

File Copy



CERTIFICATE OF INCORPORATION OF A PRIVATE LIMITED COMPANY

Company No. 7806561

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

SAGA LAW LIMITED

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

Given at Companies House, Cardiff, on 12th October 2011



N07806561K



THE OFFICIAL SEAL OF THE
REGISTRAR OF COMPANIES



Companies House

— for the record —

The above information was communicated by electronic means and authenticated by the Registrar of Companies under Section 1115 of the Companies Act 2006



Companies House
— for the record —

IN01(ef)

Application to register a company

Received for filing in Electronic Format on the: 11/10/2011



X0CB1YAT

<i>Company Name in full:</i>	SAGA LAW LIMITED
<i>Company Type:</i>	Private limited by shares
<i>Situation of Registered Office:</i>	England and Wales
<i>Proposed Register Office Address:</i>	ENBROOK PARK SANDGATE FOLKESTONE KENT UNITED KINGDOM CT20 3SE

I wish to adopt entirely bespoke articles

Proposed Officers

Company Secretary 1

Type: **Person**

Full forename(s): **JOHN**

Surname: **DAVIES**

Former names:

Service Address: **ENBROOK PARK SANDGATE
FOLKESTONE
KENT
UNITED KINGDOM
CT20 3SE**

Consented to Act: **Y** *Date authorised:* **12/10/2011** *Authenticated:* **YES**

Company Director ***I***

Type: **Person**

Full forename(s): **STUART MICHAEL**

Surname: **HOWARD**

Former names:

Service Address: **ENBROOK PARK SANDGATE
FOLKESTONE
KENT
UNITED KINGDOM
CT20 3SE**

Country/State Usually Resident: **UNITED KINGDOM**

Date of Birth: **01/05/1962** *Nationality:* **BRITISH**

Occupation: **COMPANY DIRECTOR**

Consented to Act: **Y** *Date authorised:* **12/10/2011** *Authenticated:* **YES**

Statement of Capital (Share Capital)

Class of shares	ORDINARY	<i>Number allotted</i>	1
		<i>Aggregate nominal value</i>	1
<i>Currency</i>	GBP	<i>Amount paid per share</i>	1
		<i>Amount unpaid per share</i>	0

Prescribed particulars

THE ORDINARY SHARES HAVE ATTACHED TO THEM FULL VOTING, DIVIDEND AND CAPITAL DISTRIBUTION (INCLUDING ON WINDING UP) RIGHTS; THEY DO NOT CONFER ANY RIGHTS OF REDEMPTION.

Statement of Capital (Totals)

<i>Currency</i>	GBP	<i>Total number of shares</i>	1
		<i>Total aggregate nominal value</i>	1

Initial Shareholdings

Name: SAGA GROUP LIMITED

Address: ENBROOK PARK SANDGATE
FOLKESTONE
KENT
UNITED KINGDOM
CT20 3SE

Class of share: ORDINARY

Number of shares: 1

Currency: GBP

*Nominal value of
each share:* 1

Amount unpaid: 0

Amount paid: 1

Statement of Compliance

I confirm the requirements of the Companies Act 2006 as to registration have been complied with.

memorandum delivered by an agent for the subscriber(s): **Yes**

Agent's Name: **COMPANY REGISTRATIONS ONLINE LIMITED**

Agent's Address: **CARPENTER COURT 1 MAPLE ROAD
BRAMHALL
STOCKPORT
UNITED KINGDOM
SK7 2DH**

Authorisation

Authoriser Designation: **agent**

Authenticated: **Yes**

Agent's Name: **COMPANY REGISTRATIONS ONLINE LIMITED**

Agent's Address: **CARPENTER COURT 1 MAPLE ROAD
BRAMHALL
STOCKPORT
UNITED KINGDOM
SK7 2DH**

COMPANY HAVING A SHARE CAPITAL

MEMORANDUM OF ASSOCIATION

OF

SAGA LAW LIMITED

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 and to take at least one share

Name of each Subscriber

SAGA GROUP LIMITED

Date: 11 October 2011

COMPANIES ACT 2006
PRIVATE COMPANY LIMITED BY SHARES
ARTICLES OF ASSOCIATION OF
SAGA LAW LIMITED

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1 Defined terms

appointor has the meaning given to that term in Article 25.1:

Articles means the Company's articles of association for the time being in force;

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;

CA 2006 means the Companies Act 2006:

call has the meaning given to that term in Article 35.1;

call notice has the meaning given to that term in Article 35.1;

call payment date has the meaning given to that term in Article 38.2.1;

capitalised sum has the meaning given to that term in Article 61.1.2;

chairman has the meaning given to that term in Article 13.2:

chairman of the meeting has the meaning given to that term in Article 67;

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;

Companies Acts means the Companies Acts (as defined in section 2 of CA 2006), in so far as they apply to the Company;

Company's lien has the meaning given to that term in Article 33;

Conflict has the meaning given to that term in Article 16.2:

conflicted director means a director who has, or could have, a Conflict in a situation involving the Company and consequently whose vote is not to be counted in respect of any resolution to authorise such Conflict and who is not to be counted as participating in the quorum for the meeting (or part of the meeting) at which such resolution is to be voted upon;

corporate representative has the meaning given to that term in Article 75;

director means a director of the Company, and includes any person occupying the position of director, by whatever name called;

distribution recipient has the meaning given to that term in Article 55.2;

document includes, unless otherwise specified, any document sent or supplied in electronic form;

electronic form has the meaning given to that term in section 1168 of CA 2006;

fully paid in relation to a share, means that the nominal value and any premium to be paid to the Company in respect of that share have been paid to the Company;

hard copy form has the meaning given to that term in section 1168 of CA 2006;

holder in relation to shares means the person whose name is entered in the register of members as the holder of the shares or, in the case of a share in respect of which a share warrant has been issued (and not cancelled), the person in possession of that warrant;

instrument means a document in hard copy form;

lien enforcement notice has the meaning given to that term in Article 34;

member has the meaning given to that term in section 112 of CA 2006;

