

FILE COPY

OF A PRIVATE LIMITED COMPANY

Company No. 7648741

The Registrar of Companies for England and Wales, hereby certifies that

ANGLICAN PRIMARY SCHOOL TRUST

is this day incorporated under the Companies Act 2006 as a private company, that the company is limited by guarantee, and the situation of its registered office is in England/Wales

Given at Companies House on 26th May 2011



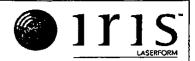
N07648741O





Application to register a company

Private unlimited with share capital Private unlimited without share capital



A fee is payable with this form Please see 'How to pay' on the last page What this form is for What this form is NOT for You cannot use this form to register You may use this form to register a (HURSDA) a limited liability partnership. To do private or public company MAY 2011 this, please use form LL IN01 250 FEE PAID 26/05/2011 CO. PANIES COMPANIES HOUSE HOUSE 0008*5*9 **Company details** Part 1 Filling in this form Please complete in typescript or in bold black capitals All fields are mandatory unless specified or indicated by " **A1** Company details Duplicate names Please show the proposed company name below Duplicate names are not permitted. A list of registered names can be found Proposed company ANGLICAN PRIMARY SCHOOL TRUST on our website. There are various rules name in full 0 that may affect your choice of name More information is available at www companieshouse gov uk For official use A2 Company name restrictions 2 Company name restrictions Please tick the box only if the proposed company name contains sensitive A list of sensitive or restricted words or restricted words or expressions that require you to seek comments of a or expressions that require consent government department or other specified body can be found in guidance available on our website I confirm that the proposed company name contains sensitive or restricted www.companieshouse.gov.uk words or expressions and that approval, where appropriate, has been sought of a government department or other specified body and I attach a copy of their response **A3** Name ending exemption Please tick the box if you wish to apply for exemption from the requirement to Only private companies that are have the name ending with 'Limited', 'Cyfyngedig' or permitted alternative limited by guarantee and meet other I confirm that the above proposed company meets the conditions for specific requirements are eligible to apply for this exemption from the requirement to have a name ending with 'Limited', For more details, please go to our 'Cyfyngedig' or permitted alternative website www companieshouse gov uk Α4 Company type • Company type Please tick the box that describes the proposed company type and members' If you are unsure of your company's liability (only one box must be ticked) type, please go to our website www.companieshouse.gov.uk Public limited by shares Private limited by shares Private limited by guarantee

_		
	INO1 Application to register a company	
A5	Situation of registered office •	
	Please tick the appropriate box below that describes the situation of the proposed registered office (only one box must be ticked) [Z England and Wales Wales	Registered office Every company must have a registered office and this is the address to which the Registrar will send correspondence
	Scotland Northern Ireland	For England and Wales companies, the address must be in England or Wales
		For Welsh, Scottish or Northem Ireland companies, the address must be in Wales, Scotland or Northern Ireland respectively
A6	Registered office address ②	
	Please give the registered office address of your company	Registered office address You must ensure that the address
Building name/number	ST. THOMAS OF CANTERBURY JUNIOR SCHOOL	shown in this section is consistent with the situation indicated in
Street	SAWYERS HALL LANE	section A5
		You must provide an address in England or Wales for companies to
Post town	BEENTWOOD	be registered in England and Wales You must provide an address in
County/Region	ESSEX	Wates, Scotland or Northern Ireland for companies to be registered in
Postcode	CMIS 9BX	Wales, Scotland or Northern Ireland respectively
A7	Articles of association •	
	Please choose one option only and tick one box only	For details of which company type can adopt which model articles,
Option 1	I wish to adopt one of the following model articles in its entirety. Please tick only one box	please go to our website www.companieshouse gov uk
	Private limited by shares Private limited by guarantee Public company	
Option 2	I wish to adopt the following model articles with additional and/or amended provisions. I attach a copy of the additional and/or amended provision(s). Please tick only one box.	
	Private limited by shares Private limited by guarantee Public company	2
Option 3	I wish to adopt entirely bespoke articles I attach a copy of the bespoke articles to this application	
A8	Restricted company articles	

Please tick the box below if the company's articles are restricted

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Restricted company articles

Restricted company articles are those containing provision for entrenchment For more details,

please go to our website www.companieshouse.gov.uk

Application to register a company

Part 2 Proposed officers

For private companies the appointment of a secretary is optional, however, if you do decide to appoint a company secretary you must provide the relevant details. Public companies are required to appoint at least one secretary

Private companies must appoint at least one director who is an individual. Public companies must appoint at least two directors, one of which must be an individual.

For a secretary who is an individual, go to Section B1; For a corporate secretary, go to Section C1; For a director who is an individual, go to Section D1; For a corporate director, go to Section E1

Secretary

B1	Secretary appointments •					
	Please use this section to list all the secretary appointments taken on formation For a corporate secretary, complete Sections C1-C5.	Corporate appointments For corporate secretary appointments, please complete section C1-C5 instead of				
Title *	ttle * N/A					
Full forename(s)		Additional appointments If you wish to appoint more				
Surname		than one secretary, please use				
Former name(s) 2		continuation page				
		Please provide any previous names which have been used for business purposes in the last 20 years Married women do not need to give former names unless previously used for business purposes				
B2	Secretary's service address ⑤					
Building name/numbe	THE COMPANY'S REGISTERED OFFICE	Service address This is the address that will appear				
Street	N/A	on the public record. This does not have to be your usual residential address.				
Post town		Please state 'The Company's Registered Office' if your service				
County/Region		address will be recorded in the proposed company's register				
Postcode		of secretanes as the company's registered office				
Country		If you provide your residential address here it will appear on the public record				
В3	Signature •	O Supertura				
Signature	I consent to act as secretary of the proposed company named in Section A1	Signature The person named above consents				
	Signature X	to act as secretary of the proposed company				
	1	CHFP025				

