



FILE COPY

**CERTIFICATE OF INCORPORATION
OF A
COMMUNITY INTEREST COMPANY**

Company Number **10519685**

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

THE HUMAN FLOURISHING PROJECT CIC

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



N10519685M

Given at Companies House on **9th December 2016**.



Companies House



**THE OFFICIAL SEAL OF THE
REGISTRAR OF COMPANIES**

IN01

Application to register a company

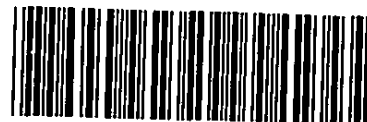


Companies House

A fee is payable with this form.
Please see 'How to pay' on the last page.

☒ **What this form is for**
You may use this form to register a
private or public company

☒ **What this form is NOT for**
You cannot use this form to
register a limited liability partnership.
If you are using this form to register
this, please use form LL IN01.
Do not use this form if any individual
with significant control is a
director or has applied for protection
under the provisions of the
Companies Act 2006, or if you are
disclosing details to the public register.
Contact end of companieshouse.gov.uk to
obtain a separate form.



RC2 03/12/2016 #74
COMPANIES HOUSE
A06 24/11/2016 #64
COMPANIES HOUSE

Part 1 Company details

A1 Company name

Check if a company name is available by using our name availability search
www.companieshouse.gov.uk/info

Please show the proposed company name below.

Proposed company
name in full ①

The Human Flourishing Project CIC

For official use

→ Filing in this form

Please complete in typescript or in
bold black capitals

All fields are mandatory unless
specified or indicated by *

① Duplicate names

Duplicate names are not permitted.
A list of registered names can
be found on our website. There
are various rules that may affect
your choice of name. More
information on this is available in
our guidance at
www.gov.uk/companieshouse

A2 Company name restrictions ②

Please tick the box only if the proposed company name contains sensitive
or restricted words or expressions that require you to seek comments of a
government department or other specified body

☐ I confirm that the proposed company name contains sensitive or restricted
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.

② Company name restrictions

A list of sensitive or restricted
words or expressions that require
consent can be found in our
guidance at
www.gov.uk/companieshouse

A3 Exemption from name ending with 'Limited' or 'Cyfyngedig' ③

Please tick the box if you wish to apply for exemption from the requirement to
have the name ending with 'Limited', 'Cyfyngedig' or permitted alternative

☐ I confirm that the above proposed company meets the conditions for
exemption from the requirement to have a name ending with 'Limited',
'Cyfyngedig' or permitted alternative

③ Name ending exemption

Only private companies that are
limited by guarantee and meet other
specific requirements or private
companies that are charities are
eligible to apply for this. For more
details, please go to our website
www.gov.uk/companieshouse

IN01

Application to register a company

A4

Company type^①

Please tick the box that describes the proposed company type and members' liability (only one box must be ticked)

- ☐ Public limited by shares
- ☐ Private limited by shares
- ☒ Private limited by guarantee
- ☐ Private unlimited with share capital
- ☐ Private unlimited without share capital

① Company type

If you are unsure of your company's type, please go to our website www.gov.uk/companieshouse

A5

Principal business activity

Please show the trade classification code number(s) for the principal activity or activities ^②

Classification code 1					
Classification code 2					
Classification code 3					
Classification code 4					

If you cannot determine a code, please give a brief description of the company's business activity below

Principal activity description

to carry out projects that promote the mental well-being of the community of Nottingham

② Principal business activity

You must provide a trade classification code (SIC code 2007) or a description of your company's main business in this section

A full list of the trade classification codes is available on our website www.gov.uk/companieshouse

A6

Situation of registered office ^③

Please tick the appropriate box below that describes the situation of the proposed registered office (only one box must be ticked)

- ☒ England and Wales
- ☐ Wales
- ☐ Scotland
- ☐ Northern Ireland

③ Registered office

Every company must have a registered office and this is the address to which the Registrar will send correspondence

For England and Wales companies, the address must be in England or Wales.

For Welsh, Scottish or Northern Ireland companies, the address must be in Wales, Scotland or Northern Ireland respectively

IN01

Application to register a company

A7 Registered office address ①

	Please give the registered office address of your company	
Building name/number	43	
Street	St Leonard's Street	
Post town	Stamford	
County/Region	Lincolnshire	
Postcode	P E 9 2 H N	

① Registered office address

You must ensure that the address shown in this section is consistent with the situation indicated in section A6

You must provide an address in England or Wales for companies to be registered in England and Wales.

