding of shares of any class, to a certificate for the balance of such holding) or several certificates each for one or more of his shares, upon payment for every certificate after the first of such reasonable sum as the directors may determine. Every certificate shall be sealed with the seal of the Company (if any) and shall specify the number, class and distinguishing numbers (if any) of the shares to which it relates and the amount or respective amounts paid up thereon. The Company shall not be bound to issue more than one certificate for shares held jointly by several persons and delivery of a certificate to one joint Holder shall be a sufficient delivery to all of them.
- 3 2 If a share certificate is defaced, worn-out, lost or destroyed, it may be renewed on such terms (if any) as to evidence and indemnity and payment of the expenses reasonably incurred by the Company in investigating evidence as the directors may determine but otherwise free of charge, and (in the case of defacement or wearing-out) on delivery up of the old certificate.

4 LIEN

- 4 1 The Company shall have a first and paramount lien on all shares of the Company (whether fully paid or not) registered in the name of any person indebted or under liability to the Company, whether he be the sole registered Holder thereof or one of several joint Holders, for all indebtedness or other liability to the Company of such member or his estate. The directors may at any time declare any share to be wholly or in part exempt from the provisions of this Article. The Company's lien on a share shall extend to any amount payable in respect of it.

- 4 2 The Company may sell in such manner as the directors determine any shares on which the Company has a lien if a sum in respect of which the lien exists is presently payable and is not paid within 14 Clear Days after notice (demanding payment and stating that if the notice is not complied with the shares may be sold) has been given to the Holder of the share or to the person entitled to it in consequence of the death or bankruptcy of the Holder
- 4 3 To give effect to a sale the directors may authorise some person to execute an instrument of transfer of the shares sold to, or in accordance with the directions of, the buyer. The title of the transferee to the shares shall not be affected by any irregularity in or invalidity of the proceedings in reference to the sale
- 4 4 The net proceeds of the sale, after payment of the costs, shall be applied in payment of so much of the sum for which the lien exists as is presently payable, and any residue shall (upon surrender to the Company for cancellation of the certificate for the shares sold and subject to a like lien for any moneys not presently payable as existed upon the shares before the sale) be paid to the person entitled to the shares immediately before the date of the sale

5 CALLS ON SHARES AND FORFEITURE

- 5 1 Subject to the terms of allotment, the directors may make calls upon the members in respect of any moneys unpaid on their shares (whether in respect of nominal value or premium) and each member shall (subject to receiving at least 14 Clear Days' notice specifying when and where payment is to be made) pay to the Company as required by the notice the amount called on his shares. A call may be required to be paid by instalments. A call may, before receipt by the Company of any sum due thereunder, be revoked in whole or part and payment of a call may be postponed in whole or part. A person upon whom a call is made shall remain liable for calls made upon him notwithstanding the subsequent transfer of the shares in respect whereof the call was made
- 5 2 A call shall be deemed to have been made at the time when the resolution of the directors authorising the call was passed
- 5 3 The joint Holders of a share shall be jointly and severally liable to pay all calls in respect thereof
- 5 4 If a call remains unpaid after it has become due and payable, the person from whom it is due and payable shall pay interest on the amount unpaid from the day it became due and payable until it is paid at the rate fixed by the terms of allotment of the share or in the notice of the call or, if no rate is fixed, at the appropriate rate (as defined by the Act) but the directors may waive payment of the interest wholly or in part
- 5 5 An amount payable in respect of a share on allotment or at any fixed date, whether in respect of nominal value or premium or as an instalment of a call, shall be deemed to be a call and if it is not paid the provisions of the articles shall apply as if that amount had become due and payable by virtue of a call.
- 5 6 Subject to the terms of allotment, the directors may make arrangements, on the issue of shares, for a difference between the Holders in the amounts and times of payment of calls on their shares.
- 5 7 If a call remains unpaid after it has become due and payable, the directors may give to the person from whom it is due not less than 14 Clear Days' notice requiring payment of the amount unpaid together with any interest which may have accrued. The notice shall name the place where payment is to be made and shall state that if the notice is not

complied with the shares in respect of which the call was made will be liable to be forfeited

- 5 8 If the notice is not complied with any share in respect of which it was given may, before the payment required by the notice has been made, be forfeited by a resolution of the directors and the forfeiture shall include all dividends or other moneys payable in respect of the forfeited shares and not paid before the forfeiture.
- 5 9 Subject to the provisions of the Act, a forfeited share may be sold, re-allotted or otherwise disposed of on such terms and in such manner as the directors determine either to the person who was before the forfeiture the Holder or to any other person and at any time before sale, re-allotment or other disposition, the forfeiture may be cancelled on such terms as the directors think fit. Where for the purposes of its disposal a forfeited share is to be transferred to any person the directors may authorise some person to execute an instrument of transfer of the share to that person
- 5 10 A person any of whose shares have been forfeited shall cease to be a member in respect of them and shall surrender to the Company for cancellation the certificate for the shares forfeited but shall remain liable to the Company for all moneys which at the date of forfeiture were presently payable by him to the Company in respect of those shares with interest at the rate at which interest was payable on those moneys before the forfeiture or, if no interest was so payable, at the appropriate rate (as defined in the Act) from the date of forfeiture until payment but the directors may waive payment wholly or in part or enforce payment without any allowance for the value of the shares at the time of forfeiture or for any consideration received on their disposal.
- 5 11 A statutory declaration by a director or the Secretary that a share has been forfeited on a specified date shall be conclusive evidence of the facts stated in it as against all persons claiming to be entitled to the share and the declaration shall (subject to the execution of an instrument of transfer if necessary) constitute a good title to the share and the person to whom the share is disposed of shall not be bound to see to the application of the consideration, if any, nor shall his title to the share be affected by any irregularity in or invalidity of the proceedings in reference to the forfeiture or disposal of the share

6 TRANSFER OF SHARES

- 6 1 The instrument of transfer of a share may be in any usual form or in any other form which the directors may approve and shall be executed by or on behalf of the transferor and, unless the share is fully paid, by or on behalf of the transferee
- 6 2 The directors may, in their absolute discretion and without assigning any reason, decline to register any transfer of any share, whether or not it is a fully paid share
- 6 3 If the directors refuse to register a transfer of a share, they shall within two months after the date on which the transfer was lodged with the Company send to the transferee notice of the refusal
- 6 4 The registration of transfers of shares or of transfers of any class of shares may be suspended at such times and for such periods (not exceeding 30 days in any year) as the directors may determine
- 6 5 No fee shall be charged for the registration of any instrument of transfer or other document relating to or affecting the title to any share
- 6 6 The Company shall be entitled to retain any instrument of transfer which is registered, but any instrument of transfer which the directors refuse to register shall be returned to the person lodging it when notice of the refusal is given
- 6 7 For the purposes of these Articles