Model Articles means the model articles for private companies limited by shares contained in Schedule 1 of the Companies (Model Articles) Regulations 2008 (SI 2009/3229) as amended prior to the date of adoption of these Articles;

non-conflicted director means any director who is not a conflicted director;

ordinary resolution has the meaning given to that term in section 282 of CA 2006:

paid means paid or credited as paid and **unpaid** shall be construed accordingly;

participate, in relation to a directors' meeting, has the meaning given to that term in Article 12:

persons entitled has the meaning given to that term in Article 61.1.2;

proxy notice has the meaning given to that term in Article 73.2;

proxy notification address has the meaning given to that term in Article 74.1;

relevant loss has the meaning given to that term in Article 83.2.2;

relevant officer has the meaning given to that term in Articles 82.3.2 or 83.2.1, as the case may be;

relevant rate has the meaning given to that term in Article 38.2.2;

shares means shares in the Company;

special resolution has the meaning given to that term in section 283 of CA 2006;

subsidiary has the meaning given to that term in section 1159 of CA 2006;

transfer or transferring, in relation to a share, has the meaning given to that term in Article 48.1;

8 Directors to take decisions collectively

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- 12.3 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.
- 13 **Chairing of directors' meetings**
- 13.1 The directors may appoint a director to chair their meetings.
- 13.2 The person so appointed for the time being is known as the chairman.
- 13.3 The directors may terminate the chairman's appointment at any time.
- 13.4 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.
- 14 **Chairman's casting vote at directors' meetings**
- 14.1 If the numbers of votes for and against a proposal at a meeting of directors are equal, the chairman or other director chairing the meeting has a casting vote.
- 14.2 Article 14.1 does not apply in respect of a particular meeting (or part of a meeting) if, in accordance with the Articles, the chairman or other director chairing the meeting is a conflicted director for the purposes of that meeting (or that part of that meeting at which the proposal is voted upon).
- 15 **Quorum for directors' meetings**
- 15.1 At a directors' meeting, unless a quorum is participating, no proposal is to be voted on, except a proposal to call another meeting.
- 15.2 Subject to Article 15.3, the quorum for the transaction of business at a meeting of directors may be fixed from time to time by a decision of the directors but it must never be less than two directors, and unless otherwise fixed it is two. A person who holds office only as an alternate director shall, if his appointor is not present, be counted in the quorum. If and so long as there is a sole director, he may exercise all the powers and authorities vested in the directors by these Articles and accordingly the quorum for the transaction of business in these circumstances shall be one.
- 15.3 For the purposes of any meeting (or part of a meeting) held pursuant to Article 16 (Directors' conflicts of interests) to authorise a director's Conflict, if there is only one non-conflicted director in office in addition to the conflicted director(s), the quorum for such meeting (or part of a meeting) shall be one non-conflicted director.
- 16 **Directors' conflicts of interests**
- 16.1 For the purposes of this Article 16, a **conflict of interest** includes a conflict of interest and duty and a conflict of duties, and interest includes both direct and indirect interests.
- 16.2 The directors may, in accordance with the requirements set out in this Article 16, authorise any matter proposed to them by any director which would, if not authorised, involve a director breaching his duty under section 175 of CA 2006 to avoid conflicts of interest (such matter being hereinafter referred to as a **Conflict**).
- 16.3 A director seeking authorisation in respect of a Conflict shall declare to the other directors the nature and extent of his interest in a Conflict as soon as is reasonably practicable. The director shall provide the other directors with such details of the relevant matter as are necessary for the other directors to decide how to address the Conflict, together with such other information as may be requested by the other directors.
- 16.4 Any authorisation under this Article 16 will be effective only if:
- 16.4.1 the matter in question shall have been proposed by any director for consideration at a meeting of directors in the same way that any other matter may be proposed to the directors under the provisions of these Articles or in such other manner as the directors may determine;
- 16.4.2 any requirement as to the quorum at the meeting of the directors at which the matter is considered is met without counting the director in question and any other conflicted director(s); and
- 16.4.3 the matter was agreed to without the director and any other conflicted director(s) voting or would have been agreed to if their votes had not been counted.
- 16.5 Any authorisation of a Conflict under this Article 16 may (whether at the time of giving the authorisation or subsequently):
- 16.5.1 extend to any actual or potential conflict of interest which may reasonably be expected to arise out of the Conflict so authorised;
- 16.5.2 be subject to such terms and for such duration, or impose such limits or conditions as the directors may determine; or
- 16.5.3 be terminated or varied by the directors at any time.
- This will not affect anything done by the director prior to such termination or variation in accordance with the terms of the authorisation.
- 16.6 In authorising a Conflict the directors may decide (whether at the time of giving the authorisation or subsequently) that if a director has obtained any information through his involvement in the Conflict otherwise than as a director of the Company and in respect of which he owes a duty of confidentiality to another person the director is under no obligation to:

18

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 AND TERMINATION OF APPOINTMENT OF DIRECTORS

19

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

20

20.1 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:

20.1.1 by ordinary resolution; or

20.1.2 by a decision of the directors: or

20.1.3 by a member or members, holding the whole or a majority in nominal value of the issued ordinary share capital for the time being of the Company, in accordance with Article 22.

20.2 In any case where, as a result of death or bankruptcy, the Company has no members and no directors, the transmittee(s) of the last member to have died or to have a bankruptcy order made against him (as the case may be) shall have the right, by notice in writing, to appoint a person (including a transmittee who is a natural person), who is willing to act and is permitted to do so, to be a director.

20.3 For the purposes of Article 20.2, where two 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.

21

21.1 A person ceases to be a director as soon as:

21.1.1 that person ceases to be a director by virtue of any provision of CA 2006 or is prohibited from being a director by law;

21.1.2 a bankruptcy order is made against that person;

21.1.3 a composition is made with that person's creditors generally in satisfaction of that person's debts and the Company resolves that his office be vacated;

21.1.4 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;

21.1.5 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;

21.1.6 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; or

21.1.7 he is removed from office by a member or members, holding the whole or a majority in nominal value of the issued ordinary share capital for the time being of the Company, in accordance with Article 22.