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Application to register a company

Corporate secretary

Please use this section to list all the corporate secretary appointments taken on formation N/A	0	Additional appointments If you wish to appoint more than one corporate secretary, please use the 'Corporate secretary appointments' continuation page Registered or principal address This is the address that will appear on the public record. This address must be a physical location for the delivery of documents. It cannot be a PO box number (unless contained within a full address), DX number or
N/A		'Corporate secretary appointments' continuation page Registered or principal address This is the address that will appear on the public record. This address must be a physical location for the delivery of documents. It cannot be a PO box number (unless contained within a full address), DX number or
		This is the address that will appear on the public record. This address must be a physical location for the delivery of documents. It cannot be a PO box number (unless contained within a full address), DX number or
		must be a physical location for the delivery of documents. It cannot be a PO box number (unless contained within a full address), DX number or
		LP (Legal Post in Scotland) number
ocation of the registry of the corporate body or firm		
s the corporate secretary registered within the European Economic Area (EEA)? → Yes Complete Section C3 only → No Complete Section C4 only		
EA companies ②		
Please give details of the register where the company file is kept (including the relevant state) and the registration number in that register	9	EEA A full list of countries of the EEA can be found in our guidance
N/A ·		www.companieshouse.gov.uk
	6	This is the register mentioned in Article 3 of the First Company Law
		Directive (68/151/EEC)
on-EEA companies		
Please give details of the legal form of the corporate body or firm and the law by which it is governed. If applicable, please also give details of the register in which t is entered (including the state) and its registration number in that register.	0	Non-EEA Where you have provided details of the register (including state) where the company or firm is registered,
N/A		you must also provide its number in that register
		Tan-
		; *
ignature 6		_
consent to act as secretary of the proposed company named in Section A1	6	Signature The person named above consents
Signature	to act as corporate secretary of	
× Ν/Δ ×		
	→ Yes Complete Section C3 only → No Complete Section C4 only EA companies ② Please give details of the register where the company file is kept (including the elevant state) and the registration number in that register N/A - Please give details of the legal form of the corporate body or firm and the law by which it is governed if applicable, please also give details of the register in which it is entered (including the state) and its registration number in that register N/A ignature ③ consent to act as secretary of the proposed company named in Section A1	s the corporate secretary registered within the European Economic Area (EEA)? Yes Complete Section C3 only No Complete Section C4 only EA companies Please give details of the register where the company file is kept (including the elevant state) and the registration number in that register N/A On-EEA companies Please give details of the legal form of the corporate body or firm and the law by which it is governed if applicable, please also give details of the register in which it is entered (including the state) and its registration number in that register N/A Signature Consent to act as secretary of the proposed company named in Section A1 Gignature

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IN01 Application to register a company

Director

D1	Director appointments •	
	Please use this section to list all the director appointments taken on formation For a corporate director, complete Sections E1-E5.	Appointments Private companies must appoint at least one director who is an
Title *	MR	individual Public companies must appoint at least two directors, one of
Full forename(s)	ANDREW PETER	which must be an individual
Surname	SCOTT - EVANS	Former name(s) Please provide any previous names
Former name(s) 2		which have been used for business purposes in the last 20 years Marned women do not need to give former names unless previously used for business purposes
Country/State of residence 3	ENGLAND	Country/State of residence This is in respect of your usual
Nationality	ENGLISH	residential address as stated in section D4
Date of birth	1 9 0 3 1 7 7 5	Business occupation
Business occupation (if any) •	HEAD TEACHER OF JUNIOR SCHOOL	If you have a business occupation, please enter here. If you do not, please leave blank
		Additional appointments If you wish to appoint more than one director, please use the 'Director appointments' continuation page
D2	Director's service address ⊙	
	Please complete the service address below You must also fill in the director's usual residential address in Section D4	Service address This is the address that will appear on the public record. This does not
Building name/number	THE COMPANY'S REGISTERED OFFICE	have to be your usual residential address
Street		Please state 'The Company's Registered Office' if your service address will be recorded in the
Post town		proposed company's register of directors as the company's registered
County/Region		office If you provide your residential
Postcode		address here it will appear on the public record
Country		positio (data)
D3	Signature •	
	I consent to act as director of the proposed company named in Section A1	Signature The person named above consents
Signature	X Alson X	to act as director of the proposed company

IN01
Application to register a company

Director		
D1	Director appointments •	
	Please use this section to list all the director appointments taken on formation For a corporate director, complete Sections E1-E5	Appointments Private companies must appoint at least one director who is an
Title *	ME	individual Public companies must appoint at least two directors, one of
Full forename(s)	TAIN ANDREW WILLIAM	which must be an individual
Surname	GUN	Please provide any previous names
Former name(s) 2	N/A	which have been used for business purposes in the last 20 years Married women do not need to give former names unless previously used for business purposes
Country/State of residence 3	ENGLAND	Country/State of residence This is in respect of your usual
Nationality	Beitish	residential address as stated in Section D4
Date of birth	12 1a 10 14 1 1 1 1 2 3	Business occupation
Business occupation (if any) •	HEAD TEACHER OF PRIMARY SCHOOL	If you have a business occupation, please enter here If you do not, please leave blank
		Additional appointments If you wish to appoint more than one director, please use the 'Director appointments' continuation page
D2	Director's service address Please complete the service address below You must also fill in the director's	Service address This is the address that will appear
Building name/number	usual residential address in Section D4 THE COMPANY'S REGISTERED OFFICE	on the public record. This does not have to be your usual residential.
Street		address Please state 'The Company's
- 11 = -1		Registered Office' if your service address will be recorded in the
Post town		proposed company's register of directors as the company's registered
County/Region		office
Postcode		address here it will appear on the public record
Country		_ public record
D3	Signature 6	-
	I consent to act as director of the proposed company named in Section A1	Signature The person named above consents
Signature	X Ma Dun	to act as director of the proposed company