- (a) a change in the constituent membership (including without limitation any change (howsoever implemented) in the legal or beneficial interest of any member) of a partnership which holds shares shall not constitute a transfer of those shares, and
- (b) the following shall be deemed (but without limitation) to be a transfer by a holder of shares
 - (i) any direction (by way of renunciation or otherwise) by a holder entitled to an allotment or transfer of shares that a share be allotted or issued or transferred to some person other than himself, and
 - (ii) subject to article 6 7(a) any sale or any other disposition (including by way of mortgage, charge or other security interest) of any legal or equitable interest in a share (including any voting right attached to it), (A) whether or not by the relevant holder, (B) whether or not for consideration, and (C) whether or not effected by an instrument in writing

6 8 If a holder defaults in transferring shares to be transferred pursuant to article 7 2 or any shares to be transferred pursuant to any other provision of the articles (the "**Relevant Securities**")

- (a) the chairman for the time being of the Company, or failing him one of the directors of the Company or some other person duly nominated by a resolution of the Board for that purpose, shall be deemed to be the duly appointed agent of the holder with full power to execute, complete and deliver in the name and on behalf of the holder all documents necessary to give effect to the transfer of the Relevant Securities to the transferee,
- (b) the Board may receive and give a good discharge for the purchase money on behalf of the holder and (subject to the transfer being duly stamped) enter the name of the transferee in the register of members or other appropriate register as the holder by transfer of the Relevant Securities,
- (c) the Board shall forthwith pay the purchase money into a separate bank account in the Company's name and if and when the holder shall deliver up his certificate or certificates for the Relevant Securities to the Company (or an indemnity in a form reasonably satisfactory to the Board in respect of any lost certificate) he shall thereupon be paid the purchase money, without interest and less any sums owed to the Company by the holder pursuant to these Articles or otherwise, and
- (d) if such certificate shall comprise any Relevant Securities which the holder has not become bound to transfer as aforesaid the Company shall issue to him a balance certificate for such Relevant Securities
- (e) The appointment referred to in article 6 8(a) shall be irrevocable and is given by way of security for the performance of the obligations of the holder under these Articles

7 **COME ALONG**

7 1 [deleted]

7 2 If the effect of any bona fide transfer of any shares (the "**Triggering Transfer**") would result in there being a Sale, the holder thereof (or, if there is more than one holder thereof, any of them) (the "**Calling Shareholders**") shall have the right to require all the other holders of shares (other than shares held by any holder who is connected with or acting in concert with the proposed transferee of the shares proposed to be the subject of the Transfer) or Warrants (the "**Called Shareholders**") to transfer within one business day of demand being made by the Calling Shareholders by notice in writing to the Called

Shareholders all (but not some only) of their shares (including any acquired by them after service of the Come Along Notice) other than any shares which are to be redeemed on the date of the Sale. The transfer shall be on the same terms and conditions as shall have been agreed between the Calling Shareholders and the proposed transferee. The right of the Calling Shareholders shall be exercised by the Calling Shareholders giving written notice to the Called Shareholders to that effect (the **"Come Along Notice"**) accompanied by copies of all documents required to be executed by the Called Shareholders to give effect to the required transfer. If the Triggering Transfer is to a person connected with any of the Calling Shareholders the rights conferred by this article 7.2 shall only be exercisable if the Board of the Company is advised (by a reputable investment bank or other corporate finance advisory firm, the identity of which is notified to the holders of a majority of the Ordinary Shares) that the terms on which the Called Shareholders' shares are to be transferred are fair and reasonable (so far as the shareholders of the Company other than the Calling Shareholders and persons connected with them are concerned) and are made known to the Called Shareholders in the documents which accompany the Come Along Notice.

- 7 3 If a Called Shareholder makes default in transferring its shares pursuant to article 7 2 the provisions of article 6 8 (Transfer of Shares) (reference therein to the holder, Relevant Securities, transferee and documents being construed in accordance with the provisions of this article 7) shall apply to the transfer of such shares mutatis mutandis

8 PERMITTED TRANSFERS

- 8 1 Shares may be transferred by a body corporate (the **"Original Holder"**) to a subsidiary or holding company of the Original Holder or another subsidiary of such holding company provided that if the transferee ceases to be in such relationship with the Original Holder the shares in question shall be transferred to the Original Holder.
- 8 2 A holder may transfer shares to a nominee or trustee for that holder and any nominee or trustee may transfer shares to any other nominee or trustee or to the beneficiary provided that no beneficial interest in the shares passes by reason of any such transfer
- 8 3 Any holder may transfer shares the transfer of which would have the effect described in article 7 1 (Tag along and Come along) provided either an offer has been made and completed in accordance with article 7 1 or a Come Along Notice has been served in accordance with article 7 2. Any holder of shares may transfer shares pursuant to the acceptance of such an offer or pursuant to a Come Along Notice
- 8 4 An Employee Trust may transfer shares in accordance with the rules of that Employee Trust
- 8 5 The board of directors of the Company may in its absolute discretion approve the transfer of shares, other than a Sale, to any other entity, such approval not to be unreasonably withheld. The board shall not be required to give reasons for any decision that it makes under this article 8 5
- 8 6 A holder may offer their shares for sale within the Sale Window. The process by which the offer and acceptance (if any) of the transfer are regulated shall be determined in the absolute discretion of the board of directors of the Company as they may from time to time decide and such decisions shall be notified to the holder.