22

A member or members holding the whole or a majority in nominal value of the issued ordinary share capital for the time being in the Company shall have power from time to time and at any time to appoint any person as a director or directors either as an additional director or to fill any vacancy 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 body corporate signed by one of its directors or other officers on its behalf, and shall take effect upon lodgement at the registered office of the Company or such later date as may be specified in the instrument.

23

23.1 Directors may undertake any services for the Company that the directors decide.

23.2 Directors are entitled to such remuneration as the directors determine:

23.2.1 for their services to the Company as directors, and

23.2.2 for any other service which they undertake for the Company.

23.3 Subject to the Articles, a director's remuneration may:

23.3.1 take any form, and

23.3.2 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.

23.4 Unless the directors decide otherwise, directors' remuneration accrues from day to day.

24 **Directors' expenses**

- 24.1 The Company may pay any reasonable expenses which the directors (including alternate directors) and the secretary (if any) properly incur in connection with their attendance at:
- 24.1.1 meetings of directors or committees of directors,
 - 24.1.2 general meetings, or
 - 24.1.3 separate meetings of the holders of any class of shares or 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.

ALTERNATE DIRECTORS

25 **Appointment and removal of alternate directors**

- 25.1 Any director (**appointor**) may appoint as an alternate any other director, or any other person approved by resolution of the directors, to:
- 25.1.1 exercise that director's powers; and
 - 25.1.2 carry out that director's responsibilities,
 - 25.1.3 in relation to the taking of decisions by the directors in the absence of the alternate's appointor.
- 25.2 Any appointment or removal of an alternate must be effected by notice in writing to the Company signed by the appointor, or in any other manner approved by the directors.
- 25.3 The notice must:
- 25.3.1 identify the proposed alternate; and
 - 25.3.2 in the case of a notice of appointment, contain a statement signed by the proposed alternate that the proposed alternate is willing to act as the alternate of the director giving the notice.

26 **Rights and responsibilities of alternate directors**

- 26.1 An alternate director may act as alternate director to more than one director and has the same rights in relation to any decision of the directors as the alternate's appointor.
- 26.2 Except as the Articles specify otherwise, alternate directors:
- 26.2.1 are deemed for all purposes to be directors;
 - 26.2.2 are liable for their own acts and omissions;
 - 26.2.3 are subject to the same restrictions as their appointors (including those set out in sections 172 to 177 CA 2006 inclusive and Article 16; and
 - 26.2.4 are not deemed to be agents of or for their appointors,
- and, in particular (without limitation), each alternate director shall 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.
- 26.3 A person who is an alternate director but not a director:
- 26.3.1 may be counted as participating for the purposes of determining whether a quorum is present (but only if that person's appointor is not participating and provided that no alternate may be counted as more than one director for these purposes);
 - 26.3.2 may participate in a unanimous decision of the directors (but only if his appointor does not participate); and
 - 26.3.3 may sign a written resolution (but only if it is not signed or to be signed by that person's appointor).
- 26.4 A director who is also an alternate director is entitled, in the absence of any of his appointors, to a separate vote on behalf of that appointor, in addition to his own vote on any decision of the directors but he shall count as only one for the purposes of determining whether a quorum is present.
- 26.5 An alternate director is not entitled to receive any remuneration from the Company for serving as an alternate director except such part of the alternate's appointor's remuneration as the appointor may direct by notice in writing made to the Company.

27 **Termination of alternate directorship**

An alternate director's appointment as an alternate for any appointor terminates:

- 27.1 when that appointor revokes the appointment by notice to the Company in writing specifying when it is to terminate;
- 27.2 when notification is received by the Company from the alternate that the alternate is resigning as alternate for that appointor and such resignation has taken effect in accordance with its terms;

- 27.3 on the occurrence, in relation to the alternate, of any event which, if it occurred in relation to that appointor, would result in the termination of that appointor's appointment as a director;
- 27.4 on the death of that appointor; or
- 27.5 when the alternate's appointor's appointment as a director terminates.

SECRETARY

28 Appointment and removal of secretary

The directors may appoint any person who is willing to act as the secretary for such term, at such remuneration, and upon such conditions as they may think fit and from time to time remove such person and, if the directors so decide, appoint a replacement, in each case by a decision of the directors.

PART 3

SHARES AND DISTRIBUTIONS

SHARES

29 Share Classes

The Share Classes and their respective rights shall be as follows:

ORDINARY

The ORDINARY Shares have attached to them full voting, dividend and capital distribution (including on winding up) rights; they do not confer any rights of redemption.

30 All shares to be fully paid up

- 30.1 No share is to be issued for less than the aggregate of its nominal value and any premium to be paid to the Company in consideration for its issue.
- 30.2 This does not apply to shares taken on the formation of the Company by the subscriber to the Company's memorandum.

31 Further issues of shares: pre-emption rights

In accordance with section 567(1) of CA 2006, sections 561 and 562 of CA 2006 shall not apply to an allotment of equity securities (as defined in section 560(1) of CA 2006) made by the Company.

32 Powers to issue different classes of share

- 32.1 Subject to these Articles, but without prejudice to the rights attached to any existing share, the Company may issue shares with such rights or restrictions as may be determined by ordinary resolution.
- 32.2 The Company may issue shares which are to be redeemed, or are liable to be redeemed at the option of the Company or the holder, and the directors may determine the terms, conditions and manner of redemption of any such shares.

33 Company's lien over shares

The Company has a lien (**Company's lien**) over every share, whether or not fully paid, which is registered in the name of any person indebted or under any liability to the Company for all monies payable by him (either alone or jointly with any other person) to the Company, whether payable immediately or at some time in the future and whether or not a call notice has been sent in respect of it.

33.1 The Company's lien over a share:

- 33.1.1 takes priority over any third party's interest in that share, and
- 33.1.2 extends to any dividend or other money payable by the company in respect of that share and (if the lien is enforced and the share is sold by the Company) the proceeds of sale of that share.