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Application to register a company

Corporate director

E1	Corporate director appointments		
	Please use this section to list all the corporate directors taken on formation	0	Additional appointments If you wish to appoint more than one
Name of corporate body or firm	N/A		corporate director, please use the 'Corporate director appointments' continuation page
Building name/number		ŀ	Registered or principal address This is the address that will appear
Street			on the public record. This address must be a physical location for the delivery of documents. It cannot be a PO box number (unless contained
Post town		İ	within a full address), DX number or LP (Legal Post in Scotland) number
County/Region			
Postcode			
Country			
E2	Location of the registry of the corporate body or firm		
	Is the corporate director registered within the European Economic Area (EEA)? → Yes Complete Section E3 only → No Complete Section E4 only		_
E3	EEA companies 2		
	Please give details of the register where the company file is kept (including the relevant state) and the registration number in that register	0	EEA A full list of countries of the EEA can be found in our guidance
Where the company/		6	
	N/A		Article 3 of the First Company Law Directive (68/151/EEC)
Registration number	<u> </u>	<u> </u>	
E4	Non-EEA companies	_	
	Please give details of the legal form of the corporate body or firm and the law by which it is governed. If applicable, please also give details of the register in which it is entered (including the state) and its registration number in that register.	0	Where you have provided details of the register (including state) where the company or firm is registered,
Legal form of the corporate body or firm			you must also provide its number in that register
Governing law	N/A		
If applicable, where the company/firm is registered			
If applicable, the registration number			
E5	Signature 9		·
	I consent to act as director of the proposed company named in Section A1	0	Signature The person named above consents
Signature	Signature X		to act as corporate director of the proposed company

Part 3	Statement	of capital				
	→ Yes Co	any have share capital? complete the sections below to Part 4 (Statement of				
F1	Share capital in	n pound sterling (£)				
Please complete the t	table below to show	v each class of shares h ly complete Section F1	eld in pound sterling and then go to Section F4		· · · · · ·	
Class of shares (E.g. Ordinary/Preference e	itc)	Amount paid up on each share 1	Amount (if any) unpaid on each share	Number of shares	0	Aggregate nominal value
						£
						£
·						£
						£
			Totals			£
F2	Share capital in	n other currencies				
Please complete the t Please complete a se Currency		v any class of shares he ch currency	ld in other currencies	***		
Class of shares (E.g. Ordinary/Preference e	itc)	Amount paid up on each share	Amount (if any) unpaid on each share	Number of shares	• •	Aggregate nominal value
						<u>. </u>
			Totals			
Currency						.
Class of shares (E g Ordinary/Preference e	tc)	Amount paid up on each share	Amount (if any) unpaid on each share	Number of shares	0	Aggregate nominal value
			Totals			
F3	Totals					
	Please give the to issued share cap		nd total aggregate nominal	value of	Please differe	aggregate nominal value e list total aggregate values in nt currencies separately For
Total number of shares					examp	ole £100 + €100 + \$10 etc
Total aggregate nominal value O						
 Including both the nominal share premium Total number of issued 	inal value and any	Number of shares is: nominal value of each	h share Ple	ntinuation Pages ease use a Statement ge if necessary	nt of Capı	tal continuation

Application to register a company

Application to register a company

F4	Statement of capital (Prescribed particulars of rights attached to shares)	
	Please give the prescribed particulars of rights attached to shares for each class of share shown in the statement of capital share tables in Sections F1 and F2	Prescribed particulars of rights attached to shares The particulars are
Class of share		a particulars of any voting rights,
Class of share Prescribed particulars		

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Class of share	Prescribed particulars of rights attached to shares
Prescribed particulars	The particulars are a particulars of any voting rights, including rights that anse only in certain circumstances, b particulars of any rights, as respects dividends, to participate in a distribution, c particulars of any rights, as respects capital, to participate in a distribution (including on winding up), and d whether the shares are to be redeemed or are liable to be redeemed at the option of the company or the shareholder and any terms or conditions relating to redemption of these shares A separate table must be used for each class of share Continuation pages
	Please use a 'Statement of capital (Prescribed particulars of rights attached to shares)' continuation page if necessary
-	
	OLICEASE

Application to register a company

F5	Initial sharehole	Initial shareholdıngs								
		only be completed b		orporating with s	hare capital	Initial shareholdings Please list the company's subscribers in alphabetical order				
	The addresses will	Please complete the details below for each subscriber The addresses will appear on the public record. These do not need to be the subscribers' usual residential address.								
Subscriber's details	1	Class of share	Number of shares	Currency	Nominal value of each share	Amount (if any) unpaid	Amount paid			
Name										
Address										
Name										
Address					1					
							:			
Name							-			
Address					-					
Name										
Address										
Name										
Address							-			