9 COMPULSORY TRANSFERS

- 9 1 Whenever any employee or director of the Company or any subsidiary of the Company or any individual who is otherwise having his services provided to the Company (the **"Departing Employee"**) shall, for any reason, cease to be a director or employee of the Company or any subsidiary of the Company, or shall cease to have his services provided

to the Company, or upon the business of the company of which he is a director or employee being sold by the Company or such subsidiary, or upon the subsidiary of which he is a director or employee being sold by the Company and, in either such case, he ceases to be a Director or employee of either the Company or any of its then remaining subsidiaries then the Board may at any time following the date of such cessation serve a written notice (the "**Compulsory Transfer Notice**") on all or any of the following

- (a) such Departing Employee, in respect of all shares of whatever class then held by him,
- (b) any person or persons (or their nominees) (collectively, the "**Departing Employee's Group**") who, at or before the time of the allotment, issue, transfer or other acquisition of shares to or by the Departing Employee's Group, is designated as the holder of shares in the Company on behalf of or in the place of or as nominee for the relevant Departing Employee, and
- (c) any person or persons who, in relation to the Departing Employee or Departing Employee Group, is or are a Privileged Relation (this being the spouse of the Departing Employee and the lineal descendents of that spouse, including step and adopted descendents) or a trust under which no immediate beneficial interest in the shares in question is for the time being vested in any person other than the Departing Employee or his Privileged Relations and no power of control over the voting powers conferred by such shares is for the time being exercisable by or subject to the consent of any person other than the trustees or such Departing Member or his Privileged Relations (a "**Family Trust**") in respect of shares of whatever class then held by such person(s),

(all of such persons, inclusive of the Departing Employee and Departing Employee's Associate, being the "**Retiring Members**") The Compulsory Transfer Notice may require the relevant Retiring Member(s) to give a notice in writing (a "**Transfer Notice**") to the Company that he wishes to transfer such shares (and if no such Transfer Notice is given within ten days of the date of the Company Notice, the relevant Retiring Member(s) shall automatically be deemed to have given a Transfer Notice) to one or more of the entities described in article 9 7 indicating that he desires and/or they desire (as the case may be) to transfer all of his and/or their (as the case may be) shares in the Company (the "**Transferred Shares**") Once a Transfer Notice has been issued or has been deemed to have been issued, the Retiring Member shall be required to transfer within five business days those shares to which the Transfer Notice refers and failure to do so shall, for the purposes of article 6 8, constitute a default in the transfer of the Retiring Member's shares

9 2 The price at which such shares may be required to be transferred pursuant to article 9 1 shall be determined by the Board and shall be no lower than

- (a) if the Cessation Date is on or prior to the 1 January 2008, regardless of the reason for the Departing Employee becoming a Departing Employee (the "**Departure Reason**") the lower of Cost and Market Value,
- (b) if the Cessation Date is after 1 January 2008
 - (i) if the Departure Reason is a Good Reason Market Value;
 - (ii) if the Departure Reason is a Bad Reason the lower of (i) Cost and (ii) Market Value.

9 3 In article 9 2

- (a) "**Good Reason**" shall mean any of the following reasons

- (i) the death of the Departing Employee,
 - (ii) the ill health, permanent disability or injury of the Departing Employee rendering him incapable of continued full-time employment in his current position (or a comparable position at the location he is employed or otherwise provides his services at the Cessation Date) with the Group,
 - (iii) because the Departing Employee is employed by a subsidiary of the Company, or business of the Company or subsidiary of the Company, which is sold or otherwise disposed of,
 - (iv) the Departing Employee being made redundant by a Group Company,
 - (v) the retirement of the Departing Employee in accordance with his terms of employment, or
 - (vi) the service contract of the Departing Employee (or other arrangement pursuant to which his services are provided to a Group Company) being terminated by that Group Company in breach of the terms thereof other than in circumstances in which the Group Company is entitled summarily to terminate such contract without payment of damages or payment in lieu of notice,
- (b) **"Bad Reason"** shall mean
- (i) voluntary resignation by the Departing Employee for a reason other than a Good Reason except where the Departing Employee has previously offered the shares in question for sale under article 8 6 and where there were no acceptances in relation to that offer, or
 - (ii) any other reason which is not a Good Reason, and
- (c) **"Cost"** shall mean the amount paid (by way of purchase or subscription price) for the shares in question by the first member (in point of time) of the Departing Employee's Group who held such shares

9 4 In determining the Market Value of the shares the subject of the Compulsory Transfer Notice the Company may propose to the Departing Employee a price which if accepted by the Departing Employee shall be deemed to be the Market Value. In the absence of agreement Market Value shall be determined in accordance with article 9 5 or, at the election of the Company, Market Value shall be based upon the price per share implied in the Market Value last determined pursuant to article 9 5 where such determination took place within the 12 months prior to the Cessation Date and the Auditors shall not add any premium to the price of the shares for the sale of control of the Company.

9 5 Subject to article 9 4, Market Value of the Ordinary Shares the subject of the Compulsory Transfer Notice (the **"Transferred Shares"**) shall be the market value of the Transferred Shares as between a willing buyer and a willing seller as certified by the Auditors acting as experts and not arbitrators and whose determination shall be final and binding on the parties concerned. In arriving at the Market Value of the Transferred Shares, the Auditors shall have regard to the rights and the restrictions attaching to the Transferred Shares and the fact that the Company and/or its relevant subsidiary/ies will cease to have the benefit of the services of the Departing Employee.

9 6 The costs and expenses of the Auditors shall be borne by the Company.

9 7 The Transferred Shares may be transferred to the following entities only

- (a) the Company,

(b) an Employee Benefit Trust, or

(c) such other persons as may be approved by the board of directors

9 8 The board of directors shall not be required to give reasons for any decision that it makes pursuant to article 9 7(c)

9 9 Payments made by the Company or the Employee Benefit Trust under this article 9 shall be made in equal quarterly instalments over a period of 24 months, or in such shorter period and by such instalments as the board of directors of the Company may in its absolute discretion decide

10 **TRANSMISSION OF SHARES**

10 1 If a member dies, the survivor or survivors where he was a joint Holder, and his personal representatives where he was a sole Holder or the only survivor of joint Holders, shall be the only persons recognised by the Company as having any title to his interest, but nothing herein contained shall release the estate of a deceased member from any liability in respect of any share which had been jointly held by him

10 2 A person becoming entitled to a share in consequence of the death or bankruptcy of a member may, upon such evidence being produced as the directors may properly require, elect either to become the Holder of the share or to have some person nominated by him registered as the transferee. If he elects to become the Holder he shall give notice to the Company to that effect. If he elects to have another person registered he shall execute an instrument of transfer of the share to that person. All the Articles relating to the transfer of shares shall apply to the notice or instrument of transfer as if it were an instrument of transfer executed by the member and the death or bankruptcy of the member had not occurred.

10 3 A person becoming entitled to a share in consequence of the death or bankruptcy of a member shall have the rights to which he would be entitled if he were the Holder of the share, except that he shall not, before being registered as the Holder of the share, be entitled in respect of it to attend or vote at any meeting of the Company or at any separate meeting of the Holders of any class of shares in the Company.