33.2 The directors may at any time decide that a share which is or would otherwise be subject to the Company's lien shall not be subject to it, either wholly or in part.

34 Enforcement of the company's lien

34.1 Subject to the provisions of this Article 34, if:

- 34.1.1 a lien enforcement notice has been given in respect of a share, and
 - 34.1.2 the person to whom the notice was given has failed to comply with it,
- the Company may sell that share in such manner as the directors decide.

34.2 A lien enforcement notice:

- 34.2.1 may only be given in respect of a share which is subject to the Company's lien, in respect of which a sum is payable and the due date for payment of that sum has passed;
- 34.2.2 must specify the share concerned;
- 34.2.3 must be in writing and require payment of the sum payable within fourteen days of the notice;

- 41.3.4 that person remains liable to the Company for all sums payable by that person under the Articles at the date of forfeiture in respect of those shares, including any interest (whether accrued before or after the date of forfeiture); and
- 41.3.5 the directors may waive payment of such sums 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.
- 41.4 At any time before the Company disposes of a forfeited share, the directors may decide to cancel the forfeiture on payment of all calls and interest due in respect of it and on such other terms as they think fit.
- 42 **Procedure following forfeiture**
- 42.1 If a forfeited share is to be disposed of by being transferred, the Company may receive the consideration for the transfer and the directors may authorise any person to execute the instrument of transfer.
- 42.2 A statutory declaration by a director or the Company secretary (if any) that the declarant is a director or the Company secretary (as the case may be) and that a share has been forfeited on a specified date:
- 42.2.1 is conclusive evidence of the facts stated in it as against all persons claiming to be entitled to the share, and
- 42.2.2 subject to compliance with any other formalities of transfer required by the Articles or by law, constitutes a good title to the share.
- 42.3 A person to whom a forfeited share is transferred is not bound to see to the application of the consideration (if any) nor is that person's title to the share affected by any irregularity in or invalidity of the process leading to the forfeiture or transfer of the share.
- 42.4 If the Company sells a forfeited share, the person who held it prior to its forfeiture is entitled to receive from the company the proceeds of such sale, net of any commission, and excluding any amount which:
- 42.4.1 was, or would have become, payable, and
- 42.4.2 had not, when that share was forfeited, been paid by that person in respect of that share,
- but no interest is payable to such a person in respect of such proceeds and the Company is not required to account for any money earned on them.
- 43 **Surrender of shares**
- 43.1 A member may surrender any share:
- 43.1.1 in respect of which the directors may issue a notice of intended forfeiture;
- 43.1.2 which the directors may forfeit; or
- 43.1.3 which has been forfeited.
- 43.2 The directors may accept the surrender of any such share.
- 43.3 The effect of surrender on a share is the same as the effect of forfeiture on that share.
- 43.4 A share which has been surrendered may be dealt with in the same way as a share which has been forfeited.
- 44 **Payment of commission on subscription for shares**
- 44.1 The Company may pay any person a commission in consideration for that person:
- 44.1.1 subscribing, or agreeing to subscribe, for shares; or
- 44.1.2 procuring, or agreeing to procure, subscriptions for shares.
- 44.2 Any such commission may be paid:
- 44.2.1 in cash, or in fully paid or partly paid shares or other securities or partly in one way and partly in the other; and
- 44.2.2 in respect of a conditional or an absolute subscription.
- 45 **Company not bound by less than absolute interests**
- 45.1 Except as required by law, no person is to be recognised by the Company as holding any share upon any trust, and except as otherwise required by law or the Articles, the Company is not in any way to be bound by or recognise any interest in a share other than the holder's absolute ownership of it and all the rights attaching to it.
- 46 **Share certificates**
- 46.1 The Company must issue each member, free of charge, with one or more certificates in respect of the shares which that member holds.
- 46.2 Every certificate must specify:
- 46.2.1 in respect of how many shares, of what class, it is issued;
- 46.2.2 the nominal value of those shares;
- 46.2.3 the extent to which shares are paid up; and

- 46.2.4 any distinguishing numbers assigned to them.
 - 46.3 No certificate may be issued in respect of shares of more than one class.
 - 46.4 If more than one person holds a share, only one certificate may be issued in respect of it.
 - 46.5 Certificates must:
 - 46.5.1 have affixed to them the Company's common seal, or
 - 46.5.2 be otherwise executed in accordance with the Companies Acts.

47 **Replacement share certificates**

 - 47.1 If a certificate issued in respect of a member's shares is:
 - 47.1.1 damaged or defaced, or
 - 47.1.2 said to be lost, stolen or destroyed,that member is entitled to be issued with a replacement certificate in respect of the same shares.
 - 47.2 A member exercising the right to be issued with such a replacement certificate:
 - 47.2.1 may at the same time exercise the right to be issued with a single certificate or separate certificates;
 - 47.2.2 must return the certificate which is to be replaced to the Company if it is damaged or defaced; and
 - 47.2.3 must comply with such conditions as to evidence, indemnity and the payment of a reasonable fee as the directors decide.

48 **Transfer of shares- general**

 - 48.1 In these Articles, a reference to the **transfer** of or **transferring** shares shall include any transfer, assignment, disposition or proposed or purported transfer, assignment or disposition:
 - 48.1.1 of any share or shares of the Company; or
 - 48.1.2 of any interest of any kind in any share or shares of the Company; or
 - 48.1.3 of any right to receive or subscribe for any share or shares of the Company.
 - 48.2 If the directors refuse to register a transfer of a share they shall, as soon as practicable and in any event within two months after the date on which the transfer was lodged with the Company, send to the transferee notice of, and the reasons for, the refusal.
 - 48.3 The directors may refuse to register the transfer of a share, and if they do so, the instrument of transfer must be returned to the transferee with the notice of refusal unless they suspect that the proposed transfer may be fraudulent.
 - 48.4 An obligation to transfer a share under these Articles shall be deemed to be an obligation to transfer the entire legal and beneficial interest in such share free from any lien, charge or other encumbrance.
 - 48.5 Shares may be transferred by means of an instrument of transfer in any usual form or any other form approved by the directors, which is executed by or on behalf of the transferor and (if any of the shares is partly paid) the transferee.
 - 48.6 No fee may be charged for registering any instrument of transfer or other document relating to or affecting the title to any share.
 - 48.7 The Company may retain any instrument of transfer which is registered.
 - 48.8 The transferor remains the holder of a share until the transferee's name is entered in the register of members as holder of it.