	Application to register a company	
Part 4	Statement of guarantee	
	Is your company limited by guarantee? → Yes Complete the sections below → No Go to Part 5 (Statement of compliance)	
G1	Subscribers	
	Please complete this section if you are a subscriber of a company limited by guarantee. The following statement is being made by each and every person named below I confirm that if the company is wound up while I am a member, or within one year after I cease to be a member, I will contribute to the assets of the company by such amount as may be required for - payment of debts and liabilities of the company contracted before I cease to be a member, - payment of costs, charges and expenses of winding up, and, - adjustment of the rights of the contributors among ourselves, not exceeding the specified amount below	Name Please use capital letters Address The addresses in this section will appear on the public record They do not have to be the subscribers' usual residential address Amount guaranteed Any valid currency is permitted Continuation pages Please use a 'Subscribers' continuation page if necessary
	Subscriber's details	
Forename(s)	ANDREW PETER	
Surname 1	SCOTT-EVANS.	
Address 2	THE COMPANY'S REGISTERED OFFICE	
Postcode		
Amount guaranteed	£10 00	
	Subscriber's details	
Forename(s) •	IAW ANDEEN WILLIAM	
Surname 1	GUNN	
Address 2	THE COMPANY'S REGISTERED OFFICE	
Postcode		
Amount guaranteed	£10 00	
	Subscriber's details	
Forename(s) •		
Surname 1		
Address 9		
Postcode		
Amount guaranteed	d 😈	<u> </u>

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	Out and added	Name
	Subscriber's details	Please use capital letters
Forename(s) 1		Address
Surname 0		The addresses in this section will appear on the public record. They do
Address 2		not have to be the subscribers' usual residential address
Postcode		Amount guaranteed Any valid currency is permitted
		Continuation pages
Amount guaranteed	Subscriber's details	Please use a 'Subscribers' continuation page if necessary
Forename(s) 1	Outsoring 3 details	
Surname 1		
Address ②		
Postcode		
Amount guaranteed €	9	
	Subscriber's details	
Forename(s) •		o" le
Surname 1		,
Address 2		
Postcode		
Amount guaranteed		
	Subscriber's details	
Forename(s) 1		
Surname 1		
Address 2		
Postcode		
Amount guaranteed		,
	Subscriber's details	*!
Forename(s) 1		
Surname •		
Address 2		
Postcode		
Amount guaranteed €		
guorantoca C	⁻ 1	
	·	·

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Application to register a company

Presenter information You do not have to give any contact information, but if you do it will help Companies House if there is a query on the form. The contact information you give will be visible to searchers of the public record MR A.P. SCOTT-EVANS ANGLICAN PRIMARY SCHOOL TRUST Address ST THOMAS OF CANTERBURY JUNIOR SCHOOL, SAWYERS HALL LANE Post town BRENTWOOD ESCEX Postcode 2 CM Country ENGLAND 223 651 01277 Certificate We will send your certificate to the presenters address (shown above) or if indicated to another address shown below At the registered office address (Given in Section A6) At the agents address (Given in Section H2) Checklist We may return forms completed incorrectly or with information missing. Please make sure you have remembered the following. You have checked that the proposed company name is available as well as the various rules that may affect your choice of name. More information can be found in quidance on our website If the name of the company is the same as one already on the register as permitted by The Company and Business Names (Miscellaneous Provisions) Regulations 2008, please attach consent You have used the correct appointment sections Any addresses given must be a physical location They cannot be a PO Box number (unless part of a full service address), DX or LP (Legal Post in Scotland) The document has been signed, where indicated

All relevant attachments have been included

You have enclosed the correct fee

You have enclosed the Memorandum of Association

Important information

Please note that all information on this form will appear on the public record, apart from information relating to usual residential addresses.

£ How to pay

A fee is payable on this form

Make cheques or postal orders payable to 'Companies House' For information on fees, go to www.companieshouse.gov.uk

Where to send

You may return this form to any Companies House address, however for expediency we advise you to return it to the appropriate address below

For companies registered in England and Wales: The Registrar of Companies, Companies House,

Crown Way, Cardiff, Wales, CF14 3UZ DX 33050 Cardiff

For companies registered in Scotland

The Registrar of Companies, Companies House, Fourth floor, Edinburgh Quay 2, 139 Fountainbridge, Edinburgh, Scotland, EH3 9FF DX ED235 Edinburgh 1 or LP - 4 Edinburgh 2 (Legal Post)

For companies registered in Northern Ireland The Registrar of Companies, Companies House,

Second Floor, The Linenhall, 32-38 Linenhall Street, Belfast, Northern Ireland, BT2 8BG DX 481 N R Belfast 1

Section 243 exemption

If you are applying for, or have been granted a section 243 exemption, please post this whole form to the different postal address below The Registrar of Companies, PO Box 4082, Cardiff, CF14 3WE

Further information

For further information, please see the guidance notes on the website at www companieshouse gov uk or email enquiries@companieshouse gov uk

This form is available in an alternative format. Please visit the forms page on the website at www.companieshouse.gov.uk

Part 5 Statement of compliance This section must be completed by all companies Is the application by an agent on behalf of all the subscribers? → No Go to Section H1 (Statement of compliance delivered by the subscribers) Yes Go to Section H2 (Statement of compliance delivered by an agent) H1 Statement of compliance delivered by the subscribers • Statement of compliance Please complete this section if the application is not delivered by an agent delivered by the subscribers for the subscribers of the memorandum of association Every subscriber to the memorandum of association must sign the statement of compliance I confirm that the requirements of the Companies Act 2006 as to registration have been complied with Signature Subscriber's signature X
	IN01		
	Application to register a company		
Subscriber's signature	Signature		Continuation pages
	×	X	Please use a 'Statement of compliance delivered by the subscribers' continuation page if more subscribers need to sign
Subscriber's signature	Signature	_	
	×	X	
Subscriber's signature	Signature		
	×	X	
Subscriber's signature	Signature	_	
	×	X	
H2	Statement of compliance delivered by an agent		
	Please complete this section if this application is delivered by an agent for the subscribers to the memorandum of association		
Agent's name			
Building name/number			
Street			
Post town			
County/Region			
ostcode			
Country			
	I confirm that the requirements of the Companies Act 2006 as to registration have been complied with	- -	
	Signature		
\gent's signature			
gent's signature	X	X	