11 **ALTERATION OF SHARE CAPITAL**

11 1 The Company may by ordinary resolution

(a) increase its share capital by new shares of such amount as the resolution prescribes,

(b) consolidate and divide all or any of its share capital into shares of larger amount than its existing shares,

(c) subject to the provisions of the Act, sub-divide its shares, or any of them, into shares of smaller amount and the resolution may determine that, as between the shares resulting from the sub-division, any of them may have any preference or advantage as compared with the others, and

(d) cancel shares which, at the date of the passing of the resolution, have not been taken or agreed to be taken by any person and diminish the amount of its share capital by the amount of the shares so cancelled.

11 2 Whenever as a result of a consolidation of shares any members would become entitled to fractions of a share, the directors may, on behalf of those members, sell the shares representing the fractions for the best price reasonably obtainable to any person (including, subject to the provisions of the Act, the Company) and distribute the net

proceeds of sale in due proportion among those members, and the directors may authorise some person to execute an instrument of transfer of the shares to, or in accordance with the directions of, the buyer. The transferee shall not be bound to see to the application of the purchase money nor shall his title to the shares be affected by any irregularity in or invalidity of the proceedings in reference to the sale

- 11 3 Subject to the provisions of the Act, the Company may by special resolution reduce its share capital, any capital redemption reserve and any share premium account in any way

12. PURCHASE OF OWN SHARES

- 12 1 Subject to the provisions of the Act, the Company may purchase its own shares (including any redeemable shares) and make a payment in respect of the redemption or purchase of its own shares otherwise than out of distributable profits of the Company or the proceeds of a fresh issue of shares

13 GENERAL MEETINGS

- 13 1 All general meetings other than annual general meetings shall be called extraordinary general meetings

- 13 2 The directors 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 seven weeks after receipt of the requisition. If there are not sufficient directors to call a general meeting, any director or member of the Company may call a general meeting.

14 NOTICE OF GENERAL MEETINGS

- 14 1 An annual general meeting and an extraordinary general meeting called for the passing of a special resolution or an elective resolution or a resolution appointing a person as a director shall be called by at least 21 Clear Days' notice. All other extraordinary general meetings shall be called by at least 14 Clear Days' notice. Notwithstanding the above, a general meeting may be called by shorter notice if it is so agreed

(a) in the case of an annual general meeting and an extraordinary general meeting called for the passing of an elective resolution, by all the members entitled to attend and vote thereat, and

(b) in the case of any other meeting, by a majority in number of the members having a right to attend and vote being a majority together holding not less than 95 per cent in nominal value of the shares giving that right or such lesser percentage not being less than 90 per cent, as may be specified in or pursuant to any elective resolution passed by the Company

- 14 2 The notice shall specify the time and place of the meeting, the general nature of the business to be transacted and the terms of any resolution to be proposed at it and, in the case of an annual general meeting, shall specify the meeting as such

- 14 3 Subject to the provisions of these articles and to any restrictions imposed on any shares, the notice shall be given to all members, to all persons entitled to a share in consequence of the death or bankruptcy of a member and to the directors and the auditors

- 14 4 Every director of the Company and every alternate director shall be entitled to receive notices of general meetings (at his usual address or such other address as he may notify to the Company, or an address to which notices may be sent using electronic communications) in addition to the persons so entitled under the Statutes

- 14 5 The non-receipt of notice of a meeting by any person entitled to receive notice shall not invalidate the proceedings at that meeting

15 PROCEEDINGS AT GENERAL MEETINGS

- 15 1 No business shall be transacted at any meeting unless a quorum is present Two persons entitled to vote upon the business to be transacted, each being a member or a proxy for a member or a duly authorised representative of a corporation, shall be a quorum, provided that if the Company has only a single member, the quorum shall be one such person.
- 15 2 If such a quorum is not present within half an hour from the time appointed for the meeting, or if during a meeting such 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 directors may determine If at the adjourned meeting a quorum is not present within half an hour from the time appointed for the meeting, the shareholders present shall form a quorum
- 15 3 The chairman, if any, of the board of directors or in his absence some other director nominated by the directors shall preside as chairman of the meeting, but if neither the chairman nor such other director (if any) is present within 15 minutes after the time appointed for holding the meeting and willing to act, the directors present shall elect one of their number to be chairman and, if there is only one director present and willing to act he shall be chairman
- 15 4 If no director is willing to act as chairman, or if no director is present within 15 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
- 15 5 A director shall, notwithstanding that he is not a member, be entitled to attend and speak at any general meeting and at any separate meeting of the Holders of any class of shares in the Company
- 15 6 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 the adjournment not taken place When a meeting is adjourned for 14 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
- 15 7 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 A poll may be demanded by the chairman or by any member present in person or by proxy and entitled to vote
- 15 8 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 9 The demand for a poll may, before the poll is taken, be withdrawn but only with the consent of the chairman and a demand so withdrawn shall not be taken to have invalidated the result of a show of hands declared before the demand was made
- 15 10 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 result of the poll The result

of the poll shall be deemed to be the resolution of the meeting at which the poll was demanded

- 15 11 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
- 15 12 A poll demanded on the election of a chairman or on a question of adjournment shall be taken forthwith. A poll demanded on any other question shall be taken either forthwith or at such time and place as the chairman directs not being more than 30 days after the poll is demanded. The demand for a poll shall not prevent the continuance of a meeting for the transaction of any business other than the question on which the poll was 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
- 15 13 No notice need be given of a poll not taken forthwith if the time and place at which it is to be taken are announced at the meeting at which it is demanded. In any other case at least seven Clear Days' notice shall be given specifying the time and place at which the poll is to be taken
- 15 14 A resolution in writing executed by or on behalf of each member who would have been entitled to vote upon it if it had been proposed at a general meeting at which he was present shall be as effectual as if it had been passed at a general meeting duly convened and held and may consist of several instruments in the like form each executed by or on behalf of one or more members. In the case of a share held by joint Holders the signature of any one of them on behalf of all such joint Holders shall be sufficient for the purposes of passing a resolution in writing. The directors shall cause a record of each resolution in writing, and of the signatures to it, to be entered in a book in the same way as minutes of proceedings of a general meeting of the Company and to be signed by a director or the Secretary of the Company
- 15 15 Any member's proxy or duly authorised representative (being a corporation) and all other relevant officers of the Company entitled to attend such meetings may participate in a general meeting or a meeting of a class of members of the Company by means of audio visual conferencing equipment or similar communications system whereby all those participating in the meeting can see, hear and address each other. Such participation shall be deemed to constitute presence in person (or by proxy or authorised representative as appropriate) at such meeting for all purposes including that of establishing a quorum. A meeting held by such means shall be deemed to take place where the largest group of participators in number is assembled. In the absence of such a majority the location of the chairman shall be deemed to be the place of the meeting