49 **Transmission of shares**

 - 49.1 If title to a share passes to a transferee, the Company may only recognise the transferee as having any title to that share.
 - 49.2 Nothing in these Articles releases the estate of a deceased member from any liability in respect of a share held by that member.
 - 49.3 A transferee who produces such evidence of entitlement to shares as the directors may properly require:
 - 49.3.1 may, subject to the Articles, choose either to become the holder of those shares or to have them transferred to another person, and
 - 49.3.2 subject to the Articles, and pending any transfer of the shares to another person, has the same rights as the holder had.
 - 49.4 But, subject to Article 20.2 (Methods of appointing directors), transferees do not have the right to attend or vote at a general meeting, or agree to a proposed written resolution, in respect of shares to which they are entitled, by reason of the holder's death or bankruptcy or otherwise, unless they become the holders of those shares.

50 **Exercise of transferees' rights**

 - 50.1 Transferees who wish to become the holders of shares to which they have become entitled must notify the Company in writing of that wish.

- 50.2 If the transmittee wishes to have a share transferred to another person, the transmittee must execute an instrument of transfer in respect of it.
- 50.3 Any transfer made or executed under this Article is to be treated as if it were made or executed by the person from whom the transmittee has derived rights in respect of the share, and as if the event which gave rise to the transmission had not occurred.
- 51 **Transmittees bound by prior notices**
- If a notice is given to a member in respect of shares and a transmittee is entitled to those shares, the transmittee is bound by the notice if it was given to the member before the transmittee's name or the name of any person nominated under Article 49.3 (Transmission of shares), has been entered in the register of members.
- 52 **Procedure for disposing of fractions of shares**
- 52.1 This Article applies where:
- 52.1.1 there has been a consolidation or division of shares; and
- 52.1.2 as a result, members are entitled to fractions of shares.
- 52.2 The directors may:
- 52.2.1 sell the shares representing the fractions to any person including the Company for the best price reasonably obtainable;
- 52.2.2 authorise any person to execute an instrument of transfer of the shares to the purchaser or a person nominated by the purchaser; and
- 52.2.3 distribute the net proceeds of sale in due proportion among the holders of the shares.
- 52.3 The person to whom the shares are transferred is not obliged to ensure that any purchase money is received by the person entitled to the relevant fractions.
- 52.4 The transferee's title to the shares is not affected by any irregularity in or invalidity of the process leading to their sale.

DIVIDENDS AND OTHER DISTRIBUTIONS

- 53 **Procedure for declaring dividends**
- 53.1 The Company may by ordinary resolution declare dividends, and the directors may decide to pay interim dividends.
- 53.2 A dividend must not be declared unless the directors have made a recommendation as to its amount. Such a dividend must not exceed the amount recommended by the directors. However, the directors shall recommend the maximum amount of dividend each year that they are lawfully able to do so.
- 53.3 No dividend may be declared or paid unless it is in accordance with members' respective rights.
- 53.4 Unless the members' resolution to declare or directors' decision to pay a dividend, or the terms on which shares are issued, specify otherwise, it must be paid by reference to each member's holding of shares on the date of the resolution or decision to declare or pay it.
- 53.5 If the Company's share capital is divided into different classes, no interim dividend may be paid on shares carrying deferred or non-preferred rights if, at the time of payment, any preferential dividend is in arrear.
- 53.6 The directors may pay at intervals any dividend payable at a fixed rate if it appears to them that the profits available for distribution justify the payment.
- 53.7 If the directors act in good faith, they do 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 shares with deferred or non-preferred rights.
- 54 **Calculation of dividends**
- 54.1 Except as otherwise provided by the Articles or the rights attached to shares, all dividends must be:
- 54.1.1 declared and paid according to the amounts paid up on the shares on which the dividend is paid; and
- 54.1.2 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.
- 54.2 If any share is issued on terms providing that it ranks for dividend as from a particular date, that share ranks for dividend accordingly.
- 55 **Payment of dividends and other distributions**
- 55.1 Where a dividend or other sum which is a distribution is payable in respect of a share, it must be paid by one or more of the following means:
- 55.1.1 transfer to a bank or building society account specified by the distribution recipient either in writing or as the directors may otherwise decide;
- 55.1.2 sending a cheque made payable to the distribution recipient by post to the distribution recipient at the distribution recipient's registered address (if the distribution recipient is a holder of the share), or (in any

- other case) to an address specified by the distribution recipient either in writing or as the directors may otherwise decide;

55.1.3 sending a cheque made payable to such person by post to such person at such address as the distribution recipient has specified either in writing or as the directors may otherwise decide; or

55.1.4 any other means of payment as the directors agree with the distribution recipient either in writing or by such other means as the directors decide.

55.2 In these Articles, the **distribution recipient** means, in respect of a share in respect of which a dividend or other sum is payable:

55.2.1 the holder of the share; or

55.2.2 if the holder is no longer entitled to the share by reason of death or bankruptcy, or otherwise by operation of law, the transmittee.

56 Deductions from distributions in respect of sums owed to the company

56.1 If:

56.1.1 a share is subject to the Company's lien; and

56.1.2 the directors are entitled to issue a lien enforcement notice in respect of it,

they may, instead of issuing a lien enforcement notice, deduct from any dividend or other sum payable in respect of the share any sum of money which is payable to the Company in respect of that share to the extent that they are entitled to require payment under a lien enforcement notice.