THE COMPANIES ACT 2006

A COMPANY NOT HAVING A SHAME CAPITHL

MEMORANDUM OF ASSOCIATION

OF

Anglican Primary School Trust

THE COMPANIES ACT 2006

A COMPANY LIMITED BY GUARANTEE

MEMORANDUM OF ASSOCIATION OF

Anglican Primary School Trust

Each subscriber to this memorandum of association wishes to form a company under the Companies Act 2006 and agrees to become a member of the company

	Authentication by each subscriber
Name	Signature Wild Sur
	Name MR ANDREN PETER SCOTT-EVANS
	. The second sec
	•
	once
	n -
	DON HATCH
Name	Signature Ou Ordin
	Name IAIN ANDREW WILLIAM GUUN
	- 3X
	Ndilie
	- ·- · · · · · · · · · · · · · · · · ·
	Dated
Dated 75/5/11	

Anglican Primary School Trust

ARTICLES FOR PRIVATE COMPANIES LIMITED BY GUARANTEE

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PART 1

INTERPRETATION AND LIMITATION OF LIABILITY

Defined terms

- 1. In the articles, unless the context requires otherwise—
 - "articles" means the company's articles of association;
 - "bankruptcy" includes individual insolvency proceedings in a jurisdiction other than England and Wales or Northern Ireland which have an effect similar to that of bankruptcy,
 - "chairman" has the meaning given in article 12,
 - "chairman of the meeting" has the meaning given in article 25;
 - "Companies Acts" means the Companies Acts (as defined in section 2 of the Companies Act 2006), in so far as they apply to the company;
 - "director" means a director of the company, and includes any person occupying the position of director, by whatever name called,
 - "document" includes, unless otherwise specified, any document sent or supplied in electronic form,
 - "electronic form" has the meaning given in section 1168 of the Companies Act 2006,
 - "member" has the meaning given in section 112 of the Companies Act 2006,
 - "ordinary resolution" has the meaning given in section 282 of the Companies Act 2006,
 - "participate", in relation to a directors' meeting, has the meaning given in article 10,
 - "proxy notice" has the meaning given in article 31,
 - "special resolution" has the meaning given in section 283 of the Companies Act 2006;
 - "subsidiary" has the meaning given in section 1159 of the Companies Act 2006; and
 - "writing" means the representation or reproduction of words, symbols or other information in a visible form by any method or combination of methods, whether sent or supplied in electronic form or otherwise

Unless the context otherwise requires, other words or expressions contained in these articles bear the same meaning as in the Companies Act 2006 as in force on the date when these articles become binding on the company.

Liability of members

- 2. The liability of each member is limited to £10, being the amount that each member undertakes to contribute to the assets of the company in the event of its being wound up while he is a member or within one year after he ceases to be a member, for—
 - (a) payment of the company's debts and liabilities contracted before he ceases to
 - (b) payment of the costs, charges and expenses of winding up, and
 - (c) adjustment of the rights of the contributories among themselves

PART 2

DIRECTORS

DIRECTORS' POWERS AND RESPONSIBILITIES

Directors' general authority

3.—Subject to the articles, the directors are responsible for the management of the company's business, for which purpose they may exercise all the powers of the company

Members' reserve power

- 4.—(1) The members may, by special resolution, direct the directors to take, or refrain from taking, specified action
- (2) No such special resolution invalidates anything which the directors have done before the passing of the resolution

Directors may delegate

- 5.—(1) Subject to the articles, the directors may delegate any of the powers which are conferred on them under the articles-
 - (a) to such person or committee,
 - (b) by such means (including by power of attorney),
 - (c) to such an extent,
 - (d) in relation to such matters or territories; and
 - (e) on such terms and conditions;

as they think fit

- (2) If the directors so specify, any such delegation may authorise further delegation of
- directors' powers by any person to whom they are delegated
- (3) The directors may revoke any delegation in whole or part, or alter its terms and conditions

Committees

- 6.—(1) Committees to which the directors delegate any of their powers must follow procedures which are based as far as they are applicable on those provisions of the articles which govern the taking of decisions by directors
- (2) The directors may make rules of procedure for all or any committees, which prevail over rules derived from the articles if they are not consistent with them

DECISION-MAKING BY DIRECTORS

Directors to take decisions collectively

- 7.—(1) The general rule about decision-making by directors is that any decision of the directors must be either a majority decision at a meeting or a decision taken in accordance with article 8
- (2) If---
 - (a) the company only has one director, and
- (b) no provision of the articles requires it to have more than one director, the general rule does not apply, and the director may take decisions without regard to any of the provisions of the articles relating to directors' decision-making.

Unanimous decisions

- 8.—(1) A decision of the directors is taken in accordance with this article when all eligible directors indicate to each other by any means that they share a common view on a matter.
- (2) Such a decision may take the form of a resolution in writing, copies of which have been signed by each eligible director or to which each eligible director has otherwise indicated agreement in writing
- (3) References in this article to eligible directors are to directors who would have been entitled to vote on the matter had it been proposed as a resolution at a directors' meeting
- (4) A decision may not be taken in accordance with this article if the eligible directors would not have formed a quorum at such a meeting

Calling a directors' meeting

- 9.—(1) Any director may call a directors' meeting by giving notice of the meeting to the directors or by authorising the company secretary (if any) to give such notice
- (2) Notice of any directors' meeting must indicate—
 - (a) its proposed date and time,
 - (b) where it is to take place, and
 - (c) If it is anticipated that directors participating in the meeting will not be in the same place, how it is proposed that they should communicate with each other during the meeting
- (3) Notice of a directors' meeting must be given to each director, but need not be in writing.
- (4) Notice of a directors' meeting need not be given to directors who waive their entitlement to notice of that meeting, by giving notice to that effect to the company not more than 7 days after the date on which the meeting is held. Where such notice is

given after the meeting has been held, that does not affect the validity of the meeting, or of any business conducted at it