You must provide an address in Wales, Scotland or Northern Ireland for companies to be registered in Wales, Scotland or Northern Ireland respectively

A8 Articles of association ②

	Please choose one option only and tick one box only.
Option 1	<p>I wish to adopt one of the following model articles in its entirety. Please tick only one box</p> <p><input type="checkbox"/> Private limited by shares</p> <p><input type="checkbox"/> Private limited by guarantee</p> <p><input type="checkbox"/> Public company</p>
Option 2	<p>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</p> <p><input type="checkbox"/> Private limited by shares</p> <p><input type="checkbox"/> Private limited by guarantee</p> <p><input type="checkbox"/> Public company</p>
Option 3	<p><input checked="" type="checkbox"/> I wish to adopt entirely bespoke articles. I attach a copy of the bespoke articles to this application</p>

② For details of which company type can adopt which model articles, please go to our website: www.gov.uk/companieshouse

A Community Interest Company (CIC) cannot adopt model articles. If you are incorporating a CIC you must tick option 3 and attach a copy of the bespoke articles.

A9 Restricted company articles ③

Please tick the box below if the company's articles are restricted
<input checked="" type="checkbox"/>

③ Restricted company articles

Restricted company articles are those containing provision for entrenchment. For more details, please go to our website: www.gov.uk/companieshouse

IN01

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 ①**

Please use this section to list all the secretary appointments taken on formation.
For a corporate secretary, complete Sections C1-C4.

Title*	Mrs
Full forename(s)	Jennifer Susan
Surname	Holland
Former name(s) ②	Fitzpatrick

① Corporate appointments

For corporate secretary appointments, please complete section C1-C4 instead of section B

Additional appointments

If you wish to appoint more than one secretary, please use the 'Secretary appointments' continuation page

② Former name(s)

Please provide any previous names (including maiden or married names) which have been used for business purposes in the last 20 years

B2**Secretary's service address ①**

Building name/number	The Company's Registered Office						
Street							
Post town							
County/Region							
Postcode							
Country							

① Service address

This is the address that will appear on the public record. This does not have to be your usual residential address.

Please state 'The Company's Registered Office' if your service address will be recorded in the proposed company's register of secretaries as the company's registered office

If you provide your residential address here it will appear on the public record

IN01

Application to register a company

Corporate secretary

C1 Corporate secretary appointments ①

Please use this section to list all the corporate secretary appointments taken on formation

Name of corporate body/firm	
Building name/number	
Street	
Post town	
County/Region	
Postcode	
Country	

① 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 LP (Legal Post in Scotland) number

C2 Location of the registry of the corporate body or firm

Is the corporate secretary registered within the European Economic Area (EEA)?

- Yes Complete **Section C3 only**
- No Complete **Section C4 only**

C3 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

Where the company/firm is registered ③	
Registration number	

② EEA

A full list of countries of the EEA can be found in our guidance www.gov.uk/companieshouse

③ This is the register mentioned in Article 3 of the First Company Law Directive (68/151/EEC)

C4 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

Legal form of the corporate body or firm	
Governing law	
If applicable, where the company/firm is registered ④	
Registration number	

④ Non-EEA

Where you have provided details of the register (including state) where the company or firm is registered, you must also provide its number in that register

IN01

Application to register a company

Director**D1****Director appointments ①**

	Please use this section to list all the director appointments taken on formation For a corporate director, complete Sections E1-E4.	
Title*	Mrs	
Full forename(s)	Jennifer Susan	
Surname	Holland	
Former name(s) ②	Fitzpatrick	
Country/State of residence ③	UK	
Nationality	BRITISH	
Month/year of birth ④	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> 0 3 1 9 8 1	
Business occupation (if any) ⑤	Director	

① Appointments

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.

② Former name(s)

Please provide any previous names (including maiden or married names) which have been used for business purposes in the last 20 years.

③ Country/State of residence

This is in respect of your usual residential address as stated in section D4.

④ Month and year of birth

Please provide month and year only.

⑤ Business occupation

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 ⑥**

	Please complete the service address below. You must also fill in the director's usual residential address in Section D4.	
Building name/number	The Company's Registered Office	
Street		
Post town		
County/Region		
Postcode	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	
Country		

⑥ Service address

This is the address that will appear on the public record. This does not have to be your usual residential address.

Please state 'The Company's Registered Office' if your service address will be recorded in the proposed company's register of directors as the company's registered office.

If you provide your residential address here it will appear on the public record.