56.2 Money so deducted must be used to pay any of the sums payable in respect of that share.

56.3 The Company must notify the distribution recipient in writing of:

56.3.1 the fact and amount of any such deduction;

56.3.2 any non-payment of a dividend or other sum payable in respect of a share resulting from any such deduction; and

56.3.3 how the money deducted has been applied.

57 No interest on distributions

57.1 The Company may not pay interest on any dividend or other sum payable in respect of a share unless otherwise provided by:

57.1.1 the terms on which the share was issued, or

57.1.2 the provisions of another agreement between the holder of that share and the Company.

58 Unclaimed distributions

58.1 All dividends or other sums which are:

58.1.1 payable in respect of shares, and

58.1.2 unclaimed after having been declared or become payable,

may be invested or otherwise made use of by the directors for the benefit of the Company until claimed.

58.2 The payment of any such dividend or other sum into a separate account does not make the Company a trustee in respect of it.

58.3 If:

58.3.1 twelve years have passed from the date on which a dividend or other sum became due for payment, and

58.3.2 the distribution recipient has not claimed it,

the distribution recipient is no longer entitled to that dividend or other sum and it ceases to remain owing by the Company.

59 Non-cash distributions

59.1 Subject to the terms of issue of the share in question, the Company may, by ordinary resolution on the recommendation of the directors, decide to pay all or part of a dividend or other distribution payable in respect of a share by transferring non-cash assets of equivalent value (including, without limitation, shares or other securities in any Company).

59.2 For the purposes of paying a non-cash distribution, the directors may make whatever arrangements they think fit, including, where any difficulty arises regarding the distribution:

59.2.1 fixing the value of any assets;

59.2.2 paying cash to any distribution recipient on the basis of that value in order to adjust the rights of recipients; and

59.2.3 vesting any assets in trustees.

60 **Waiver of distributions**

Distribution recipients may waive their entitlement to a dividend or other distribution payable in respect of a share by giving the Company notice in writing to that effect.

CAPITALISATION OF PROFITS

61 **Authority to capitalise and appropriation of capitalised sums**

61.1 Subject to the Articles, the directors may, if they are so authorised by an ordinary resolution:

61.1.1 decide to capitalise any profits of the Company (whether or not they are available for distribution) which are not required for paying a preferential dividend, or any sum standing to the credit of the Company's share premium account or capital redemption reserve; and

61.1.2 appropriate any sum which they so decide to capitalise (**capitalised sum**) to the persons who would have been entitled to it if it were distributed by way of dividend (**persons entitled**) and in the same proportions.

61.2 Capitalised sums must be applied:

61.2.1 on behalf of the persons entitled, and

61.2.2 in the same proportions as a dividend would have been distributed to them.

61.3 Any capitalised sum may be applied in paying up new shares of a nominal amount equal to the capitalised sum which are then allotted credited as fully paid to the persons entitled or as they may direct.

61.4 A capitalised sum which was appropriated from profits available for distribution may be applied:

61.4.1 in or towards paying up any amounts unpaid on existing shares held by the persons entitled; or

61.4.2 in paying up new debentures of the Company which are then allotted credited as fully paid to the persons entitled or as they may direct.

61.5 Subject to the Articles the directors may:

61.5.1 apply capitalised sums in accordance with paragraphs 61.3 and 61.4 partly in one way and partly in another;

61.5.2 make such arrangements as they think fit to deal with shares or debentures becoming distributable in fractions under this Article (including the issuing of fractional certificates or the making of cash payments); and

61.5.3 authorise any person to enter into an agreement with the Company on behalf of all the persons entitled which is binding on them in respect of the allotment of shares and debentures to them under this Article 61.

PART 4

DECISION-MAKING BY MEMBERS

ORGANISATION OF GENERAL MEETINGS

62 **Convening general meetings**

The directors may call general meetings and, on the requisition of members pursuant to the provisions of CA 2006, shall forthwith proceed to convene a general meeting in accordance with CA 2006. If there are not within the United Kingdom sufficient directors to call a general meeting, any director or the members requisitioning the meeting (or any of them representing more than one half of the total voting rights of them all) may call a general meeting. If the Company has only a single member, such member shall be entitled at any time to call a general meeting.

63 **Notice of general meetings**

63.1 General meetings (other than an adjourned meeting) shall be called by at least fourteen Clear Days' notice but a general meeting may be called by shorter notice if it is so agreed by a majority in number of the members having a right to attend and vote, being a majority together holding not less than ninety per cent (90%) in nominal value of the shares at the meeting, giving that right.

63.2 The notice shall specify the time, date 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.

63.3 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 (if the company has been notified of their entitlement) and to the directors, alternate directors and the auditors for the time being of the Company.

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

64

- 64.1 If CA 2006 requires special notice to be given of a resolution, then the resolution will not be effective unless notice of the intention to propose it has been given to the Company at least twenty-eight Clear Days before the general meeting at which it is to be proposed.
- 64.2 Where practicable, the Company must give the members notice of the resolution in the same manner and at the same time as it gives notice of the general meeting at which it is to be proposed. Where that is not practicable, the Company must give the members at least fourteen Clear Days' before the relevant general meeting by advertisement in a newspaper with an appropriate circulation.
- 64.3 If, after notice to propose such a resolution has been given to the Company, a meeting is called for a date twenty-eight days or less after the notice has been given, the notice shall be deemed to have been properly given, even though it was not given within the time required by Article 64.1.

65

- 65.1 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.
- 65.2 A person is able to exercise the right to vote at a general meeting when:
- 65.2.1 that person is able to vote, during the meeting, on resolutions put to the vote at the meeting, and
- 65.2.2 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.
- 65.3 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.
- 65.4 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.
- 65.5 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.

66

- 66.1 No business shall be transacted at any meeting unless a quorum is present. Subject to section 318(2) of CA 2006, two qualifying persons (as defined in section 318(3) of CA 2006) entitled to vote upon the business to be transacted shall be a quorum; provided that if the Company has only a single member, the quorum shall be one such qualifying person.
- 66.2 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.