Participation in directors' meetings

- 10.—(1) Subject to the articles, directors participate in a directors' meeting, or part of a directors' meeting, when—
 - (a) the meeting has been called and takes place in accordance with the articles, and
 - (b) they can each communicate to the others any information or opinions they have on any particular item of the business of the meeting
- (2) In determining whether directors are participating in a directors' meeting, it is irrelevant where any director is or how they communicate with each other
- (3) If all the directors participating in a meeting are not in the same place, they may decide that the meeting is to be treated as taking place wherever any of them is

Quorum for directors' meetings

- 11.—(1) At a directors' meeting, unless a quorum is participating, no proposal is to be voted on, except a proposal to call another meeting
- (2) The quorum for directors' meetings may be fixed from time to time by a decision of the directors, but it must never be less than two, and unless otherwise fixed it is two
- (3) If the total number of directors for the time being is less than the quorum required, the directors must not take any decision other than a decision—
 - (a) to appoint further directors, or
 - (b) to call a general meeting so as to enable the members to appoint further directors.

Chairing of directors' meetings

- 12.—(1) The directors may appoint a director to chair their meetings.
- (2) The person so appointed for the time being is known as the chairman
- (3) The directors may terminate the chairman's appointment at any time
- (4) If the chairman is not participating in a directors' meeting within ten minutes of the time at which it was to start, the participating directors must appoint one of themselves to chair it.

Casting vote

- 13.—(1) If the numbers of votes for and against a proposal are equal, the chairman or other director chairing the meeting has a casting vote
- (2) But this does not apply if, in accordance with the articles, the chairman or other director is not to be counted as participating in the decision-making process for quorum or voting purposes.

Conflicts of interest

14.—(1) If a proposed decision of the directors is concerned with an actual or proposed

transaction or arrangement with the company in which a director is interested, that director is not to be counted as participating in the decision-making process for quorum or voting purposes

- (2) But if paragraph (3) applies, a director who is interested in an actual or proposed transaction or arrangement with the company is to be counted as participating in the decision-making process for quorum and voting purposes
- (3) This paragraph applies when-
 - (a) the company by ordinary resolution disapplies the provision of the articles which would otherwise prevent a director from being counted as participating in the decision-making process;
 - (b) the director's interest cannot reasonably be regarded as likely to give rise to a conflict of interest, or
 - (c) the director's conflict of interest arises from a permitted cause
- (4) For the purposes of this article, the following are permitted causes—
 - (a) a guarantee given, or to be given, by or to a director in respect of an obligation incurred by or on behalf of the company or any of its subsidiaries;
 - (b) subscription, or an agreement to subscribe, for securities of the company or any of its subsidiaries, or to underwrite, sub-underwrite, or guarantee subscription for any such securities; and
 - (c) arrangements pursuant to which benefits are made available to employees and directors or former employees and directors of the company or any of its subsidiaries which do not provide special benefits for directors or former directors
- (5) For the purposes of this article, references to proposed decisions and decision-making processes include any directors' meeting or part of a directors' meeting
- (6) Subject to paragraph (7), if a question arises at a meeting of directors or of a committee of directors as to the right of a director to participate in the meeting (or part of the meeting) for voting or quorum purposes, the question may, before the conclusion of the meeting, be referred to the chairman whose ruling in relation to any director other than the chairman is to be final and conclusive
- (7) If any question as to the right to participate in the meeting (or part of the meeting) should arise in respect of the chairman, the question is to be decided by a decision of the directors at that meeting, for which purpose the chairman is not to be counted as participating in the meeting (or that part of the meeting) for voting or quorum purposes

Records of decisions to be kept

15. The directors must ensure that the company keeps a record, in writing, for at least 10 years from the date of the decision recorded, of every unanimous or majority decision taken by the directors.

Directors' discretion to make further rules

16. Subject to the articles, the directors may make any rule which they think fit about how they take decisions, and about how such rules are to be recorded or communicated to directors

APPOINTMENT OF DIRECTORS

Methods of appointing directors

- 17.—(1) Any person who is willing to act as a director, and is permitted by law to do so, may be appointed to be a director—
 - (a) by ordinary resolution, or
 - (b) by a decision of the directors.
- (2) In any case where, as a result of death, the company has no members and no directors, the personal representatives of the last member to have died have the right, by notice in writing, to appoint a person to be a director
- (3) For the purposes of paragraph (2), where 2 or more members die in circumstances rendering it uncertain who was the last to die, a younger member is deemed to have survived an older member

Termination of director's appointment

- 18. A person ceases to be a director as soon as—
 - (a) that person ceases to be a director by virtue of any provision of the Companies Act 2006 or is prohibited from being a director by law,
 - (b) a bankruptcy order is made against that person,
 - (c) a composition is made with that person's creditors generally in satisfaction of that person's debts,
 - (d) a registered medical practitioner who is treating that person gives a written opinion to the company stating that that person has become physically or mentally incapable of acting as a director and may remain so for more than three months,
 - (e) by reason of that person's mental health, a court makes an order which wholly or partly prevents that person from personally exercising any powers or rights which that person would otherwise have;
 - (f) notification is received by the company from the director that the director is resigning from office, and such resignation has taken effect in accordance with its terms

Directors' remuneration

- 19.—(1) Directors may undertake any services for the company that the directors decide
- (2) Directors are entitled to such remuneration as the directors determine—
 - (a) for their services to the company as directors, and
 - (b) for any other service which they undertake for the company
- (3) Subject to the articles, a director's remuneration may—
 - (a) take any form, and
 - (b) include any arrangements in connection with the payment of a pension, allowance or gratuity, or any death, sickness or disability benefits, to or in respect of that director
- (4) Unless the directors decide otherwise, directors' remuneration accrues from day to day
- (5) Unless the directors decide otherwise, directors are not accountable to the company for any remuneration which they receive as directors or other officers or

employees of the company's subsidiaries or of any other body corporate in which the company is interested

Directors' expenses

- 20. The company may pay any reasonable expenses which the directors properly incur in
- connection with their attendance at-
 - (a) meetings of directors or committees of directors,
 - (b) general meetings, or
 - (c) separate meetings of the holders of debentures of the company, or otherwise in connection with the exercise of their powers and the discharge of their responsibilities in relation to the company.