16 VOTES OF MEMBERS

- 16 1 Subject to any rights or restrictions attached to any shares, on a show of hands every member who (being an individual) is present in person or by proxy or (being a corporation) is present by a duly authorised representative, not being himself a member entitled to vote, shall have one vote and on a poll every member shall have one vote for every share of which he is the Holder
- 16 2 In the case of joint Holders the vote of the senior who tenders a vote, whether in person or by proxy, shall be accepted to the exclusion of the votes of the other joint Holders, and seniority shall be determined by the order in which the names of the Holders stand in the register of members
- 16 3 A member in respect of whom an order has been made by any court having jurisdiction (whether in the United Kingdom or elsewhere) in matters concerning mental disorder may vote, whether on a show of hands or on a poll, by his receiver, curator bonis or other

person authorised in that behalf appointed by that court, and any such receiver, curator bonis or other person may, on a poll, vote by proxy. Evidence to the satisfaction of the directors of the authority of the person claiming to exercise the right to vote shall be deposited at the Office or at such other place as is specified in accordance with the articles for the deposit of instruments of proxy, not less than 48 hours before the time appointed for holding the meeting or adjourned meeting at which the right to vote is to be exercised and in default the right to vote shall not be exercisable

- 16 4 No member shall vote at any general meeting or at any separate meeting of the Holders of any class of shares in the Company, either in person or by proxy, in respect of any share held by him unless all moneys payable by him in respect of that share have been paid
- 16.5 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
- 16 6 On a poll votes may be given either personally or by proxy A member may appoint more than one proxy to attend on the same occasion
- 16 7 An appointment of a proxy shall be in the following form (or in a form as near thereto as circumstances allow or in any other form which is usual or which the directors may approve)

"● Limited

I/We, [], of [] being a member/members of the above-named Company, hereby appoint [] of [], or failing him, [] of [] as my/our proxy to vote in my/our name[s] and on my/our behalf at the annual/extraordinary general meeting of the Company to be held on ● 200● and at any adjournment thereof

Signed on ● 200●"

- 16 8 Where it is desired to afford members an opportunity of instructing the proxy how he shall act the appointment of a proxy shall be in the following form (or in a form as near thereto as circumstances allow or in any other form which is usual or which the Directors may approve)

"● Limited

I/We,[], of [] being a member/members of the above-named Company, hereby appoint [] of [] or failing him, [] of [] as my/our proxy to vote in my/our name[s] and on my/our behalf at the annual/extraordinary general meeting of the Company, to be held on ● 200● and at any adjournment thereof

This form is to be used in respect of the resolutions mentioned below as follows.

Resolution No 1 *for *against

Resolution No 2 *for *against

*Strike out whichever is not desired

Unless otherwise instructed, the proxy may vote as he thinks fit or abstain from voting

Signed on ● 200●"

16 9 The appointment of a proxy and any authority under which it is executed or a copy of such authority certified notarially or in some other way approved by the directors may

- (a) in the case of an instrument in writing be deposited at the Office, or at such other place within the United Kingdom as is specified in the notice convening the meeting or in any instrument of proxy sent out by the Company in relation to the meeting not less than 48 hours before the time for holding the meeting or adjourned meeting at which the person named in the instrument proposes to vote, or
- (b) in the case of an appointment contained in an electronic communication, where an address has been specified for the purpose of receiving electronic communications:
 - (i) in the notice covering the meeting, or
 - (ii) in any instrument of proxy sent out by the company in relation to the meeting, or
 - (iii) in any invitation contained in an electronic communication to appoint a proxy issued by the company in relation to the meeting,

be received at such address not less than 48 hours before the time for holding the meeting or adjourned meeting at which the person named in the appointment proposes to vote

- (c) in the case of a poll taken more than 48 hours after it is demanded, be deposited or received as aforesaid after the poll has been demanded and before the time appointed for the taking of the poll, or
- (d) where the poll is not taken forthwith but is taken not more than 48 hours after it was demanded, be delivered at the meeting at which the poll was demanded to the chairman or to the Secretary or to any director

and an appointment of a proxy which is not deposited, delivered or received in a manner so permitted shall be invalid In this Article and the next, "address" in relation to electronic communications, includes any number or address used for the purposes of such communications

16 10 A vote given or poll demanded by proxy or by the duly authorised representative of a corporation 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 Company at the Office or at such other place at which the instrument of proxy was duly deposited or, where the appointment of the proxy was contained in an electronic communication, at the address at which such appointment was duly received 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

16 11 A members' written resolution shall be in the following form (or in a form as near thereto as circumstances allow or in any other form which is usual or which the directors may approve)

No ●

● LIMITED

[MEMBER'S] [MEMBERS'] WRITTEN RESOLUTION[S]

I/We, the undersigned, being [the sole member] [all the members] of the Company who (at the date hereof) would have been entitled to vote upon the resolution[s] set out below if [it] [they] had been proposed at a general meeting at which we were present, hereby agree

- (a) pursuant to article 15 14 to the passing of the resolution[s] set out below (of which the resolution[s] numbered ● [to ●] would otherwise be required to be passed as [an] ordinary resolution[s] and the resolution[s] numbered ● [to ●] would otherwise be required to be passed as [a/n] [special] [elective] [extraordinary] resolution[s]) by way of written resolution, and
- (b) to every variation or abrogation of the rights attaching to any class of shares of which [I am] [we are] a holder involved in or requisite to give effect to such resolutions

THAT: **[Insert text of resolution[s]]**

[
for and on behalf of
[] Limited]

[name of individual shareholder]

Date ● 200●

17 **NUMBER OF DIRECTORS**

- 17 1 Unless otherwise determined by ordinary resolution, the number of directors (other than alternate directors) shall not be subject to any maximum but shall be not less than two.