67

- 67.1 If the directors have appointed a chairman, the chairman shall chair general meetings if present and willing to do so.
- 67.2 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:
- 67.2.1 the directors present, or
- 67.2.2 (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.
- 67.3 The person chairing a meeting in accordance with this Article is referred to as the chairman of the meeting.

68

- 68.1 Directors may attend and speak at general meetings, whether or not they are members.
- 68.2 The chairman of the meeting may permit other persons who are not:
- 68.2.1 members of the Company, or
- 68.2.2 otherwise entitled to exercise the rights of members in relation to general meetings,
- to attend and speak at a general meeting.

69

- 69.1 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. If, at the adjourned meeting, a quorum is not present within half an hour from the time appointed for the meeting, the meeting shall be dissolved.
- 69.2 The chairman of the meeting may adjourn a general meeting at which a quorum is present if:
- 69.2.1 the meeting consents to an adjournment, or

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| 69.2.2 | 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. |
| 69.3 | The chairman of the meeting must adjourn a general meeting if directed to do so by the meeting. |
| 69.4 | When adjourning a general meeting, the chairman of the meeting must: |
| 69.4.1 | 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 |
| 69.4.2 | have regard to any directions as to the time and place of any adjournment which have been given by the meeting. |
| 69.5 | If the continuation of an adjourned meeting is to take place more than fourteen days after it was adjourned, the Company must give at least seven 'Clear Days' notice of it (that is, excluding the day of the adjourned meeting and the day on which the notice is given): |
| 69.5.1 | to the same persons to whom notice of the Company's general meetings is required to be given, and |
| 69.5.2 | containing the same information which such notice is required to contain. |
| 69.6 | 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

70 **Voting: general**

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| 70.1 | 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. 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 (being a corporation) is present by a duly authorised representative (unless the representative is himself a member, in which case he shall have more than one vote) shall have one vote. A proxy shall not be entitled to vote on a show of hands. |
| 70.2 | No member shall vote at any general meeting or at any separate meeting of the holder of any class of shares, either in person or by proxy, in respect of any share held by him unless all monies presently payable by him in respect of that share have been paid. |
| 70.3 | 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. |

71 **Errors and disputes**

- 71.1 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.
- 71.2 Any such objection must be referred to the chairman of the meeting, whose decision is final.

72 **Poll votes**

- 72.1 On a poll every member who (being an individual is present in person or by proxy) or (being a corporation) is present by a duly authorised representative or by proxy shall have one vote for every share of which he is the holder. On a poll, a member entitled to more than one vote need not use all his votes or cast all the votes he uses in the same way.
- 72.2 A poll on a resolution may be demanded:
- 72.2.1 in advance of the general meeting where it is to be put to the vote, or
- 72.2.2 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.
- 72.3 A poll may be demanded by:
- 72.3.1 the chairman of the meeting;
- 72.3.2 the directors;
- 72.3.3 two or more persons having the right to vote on the resolution;
- 72.3.4 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; or
- 72.3.5 a person or persons holding shares conferring a right to vote on the resolution on which not less than one tenth of the total sum paid up on all the shares conferring that right.
- 72.4 A demand for a poll may be withdrawn if:
- 72.4.1 the poll has not yet been taken, and
- 72.4.2 the chairman of the meeting consents to the withdrawal.
- A demand so withdrawn shall not invalidate the result of a show of hands declared before the demand was made.

- 72.5 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 thirty 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.
- 72.6 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.
- 72.7 The result of the poll shall be deemed to be the resolution of the meeting at which the poll was demanded.

73 **Content of proxy notices**

- 73.1 Subject to the provisions of these Articles, a member is entitled to appoint another person as his proxy to exercise all or any of his rights to attend and to speak and vote at a general meeting. A member may appoint more than one proxy in relation to a meeting, provided that each proxy is appointed to exercise the rights attached to a different share or shares held by that member.
- 73.2 Proxies may only validly be appointed by a notice in writing (**proxy notice**) which:
- 73.2.1 states the name and address of the member appointing the proxy;
- 73.2.2 identifies the person appointed to be that member's proxy and the general meeting in relation to which that person is appointed;
- 73.2.3 is signed by or on behalf of the member appointing the proxy, or is authenticated in such manner as the directors may determine; and
- 73.2.4 is delivered to the Company in accordance with the Articles and in accordance with any instructions contained in the notice of the general meeting (or adjourned meeting) to which they relate and received by the Company:
- 73.2.4.1 subject to Articles 73.2.4.2 and 73.2.4.3 in the case of a general meeting or adjourned meeting, not less than forty-eight hours before the time for holding the meeting or adjourned meeting at which the right to vote is to be exercised;
- 73.2.4.2 in the case of a poll taken more than forty-eight hours after it is demanded, after the poll has been demanded and not less than twenty-four hours before the time appointed for the taking of the poll; or
- 73.2.4.3 where the poll is not taken forthwith but is taken not more than forty-eight hours after it was demanded, at the time at which the poll was demanded or twenty-four hours before the time appointed for the taking of the poll, whichever is the later,
- and a proxy notice which is not delivered and received in such manner shall be invalid.
- 73.3 The Company may require proxy notices to be delivered in a particular form, and may specify different forms for different purposes.
- 73.4 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 and the proxy is obliged to vote or abstain from voting in accordance with the specified instructions. However, the Company is not obliged to check whether a proxy votes or abstains from voting as he has been instructed and shall incur no liability for failing to do so. Failure by a proxy to vote or abstain from voting as instructed at a meeting shall not invalidate proceedings at that meeting.
- 73.5 Unless a proxy notice indicates otherwise, it must be treated as:
- 73.5.1 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
- 73.5.2 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.