PART 3

MEMBERS

BECOMING AND CEASING TO BE A MEMBER

Applications for membership

- 21. No person shall become a member of the company unless—
 - (a) that person has completed an application for membership in a form approved by the directors, and
 - (b) the directors have approved the application

Termination of membership

- 22.—(1) A member may withdraw from membership of the company by giving 7 days' notice to the company in writing.
- (2) Membership is not transferable
- (3) A person's membership terminates when that person dies or ceases to exist

ORGANISATION OF GENERAL MEETINGS

Attendance and speaking at general meetings

- 23.—(1) A person is able to exercise the right to speak at a general meeting when that person is in a position to communicate to all those attending the meeting, during the meeting, any information or opinions which that person has on the business of the meeting
- (2) A person is able to exercise the right to vote at a general meeting when—
 - (a) that person is able to vote, during the meeting, on resolutions put to the vote at the meeting, and
 - (b) that person's vote can be taken into account in determining whether or not such

resolutions are passed at the same time as the votes of all the other persons attending the meeting

- (3) The directors may make whatever arrangements they consider appropriate to enable those attending a general meeting to exercise their rights to speak or vote at it
- (4) In determining attendance at a general meeting, it is immaterial whether any two or more members attending it are in the same place as each other
- (5) Two or more persons who are not in the same place as each other attend a general meeting if their circumstances are such that if they have (or were to have) rights to speak and vote at that meeting, they are (or would be) able to exercise them.

Quorum for general meetings

24. No business other than the appointment of the chairman of the meeting is to be transacted at a general meeting if the persons attending it do not constitute a quorum.

Chairing general meetings

- 25.—(1) If the directors have appointed a chairman, the chairman shall chair general meetings if present and willing to do so
- (2) If the directors have not appointed a chairman, or if the chairman is unwilling to chair the meeting or is not present within ten minutes of the time at which a meeting was due to start—
 - (a) the directors present, or
- (b) (if no directors are present), the meeting, must appoint a director or member to chair the meeting, and the appointment of the chairman of the meeting must be the first business of the meeting.
- (3) The person chairing a meeting in accordance with this article is referred to as "the chairman of the meeting".

Attendance and speaking by directors and non-members

- 26.—(1) Directors may attend and speak at general meetings, whether or not they are members.
- (2) The chairman of the meeting may permit other persons who are not members of the company to attend and speak at a general meeting

Adjournment

- 27.—(1) If the persons attending a general meeting within half an hour of the time at which the meeting was due to start do not constitute a quorum, or if during a meeting a quorum ceases to be present, the chairman of the meeting must adjourn it
- (2) The chairman of the meeting may adjourn a general meeting at which a quorum is present if—
 - (a) the meeting consents to an adjournment, or
 - (b) it appears to the chairman of the meeting that an adjournment is necessary to protect the safety of any person attending the meeting or ensure that the business of the meeting is conducted in an orderly manner
- (3) The chairman of the meeting must adjourn a general meeting if directed to do so by the meeting
- (4) When adjourning a general meeting, the chairman of the meeting must—

- (a) either specify the time and place to which it is adjourned or state that it is to continue at a time and place to be fixed by the directors, and
- (b) have regard to any directions as to the time and place of any adjournment which have been given by the meeting.
- (5) If the continuation of an adjourned meeting is to take place more than 14 days after it was adjourned, the company must give at least 7 clear days' notice of it (that is, excluding the day of the adjourned meeting and the day on which the notice is given)—
 - (a) to the same persons to whom notice of the company's general meetings is required to be given, and
- (b) containing the same information which such notice is required to contain (6) No business may be transacted at an adjourned general meeting which could not properly have been transacted at the meeting if the adjournment had not taken place

VOTING AT GENERAL MEETINGS

Voting: general

28. A resolution put to the vote of a general meeting must be decided on a show of hands unless a poll is duly demanded in accordance with the articles

Errors and disputes

29.—(1) No objection may be raised to the qualification of any person voting at a general

meeting except at the meeting or adjourned meeting at which the vote objected to is tendered, and every vote not disallowed at the meeting is valid.

(2) Any such objection must be referred to the chairman of the meeting whose decision is final

Poll votes

- 30.—(1) A poll on a resolution may be demanded—
 - (a) in advance of the general meeting where it is to be put to the vote, or
 - (b) at a general meeting, either before a show of hands on that resolution or immediately after the result of a show of hands on that resolution is declared
- (2) A poll may be demanded by—
 - (a) the chairman of the meeting;
 - (b) the directors;
 - (c) two or more persons having the right to vote on the resolution, or
 - (d) a person or persons representing not less than one tenth of the total voting rights of all the members having the right to vote on the resolution.
- (3) A demand for a poll may be withdrawn if—
 - (a) the poll has not yet been taken, and
 - (b) the chairman of the meeting consents to the withdrawal
- (4) Polls must be taken immediately and in such manner as the chairman of the meeting directs

Content of proxy notices

- 31.—(1) Proxies may only validly be appointed by a notice in writing (a "proxy notice") which—
 - (a) states the name and address of the member appointing the proxy;
 - (b) identifies the person appointed to be that member's proxy and the general meeting in

relation to which that person is appointed;

- (c) is signed by or on behalf of the member appointing the proxy, or is authenticated in such manner as the directors may determine; and
- (d) is delivered to the company in accordance with the articles and any instructions contained in the notice of the general meeting to which they relate
- (2) The company may require proxy notices to be delivered in a particular form, and may

specify different forms for different purposes.