18 **ALTERNATE DIRECTORS**

- 18 1 Any director (other than an alternate director) may appoint any other person willing to act, to be an alternate director and may remove from office an alternate director so appointed by him
- 18 2 An alternate director shall for the duration of his appointment be entitled to receive notice of all meetings of directors and of all meetings of committees of directors of which his appointor is a member, to attend and vote at any such meeting at which the director appointing him is not personally present, and shall be deemed to be a director for the purpose of signing instruments pursuant to these articles and for signing any resolution in writing of the directors, and (subject to any limitation contained in his appointment) shall be deemed for all purposes to be a director of the Company for the duration of his appointment and shall thereby be responsible for his own acts and defaults to the exclusion of his appointor
- 18 3 An alternate director shall be entitled to contract and be interested in and benefit from contracts or arrangements with the Company and to be repaid expenses and to be indemnified to the same extent mutatis mutandis as if he were a director, but he shall not be entitled to receive from the Company in respect of his appointment as alternate director any remuneration, except only such part (if any) of the remuneration otherwise payable to his appointor as such appointor may by notice in writing to the Company from time to time direct
- 18 4 An alternate director shall cease to be an alternate director if his appointor ceases to be a director
- 18 5 Any appointment or removal of an alternate director shall be by notice to the Company signed by the director making or revoking the appointment or in any other manner approved by the directors and shall be delivered at the Office of the Company

19 **POWERS OF DIRECTORS**

19 1 Subject to the provisions of the Act, the memorandum of association and the articles and to any directions given by special resolution, the business of the Company shall be managed by the directors who may exercise all the powers of the Company. No alteration of the memorandum of association or articles and no such direction shall invalidate any prior act of the directors 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 directors by the articles and a meeting of directors at which a quorum is present may exercise all powers exercisable by the directors.

19 2 The directors may, by power of attorney or otherwise, appoint any person to be the agent of the Company for such purposes and on such conditions as they determine, including authority for the agent to delegate all or any of his powers.

20 **DELEGATION OF DIRECTORS' POWERS**

20 1 The directors may delegate any of their powers to any committee consisting of one or more directors. Any committee shall have power unless the directors direct otherwise to co-opt as a member or members of the committee any person or persons not being a director of the Company. They may also delegate to any managing director or any director holding any other executive office such of their powers as they consider desirable to be exercised by him. Any such delegation may be made subject to any conditions the directors may impose, and either collaterally with or to the exclusion of their own powers, and may be revoked or altered. Subject to any such conditions, the proceedings of a committee with two or more members shall be governed by the articles regulating the proceedings of directors so far as they are capable of applying.

21 **APPOINTMENT, DISQUALIFICATION AND REMOVAL OF DIRECTORS**

21 1 Without prejudice to the powers of the Company under section 303 of the Act to remove a director by ordinary resolution, the Holder or Holders for the time being of more than one half of the issued ordinary shares of the Company shall have the power from time to time and at any time to appoint any person or persons as a director or directors and to remove from office any director howsoever appointed. Any such appointment or removal shall be effected by an instrument in writing signed by the member or members making the same or (in the case of a member being a corporation) signed on its behalf by one of its directors or its secretary and shall take effect on lodgment at the Office of the Company.

21 2 The directors shall not be liable to retire by rotation.

21 3 The directors may appoint a person who is willing to act to be a director, either to fill a vacancy or as an additional director, provided that the appointment does not cause the number of directors to exceed any number fixed by or in accordance with the articles as the maximum number of directors.

21 4 The office of a director shall be vacated if

- (a) he is removed from office under Article 21 1, or
- (b) he resigns his office by notice to the Company, or
- (c) he ceases to be a director by virtue of any provision of the Act or he becomes prohibited by law from being a director, or
- (d) he becomes bankrupt or makes any arrangement or composition with his creditors generally, or
- (e) he is, or may be, suffering from mental disorder and either

- (i) he is admitted to hospital in pursuance of an application for admission for treatment under the Mental Health Act 1983 or, in Scotland, an application for admission under the Mental Health (Scotland) Act 1960; or
- (ii) an order is made by a court having jurisdiction (whether in the United Kingdom or elsewhere) in matters concerning mental disorder for his detention or for the appointment of a receiver, curator bonis or other person to exercise powers with respect to his property or affairs, or
- (f) he shall for more than six consecutive months have been absent without permission of the directors from meetings of directors held during that period and the directors resolve that his office be vacated

21 5 Unless and until otherwise determined by the Company by ordinary resolution, either generally or in any particular case, no director shall vacate his office as a director on or by reason of his attaining or having attained the age of 70, and any person proposed to be appointed a director shall be capable of being appointed as a director notwithstanding that he has attained the age of 70, and no special notice need be given of any resolution for the appointment as a director of a person who shall have attained the age of 70, and it shall not be necessary to give to the members notice of the age of any director or person proposed to be appointed as such

22 REMUNERATION OF DIRECTORS

22 1 The directors shall be entitled to such remuneration as the Company may by ordinary resolution determine and, unless the resolution provides otherwise, the remuneration shall be deemed to accrue from day to day.

23 DIRECTORS' EXPENSES

23.1 The directors may be paid all travelling, hotel and other expenses properly incurred by them in connection with their attendance at meetings of directors or committees of directors or general meetings or separate meetings of the Holders of any class of shares or of debentures of the Company or otherwise in connection with the discharge of their duties

24 DIRECTORS' APPOINTMENTS AND INTERESTS

24 1 Subject to the provisions of the Act, the directors may appoint one or more of their number to the office of managing director or to any other executive office under the Company and may enter into an agreement or arrangement with any director for his employment by the Company or for the provision by him of any services outside the scope of the ordinary duties of a director Any such appointment, agreement or arrangement may be made upon such terms as the directors determine and they may remunerate any such director for his services as they think fit Any appointment of a director to an executive office shall terminate if he ceases to be a director but without prejudice to any claim to damages for breach of the contract of service between the director and the Company

24 2 Subject to the provisions of the Act, and provided that he has disclosed to the directors the nature and extent of any material interest of his, a director notwithstanding his office

- (a) may be a party to, or otherwise interested in, any transaction or arrangement with the Company or in which the Company is otherwise interested,
- (b) may be a director or other officer of, or employed by, or a party to any transaction or arrangement with, or otherwise interested in any body corporate promoted by the Company or in which the Company is otherwise interested, and

- (c) shall not, by reason of his office, be accountable to the Company for any benefit which he derives from any such office or employment or from any such transaction or arrangement or from any interest in any such body corporate and no such transaction or arrangement shall be liable to be avoided on the ground of any such interest or benefit

24 3 For the purposes of Article 23 2

- (a) a general notice given to the directors that a director is to be regarded as having an interest of the nature and extent specified in the notice in any transaction or arrangement in which a specified person or class of persons is interested shall be deemed to be a disclosure that the director has an interest in any such transaction of the nature and extent so specified, and
- (b) an interest of which a director has no knowledge and of which it is unreasonable to expect him to have knowledge shall not be treated as an interest of his