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Application to register a company

Director**D1 Director appointments ①**

	Please use this section to list all the director appointments taken on formation For a corporate director, complete Sections E1-E4.	
Title*	Dr	
Full forename(s)	David	
Surname	Murphy	
Former name(s) ②		
Country/State of residence ③	UK	
Nationality	British	
Month/year of birth ④	<div>X</div> <div>X</div> <div>m</div> <div>1</div> <div>y</div> <div>1</div> <div>9</div> <div>7</div> <div>0</div>	
Business occupation (if any) ⑤	Associate Professor	

① Appointments

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

② Former name(s)

Please provide any previous names (including maiden or married names) which have been used for business purposes in the last 20 years.

③ Country/State of residence

This is in respect of your usual residential address as stated in section D4

④ Month and year of birth

Please provide month and year only

⑤ Business occupation

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 ⑥

	Please complete the service address below. You must also fill in the director's usual residential address in Section D4.	
Building name/number	The Company's Registered Office	
Street		
Post town		
County/Region		
Postcode	<div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div>	
Country		

⑥ Service address

This is the address that will appear on the public record. This does not have to be your usual residential address.

Please state 'The Company's Registered Office' if your service address will be recorded in the proposed company's register of directors as the company's registered office

If you provide your residential address here it will appear on the public record

IN01

Application to register a company

Corporate director

E1 Corporate director appointments ①

Please use this section to list all the corporate directors taken on formation

Name of corporate body or firm

Building name/number

Street

Post town

County/Region

Postcode

Country

① Additional appointments

If you wish to appoint more than one corporate director, please use the 'Corporate director 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 LP (Legal Post in Scotland) number

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

Where the company/firm is registered ③

Registration number

② EEA

A full list of countries of the EEA can be found in our guidance www.gov.uk/companieshouse

③ This is the register mentioned in Article 3 of the First Company Law Directive (68/151/EEC)

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

Legal form of the corporate body or firm

Governing law

If applicable, where the company/firm is registered ④

If applicable, the registration number

④ Non-EEA

Where you have provided details of the register (including state) where the company or firm is registered, you must also provide its number in that register

IN01

Application to register a company

Part 3 Statement of capital

Does your company have share capital?

→ Yes Complete the sections below

→ No Go to Part 4 (Statement of guarantee).

F1 Statement of capital

Complete the table(s) below to show the share capital

Complete a separate table for each currency (if appropriate). For example, add pound sterling in 'Currency table A' and Euros in 'Currency table B'

Continuation pages

Please use a continuation page if necessary

Currency Complete a separate table for each currency	Class of shares E g Ordinary/Preference etc	Number of shares	Aggregate nominal value (£, €, \$, etc) Number of shares issued multiplied by nominal value	Total aggregate amount to be unpaid, if any (£, €, \$, etc) Including both the nominal value and any share premium
---	--	------------------	---	--

Currency table A

		Totals		

Currency table B

		Totals		

Currency table C

		Totals		

Totals (including continuation pages)

Total number of shares	Total aggregate nominal value ❶	Total aggregate amount unpaid ❶

❶ Please list total aggregate values in different currencies separately
For example £100 + €100 + \$10 etc.

IN01

Application to register a company

F2

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 **Section F1**.

Class of share

Prescribed particulars
①

① Prescribed particulars of rights attached to shares

The particulars are

- a particulars of any voting rights, including rights that arise 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

A separate table must be used for each class of share

Continuation pages

Please use the next page or a 'Statement of Capital (Prescribed particulars of rights attached to shares)' continuation page if necessary

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Application to register a company

Class of share		
Prescribed particulars ❶		<p>❶ Prescribed particulars of rights attached to shares</p> <p>The particulars are</p> <ul style="list-style-type: none"> a particulars of any voting rights, including rights that arise 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 <p>A separate table must be used for each class of share</p> <p>Continuation pages</p> <p>Please use a 'Statement of capital (Prescribed particulars of rights attached to shares)' continuation page if necessary</p>

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Application to register a company

F3

Initial shareholdings

This section should only be completed by companies incorporating with share capital

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.

Initial shareholdings

Please list the company's subscribers in alphabetical order

Please use an 'Initial shareholdings' continuation page if necessary

Subscriber's details	Class of share	Number of shares	Currency	Nominal value of each share	Amount (if any) to be unpaid on each share (including the nominal value and any share premium)	Amount to be paid on each share (including the nominal value and any share premium)
Name						
Address						
Name						
Address						
Name						
Address						
Name						
Address						

IN01

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 People with significant control (PSC)

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

1 Name

Please use capital letters.