- (3) Proxy notices may specify how the proxy appointed under them is to vote (or that the proxy is to abstain from voting) on one or more resolutions
- (4) Unless a proxy notice indicates otherwise, it must be treated as—
 - (a) allowing the person appointed under it as a proxy discretion as to how to vote on any ancillary or procedural resolutions put to the meeting, and
 - (b) appointing that person as a proxy in relation to any adjournment of the general meeting to which it relates as well as the meeting itself

Delivery of proxy notices

- 32.—(1) A person who is entitled to attend, speak or vote (either on a show of hands or on a poll) at a general meeting remains so entitled in respect of that meeting or any adjournment of it, even though a valid proxy notice has been delivered to the company by or on behalf of that person
- (2) An appointment under a proxy notice may be revoked by delivering to the company a notice in writing given by or on behalf of the person by whom or on whose behalf the proxy notice was given.
- (3) A notice revoking a proxy appointment only takes effect if it is delivered before the start of the meeting or adjourned meeting to which it relates.
- (4) If a proxy notice is not executed by the person appointing the proxy, it must be accompanied by written evidence of the authority of the person who executed it to execute it on the appointor's behalf.

Amendments to resolutions

- 33.—(1) An ordinary resolution to be proposed at a general meeting may be amended by ordinary resolution if—
 - (a) notice of the proposed amendment is given to the company in writing by a person entitled to vote at the general meeting at which it is to be proposed not less than 48 hours before the meeting is to take place (or such later time as the chairman of the meeting may determine), and
 - (b) the proposed amendment does not, in the reasonable opinion of the chairman of the meeting, materially alter the scope of the resolution

- (2) A special resolution to be proposed at a general meeting may be amended by ordinary
- resolution, if-
 - (a) the chairman of the meeting proposes the amendment at the general meeting at which the resolution is to be proposed, and
 - (b) the amendment does not go beyond what is necessary to correct a grammatical or other non-substantive error in the resolution
- (3) If the chairman of the meeting, acting in good faith, wrongly decides that an amendment to a resolution is out of order, the chairman's error does not invalidate the vote on that resolution

PART 4

ADMINISTRATIVE ARRANGEMENTS

Means of communication to be used

- 34.—(1) Subject to the articles, anything sent or supplied by or to the company under the articles may be sent or supplied in any way in which the Companies Act 2006 provides for documents or information which are authorised or required by any provision of that Act to be sent or supplied by or to the company
- (2) Subject to the articles, any notice or document to be sent or supplied to a director in connection with the taking of decisions by directors may also be sent or supplied by the means by which that director has asked to be sent or supplied with such notices or documents for the time being
- (3) A director may agree with the company that notices or documents sent to that director in a particular way are to be deemed to have been received within a specified time of their being sent, and for the specified time to be less than 48 hours

Company seals

- 35.—(1) Any common seal may only be used by the authority of the directors
- (2) The directors may decide by what means and in what form any common seal is to be used.
- (3) Unless otherwise decided by the directors, if the company has a common seal and it is affixed to a document, the document must also be signed by at least one authorised person in the presence of a witness who attests the signature
- (4) For the purposes of this article, an authorised person is—
 - (a) any director of the company,
 - (b) the company secretary (if any); or
 - (c) any person authorised by the directors for the purpose of signing documents to which the common seal is applied

No right to inspect accounts and other records

36. Except as provided by law or authorised by the directors or an ordinary resolution of the company, no person is entitled to inspect any of the company's accounting or other records or documents merely by virtue of being a member

Provision for employees on cessation of business

37. The directors may decide to make provision for the benefit of persons employed or formerly employed by the company or any of its subsidiaries (other than a director or former director or shadow director) in connection with the cessation or transfer to any person of the whole or part of the undertaking of the company or that subsidiary

DIRECTORS' INDEMNITY AND INSURANCE

Indemnity

- 38.—(1) Subject to paragraph (2), a relevant director of the company or an associated company may be indemnified out of the company's assets against—
 - (a) any liability incurred by that director in connection with any negligence, default, breach of duty or breach of trust in relation to the company or an associated company,
 - (b) any liability incurred by that director in connection with the activities of the company or an associated company in its capacity as a trustee of an occupational pension scheme (as defined in section 235(6) of the Companies Act 2006),
 - (c) any other liability incurred by that director as an officer of the company or an associated company.
- (2) This article does not authorise any indemnity which would be prohibited or rendered void by
- any provision of the Companies Acts or by any other provision of law
- (3) In this article—
 - (a) companies are associated if one is a subsidiary of the other or both are subsidiaries of the same body corporate, and
 - (b) a "relevant director" means any director or former director of the company or an
 - associated company

Insurance

- 39.—(1) The directors may decide to purchase and maintain insurance, at the expense of the company, for the benefit of any relevant director in respect of any relevant loss. (2) In this article—
 - (a) a "relevant director" means any director or former director of the company or an associated company,
 - (b) a "relevant loss" means any loss or liability which has been or may be incurred by a relevant director in connection with that director's duties or powers in relation to the company, any associated company or any pension fund or employees' share scheme of the company or associated company, and
 - (c) companies are associated if one is a subsidiary of the other or both are subsidiaries of the same body corporate

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