74 **Delivery of proxy notices**

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| 74.1 | Any notice of a general meeting must specify the address or addresses (proxy notification address) at which the Company or its agents will receive proxy notices relating to that meeting, or any adjournment of it, delivered in hard copy or electronic form. |
| 74.2 | 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 to a proxy notification address. |
| 74.3 | 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. |
| 74.4 | A notice revoking a proxy appointment only takes effect if it is received by the Company: |

- 74.4.1 in the case of a general or adjourned meeting, not less than forty-eight hours before the time for holding the meeting or adjourned meeting at which the right to vote is to be exercised;
 - 74.4.2 in the case of a poll taken more than forty-eight hours after it was demanded, not less than twenty-four hours before the time appointed for the taking of the poll; or
 - 74.4.3 in the case of a poll not taken forthwith but not more than forty-eight hours after it was demanded, at the time at which it was demanded or twenty-four hours before the time appointed for the taking of the poll, whichever is later,
- and a notice which is not delivered and received in such manner shall be valid.
- 74.5 In calculating the periods referred to in Article 73 (Content of proxy notices) and this Article 74, no account shall be taken of any part of a day that is not a working day.
- 74.6 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.
- 75 **Representation of corporations at meetings**
- Subject to CA 2006, a company which is a member may, by resolution of its directors or other governing body, authorise one or more persons to act as its representative or representatives at a meeting of the company or at a separate meeting of the holders of a class of shares of the company (**corporate representative**). A director, secretary or other person authorised for the purpose by the directors may require a corporate representative to produce a certified copy of the resolution of authorisation before permitting him to exercise his powers.
- 76 **Amendments to resolutions**
- 76.1 An ordinary resolution to be proposed at a general meeting may be amended by ordinary resolution if:
- 76.1.1 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
 - 76.1.2 the proposed amendment does not, in the reasonable opinion of the chairman of the meeting, materially alter the scope of the resolution.
- 76.2 A special resolution to be proposed at a general meeting may be amended by ordinary resolution, if:
- 76.2.1 the chairman of the meeting proposes the amendment at the general meeting at which the resolution is to be proposed, and
 - 76.2.2 the amendment does not go beyond what is necessary to correct a grammatical or other non-substantive error in the resolution.
- 76.3 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.

WRITTEN RESOLUTIONS

- 77 A resolution of the members (or a class of members) may be passed as a written resolution in accordance with chapter 2 of part 13 of CA 2006.

PART 5

MISCELLANEOUS PROVISIONS

COMMUNICATIONS

- 78 **Means of communication to be used**
- 78.1 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 of CA 2006 provides for documents or information which are authorised or required by any provision of CA 2006 to be sent or supplied by or to the Company.
- 78.2 Any notice, document or other information shall be deemed served on or delivered to the intended recipient:
- 78.2.1 If properly addressed and sent by prepaid United Kingdom first class post to an address in the United Kingdom, forty-eight hours after it was posted;
 - 78.2.2 If properly addressed and delivered by hand, when it was given or left at the appropriate address;
 - 78.2.3 If properly addressed and sent or supplied by electronic means forty-eight hours after the document or information was sent or supplied; and
 - 78.2.4 If sent or supplied by means of a website, when the material is first made available on the website or (if later) when the recipient receives (or is deemed to have received) notice of the fact that the material is available on the website.
- For the purposes of this Article 78.2, no account shall be taken of any part of a day that is not a working day.

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| 78.3 | In proving that any notice, document or other information was properly addressed, it shall be sufficient to show that the notice, document or other information was delivered to an address permitted for the purpose by CA 2006. |
| 78.4 | 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. |
| 78.5 | 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 forty-eight hours. |
| 78.6 | The Company may give notice to the transmittee of a member, by sending or delivering it in any manner authorised by these Articles for the giving of notice to a member, addressed to that person by name, or by the title, of representative of the deceased or trustee of the bankrupt or representative by operation of law or by any like description, at the address (if any) within the United Kingdom supplied for the purpose by the person claiming to be so entitled. Until such an address has been so supplied, a notice may be given in any manner in which it might have been given if the death or bankruptcy or operation of law had not occurred. |

ADMINISTRATIVE ARRANGEMENTS

79 **Company seals**

- 79.1 Any common seal may only be used by the authority of the directors.
- 79.2 The directors may decide by what means and in what form any common seal is to be used.
- 79.3 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.
- 79.4 For the purposes of this Article, an authorised person is:
- 79.4.1 any director of the Company;
- 79.4.2 the Company secretary (if any); or
- 79.4.3 any person authorised by the directors for the purpose of signing documents to which the common seal is applied.

80 **No right to inspect accounts and other records**

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.

81 **Provision for employees on cessation of business**

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

82 Indemnity

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| 82.1 | Subject to Article 82.2, but without prejudice to any indemnity to which a relevant officer is otherwise entitled: |
| 82.1.1 | each relevant officer shall be indemnified out of the Company's assets against all costs, charges, losses, expenses and liabilities incurred by him as a relevant officer: |
| 82.1.1.1 | in the actual or purported execution and/or discharge of his duties, or in relation to them;
and |
| 82.1.1.2 | in relation to the company's (or any associated company's) activities as trustee of an occupational pension scheme (as defined in section 235(6) of CA 2006),

including (in each case) any liability incurred by him in defending any civil or criminal proceedings in which judgment is given in his favour or in which he is acquitted or the proceedings are otherwise disposed of without any finding or admission of any material breach of duty on his part or in connection with any application in which the court grants him, in his capacity as a relevant officer, relief from liability for negligence, default, breach of duty or breach of trust in relation to the Company's (or any associated company's) affairs; and |
| 82.1.2 | the Company may provide any relevant officer with funds to meet expenditure incurred or to be incurred by him in connection with any proceedings or application referred to in Article 82.1.1 and otherwise may take any action to enable any such relevant officer to avoid incurring such expenditure. |
| 82.2 | 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. |
| 82.3 | In this Article 82: |

- 83 Insurance

Insurance

- $$\hat{\phi}_1 = 0.84, \quad \hat{\phi}_2 = 0.72, \quad \hat{\phi}_3 = 0.60, \quad \hat{\phi}_4 = 0.48, \quad \hat{\phi}_5 = 0.36, \quad \hat{\phi}_6 = 0.24, \quad \hat{\phi}_7 = 0.12, \quad \hat{\phi}_8 = 0.00$$