25 PROCEEDINGS OF DIRECTORS

- 25 1 Subject to the provisions of the articles, the directors may regulate their proceedings as they think fit. A director may, and the Secretary at the request of a director shall, call a meeting of the directors. 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. A director who is also an alternate director shall be entitled in the absence of his appointor to a separate vote on behalf of his appointor in addition to his own vote.
- 25 2 The quorum for the transaction of the business of the directors may be fixed by the directors and unless so fixed at any other number shall be two. A person who holds office only as an alternate director shall, if his appointor is not present, be counted in the quorum.
- 25 3 Any or all directors or members of a committee of the directors may participate in a meeting of the directors or such committee by means of conference telephone or similar communications equipment whereby all persons participating in the meeting can hear each other and participation in a meeting in this manner shall be deemed to constitute presence in person at such meeting.
- 25 4 The continuing directors or a sole continuing director may act notwithstanding any vacancies in their number, but, if the number of directors is less than the number fixed as the quorum, the continuing directors or director may act only for the purpose of filling vacancies or of calling a general meeting.
- 25 5 The directors may appoint one of their number to be the chairman of the board of directors and may at any time remove him from that office. Unless he is unwilling to do so, the director so appointed shall preside at every meeting of directors at which he is present. But if there is no director holding that office, or if the director holding it is unwilling to preside or is not present within five minutes after the time appointed for the meeting, the directors present may appoint one of their number to be chairman of the meeting.
- 25 6 All acts done by a meeting of directors, or of a committee of directors, or by a person acting as a director shall, notwithstanding that it be afterwards discovered that there was a defect in the appointment of any director 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 director and had been entitled to vote.
- 25.7 A resolution in writing signed by all the directors entitled to receive notice of a meeting of directors or of a committee of directors shall be as valid and effectual as if it had been

passed at a meeting of directors or (as the case may be) a committee of directors duly convened and held and may consist of several documents in the like form each signed by one or more directors, but a resolution signed by an alternate director need not also be signed by his appointor and, if it is signed by a director who has appointed an alternate director, it need not be signed by the alternate director in that capacity

25 8 For a signed resolution in writing to be effective it shall not be necessary for it to be signed by a director who is prohibited by the articles or by law from voting thereon.

25 9 Notwithstanding having an interest in accordance with Article 88, a director may vote on any matter (save in respect of his own appointment to office or employment with the Company, or the variation of the terms thereof, or termination of his appointment or employment) in which he is interested and be included for the purpose of a quorum at any meeting at which the same is considered and he may retain for his own benefit all profits and advantages accruing to him

25 10 A director shall not be counted in the quorum present at a meeting in relation to a resolution on which he is not entitled to vote

25 11 The Company may by ordinary resolution suspend or relax to any extent, either generally or in respect of any particular matter, any provision of the articles prohibiting a director from voting at a meeting of directors or of a committee of directors

25 12 If a question arises at a meeting of directors or of a committee of directors as to the right of a director to vote, the question may, before the conclusion of the meeting, be referred to the chairman of the meeting and his ruling in relation to any director other than himself shall be final and conclusive

26 **SECRETARY**

26 1 Subject to the provisions of the Act, the Secretary shall be appointed by the directors for such term, at such remuneration and upon such conditions as they may think fit, and any Secretary so appointed may be removed by them

27 **MINUTES**

27 1 The directors shall cause minutes to be made in books kept for the purpose

(a) of all appointments of officers made by the director, and

(b) of all proceedings at meetings of the Company, of the Holders of any class of shares in the Company, and of the directors, and of committees of directors, including the names of the directors present at each such meeting

28 **THE SEAL**

28 1 If the Company has a seal, it shall only be used with the authority of the directors or a committee of the directors. The directors may determine who shall sign any instrument to which the seal is affixed and unless otherwise so determined it shall be signed by a director and by the Secretary or second director. The obligation under Article 3 1 relating to the sealing of share certificates shall apply only if the Company has a seal

28 2 If the Company has a common seal, the Company may also have an official seal for use abroad under the provisions of the Act, where and as the directors shall determine, and the Company may by writing under the common seal appoint any agents or agent, committees or committee abroad to be the duly authorised agents of the Company, for the purpose of affixing and using such official seal, and may impose such restrictions on the use thereof as may be thought fit

29 **DIVIDENDS**

- 29 1 Subject to the provisions of the Act, the Company may by ordinary resolution declare dividends in accordance with the respective rights of the members, but no dividend shall exceed the amount recommended by the directors
- 29 2 Subject to the provisions of the Act, the directors may pay interim dividends if it appears to them that they are justified by the profits of the Company available for distribution. If the share capital is divided into different classes, the directors may pay interim dividends on shares which confer deferred or non-preferred rights with regard to dividend as well as on shares which confer preferential rights with regard to dividend, but no interim dividend shall be paid on shares carrying deferred or non-preferred rights if, at the time of payment, any preferential dividend is in arrear. The directors may also pay at intervals settled by them any dividend payable at a fixed rate if it appears to them that the profits available for distribution justify the payment. Provided the directors act in good faith they shall not incur any liability to the Holders of shares conferring preferred rights for any loss they may suffer by the lawful payment of an interim dividend on any shares having deferred or non-preferred rights
- 29 3 Except as otherwise provided by the rights attached to shares, all dividends shall be declared and paid according to the amounts paid up on the shares on which the dividend is paid. All dividends shall be apportioned and paid proportionately to the amounts paid up on the shares during any portion or portions of the period in respect of which the dividend is paid, but, if any share is issued on terms providing that it shall rank for dividend as from a particular date, that share shall rank for dividend accordingly
- 29 4 A general meeting declaring a dividend may, upon the recommendation of the directors, direct that it shall be satisfied wholly or partly by the distribution of assets and, where any difficulty arises in regard to the distribution, the directors may settle the same and in particular may issue fractional certificates and fix the value for distribution of any assets and may determine that cash shall be paid to any member upon the footing of the value so fixed in order to adjust the rights of members and may vest any assets in trustees.
- 29 5 Any dividend or other moneys payable in respect of a share may be paid by cheque sent by post to the registered address of the person entitled or, if two or more persons are the Holders of the share or are jointly entitled to it by reason of the death or bankruptcy of the Holder, to the registered address of that one of those persons who is first named in the register of members or to such person and to such address as the person or persons entitled may in writing direct. Every cheque shall be made payable to the order of the person or persons entitled or to such other person as the person or persons entitled may in writing direct and payment of the cheque shall be a good discharge to the Company. Any joint Holder or other person jointly entitled to a share as aforesaid may give receipts for any dividend or other moneys payable in respect of the share
- 29 6 No dividend or other moneys payable in respect of a share shall bear interest against the Company unless otherwise provided by the rights attached to the share
- 29 7 Any dividend which has remained unclaimed for 12 years from the date when it became due for payment shall, if the directors so resolve, be forfeited and cease to remain owing by the Company.

30 **ACCOUNTS**

- 30 1 No member shall (as such) have any right of inspecting any accounting records or other book or document of the Company except as conferred by statute or authorised by the directors or by ordinary resolution of the Company

31 CAPITALISATION OF PROFITS

31 1 The directors may with the authority of an ordinary resolution of the Company

- (a) subject as hereinafter provided, resolve to capitalise any undivided profits of the Company not required for paying any preferential dividend (whether or not they are available for distribution) or any sum standing to the credit of the Company's share premium account or capital redemption reserve,
- (b) appropriate the sum resolved to be capitalised to the members who would have been entitled to it if it were distributed by way of dividend and in the same proportions and apply such sum on their behalf either in or towards paying up the amounts, if any, for the time being unpaid on any shares held by them respectively, or in paying up in full unissued shares or debentures of the Company of a nominal amount equal to that sum, and allot the shares or debentures credited as fully paid to those members, or as they may direct, in those proportions, or partly in one way and partly in the other, but the share premium account, the capital redemption reserve, and any profits which are not available for distribution may, for the purposes of this Article, only be applied in paying up unissued shares to be allotted to members credited as fully paid;
- (c) make such provision by the issue of fractional certificates or by payment in cash or otherwise as they determine in the case of shares or debentures becoming distributable under this Article in fractions, and
- (d) authorise any person to enter on behalf of all the members concerned into an agreement with the Company providing for the allotment to them respectively, credited as fully paid, of any shares or debentures to which they are entitled upon such capitalisation, any agreement made under such authority being binding on all such members

32 NOTICES

- 32.1 Any notice to be given to or by any person pursuant to the articles (other than a notice calling a meeting of the directors) shall be in writing or shall be given using electronic communications to an address for the time being notified for that purpose to the person giving the notice
- 32.2 In this Article, "address", in relation to electronic communications, includes any number or address used for the purposes of such communications
- 32 3 In the case of joint Holders of a share, all notices shall be given to the joint Holder whose name stands first in the register of members in respect of the joint holding and notice so given shall be sufficient notice to all the joint Holders
- 32 4 A member present, either in person or by proxy, at any meeting of the Company or of the Holders of any class of shares in the Company shall be deemed to have received notice of the meeting and, where requisite, of the purposes for which it was called
- 32 5 Every person who becomes entitled to a share shall be bound by any notice in respect of that share which, before his name is entered in the register of members, has been duly given to a person from whom he derives his title
- 32 6 Proof that an envelope containing a notice was properly addressed, prepaid and posted shall be conclusive evidence that the notice was given Proof that a notice contained in an electronic communication was sent in accordance with guidance issued by the Institute of Chartered Secretaries and Administrators shall be conclusive evidence that the notice was given

32 7 A notice sent by first-class post shall be deemed, unless the contrary is proved, if sent to an address within the United Kingdom, to have been received on the third working day after the envelope containing it was posted and if sent to an address outside the United Kingdom by air mail on the sixth working day after the envelope containing it was posted. A notice contained in an electronic communication, shall be deemed to be given at the expiration of 48 hours after the time it was sent

32 8 A notice may be given by the Company to the persons entitled to a share in consequence of the death or bankruptcy of a member by sending or delivering it, in any manner authorised by the articles for the giving of notice to a member, addressed to them by name, or by the title of representatives of the deceased, or trustee of the bankrupt or by any like description at the address, if any, within the United Kingdom supplied for that purpose by the persons claiming to be so entitled. Until such an address has been supplied, a notice may be given in any manner in which it might have been given if the death or bankruptcy had not occurred

33 **WINDING UP**

33 1 If the Company is wound up, the liquidator may, with the sanction of an extraordinary resolution of the Company and any other sanction required by the Act, divide among the members in specie the whole or any part of the assets of the Company and may, for that purpose, value any assets and determine how the division shall be carried out as between the members or different classes of members. The liquidator may, with the like sanction, vest the whole or any part of the assets in trustees upon such trusts for the benefit of the members as he with the like sanction determines, but no member shall be compelled to accept any assets upon which there is a liability

34 **INDEMNITY**

34 1 Subject to the provisions of the Statutes but without prejudice to any indemnity to which the person concerned may be otherwise entitled and protection from liability which may otherwise apply, every person who is or was at any time a director or other officer of the Company (excluding the auditors) shall be indemnified out of the assets of the Company against all costs, charges, expenses, losses or liabilities (together "**Liabilities**") which he may sustain or incur in or about the actual or purported execution and/or discharge of the duties of his office and/or in the exercise or purported exercise of his powers or discretions and/or otherwise in relation thereto or in connection therewith, (together his "**Role**") including (without prejudice to the generality of the foregoing) any Liability suffered or incurred by him in disputing defending investigating or providing evidence in connection with any actual or threatened or alleged claims, demands, investigations, or proceedings, whether civil or criminal or in connection with any application under section 144(3) or (4) or section 727 of the Act

34 2 This indemnity shall not apply to the extent that a Liability arises from an act or omission of the director or other officer which is shown to have been in bad faith (including one involving fraud or fraudulent concealment by such director or other officer)

34 3 The Company may also, subject to the provisions of the Statutes, provide funds to any director or other officer of the Company (excluding the auditors) or do anything to enable a director or other officer of the Company (excluding the auditors) to avoid incurring expenditure of the nature described in section 337A of the Act

34 4 Subject to the provisions of the Statutes but without prejudice to any indemnity to which the person concerned may otherwise be entitled and protection from liability of the Company which may otherwise apply, every person who is or was at any time an auditor of the Company may be indemnified out of the assets of the Company against all Liabilities in respect of its Role including (without prejudice to the generality of the foregoing) any Liability suffered or incurred by him in disputing defending investigating or

providing evidence in connection with any actual or threatened or alleged claims, demands, investigations, or proceedings, whether civil or criminal or in connection with any application under section 727 of the Act

- 34 5 The directors shall have the power to purchase and maintain insurance for the benefit of (a) every person who is or was at any time a director or other officer (excluding the auditors) of the Company or any Associated Company (as defined in section 309(A)(6) of the Act), (b) every person who is or was at any time an auditor of the Company or (c) any person who is or was at any time a trustee of any pension fund or employees' share scheme in which employees of the Company or any Associated Company (as defined in section 309(A)(6) of the Act) are interested including (without prejudice to the generality of the foregoing) insurance against Liabilities in respect of his Role.