2 Address

The addresses in this section will appear on the public record. They do not have to be the subscribers' usual residential address.

3 Amount guaranteed

Any valid currency is permitted

4 Class of members

Only complete this if there will be more than one class of members and if the subscribers are electing to keep members' information on the public register

Continuation pages

Please use a 'Subscribers' continuation page if necessary

Subscriber's details

Forename(s) ①	David
Surname ①	Murphy
Address ②	38 Ashleigh Drive, Loughborough, Leics
Postcode	L E 1 1 3 H W
Amount guaranteed ③	£1
Class of member (if applicable) ④	

Subscriber's details

Forename(s) ①	Jennifer Susan
Surname ①	Holland
Address ②	43 St Leonard's St, Stamford, Lincs
Postcode	P E 9 2 H N
Amount guaranteed ③	£1
Class of member (if applicable) ④	

IN01 - continuation page

Application to register a company

G1		Subscriber's details	
Forename(s) ①	RACHAEL		
Surname ①	BLAZEWICZ-BELL		
Address ②	22 LEWIS CRESCENT, ANNESLEY, NOTTINGHAM		
Postcode	N	G	1 5 0 E J
Amount guaranteed ③	£1.00		
Class of member (if applicable) ④			

Subscriber's details	
Forename(s) ①	DAVID
Surname ①	COOK
Address ②	77 KENT RD, NOTTINGHAM
Postcode	N G 3 6 B N
Amount guaranteed ③	£1 00
Class of member (if applicable) ④	

Subscriber's details	
Forename(s) ①	ALEXANDRA JANE
Surname ①	HYMAS
Address ②	12 CRUCIBLE CLOSE, HYKEHAM, LINCOLN
Postcode	L N 6 9 Z L
Amount guaranteed ③	£1.00
Class of member (if applicable) ④	

Subscriber's details	
Forename(s) ①	PHUONG
Surname ①	PHAM PHAN AN
Address ②	10 PARK WEST, DERBY RD, NOTTINGHAM
Postcode	N G 7 1 L U
Amount guaranteed ③	£1.00
Class of member (if applicable) ④	

- ① Name
Please use capital letters
- ② Address
The addresses in this section will appear on the public record. They do not have to be the subscribers' usual residential address.
- ③ Amount guaranteed
Any valid currency is permitted
- ④ Class of members
Only complete this if there will be more than one class of members and if the subscribers are electing to keep members' information on the public register

IN01 - continuation page

Application to register a company

G1		Subscriber's details	
Forename(s) ①	AUDREY GAZALI		
Surname ①	RODRIGUEZ ALVAREZ		
Address ②	1 KITTIWAKE MEWS, LENTON NOTTINGHAM		
Postcode	N	G	7 2 D H
Amount guaranteed ③	£1.00		
Class of member (if applicable) ④			

Subscriber's details	
Forename(s) ①	ANN-LOUISE
Surname ①	WHITE
Address ②	13 SYCAMORE AVENUE, ALLESTREE, DERBY
Postcode	D E 2 2 2 H Z
Amount guaranteed ③	£1.00
Class of member (if applicable) ④	

Subscriber's details	
Forename(s) ①	REBECCA FRANCES
Surname ①	BLACKSTOCK
Address ②	3 HOLDEN CRESCENT, NUTTHALL, NOTTINGHAM
Postcode	N G 1 6 1 B W
Amount guaranteed ③	£1.00
Class of member (if applicable) ④	

Subscriber's details	
Forename(s) ①	MARCEL
Surname ①	BARTON
Address ②	191 WOODBOROUGH ROAD, NOTTINGHAM
Postcode	N G 3 4 H R
Amount guaranteed ③	£1.00
Class of member (if applicable) ④	

- ① **Name**
Please use capital letters
- ② **Address**
The addresses in this section will appear on the public record. They do not have to be the subscribers' usual residential address.
- ③ **Amount guaranteed**
Any valid currency is permitted
- ④ **Class of members**
Only complete this if there will be more than one class of members and if the subscribers are electing to keep members' information on the public register

IN01 - continuation page

Application to register a company

G1	Subscriber's details
Forename(s) ①	Sophie Elizabeth
Surname ①	Travis
Address ②	Westbourne, Station Rd, Fiskerton, NG25 0UG
Postcode	N G 2 5 0 U G
Amount guaranteed ③	£1.00
Class of member (if applicable) ④	

- ① **Name**
Please use capital letters
- ② **Address**
The addresses in this section will appear on the public record. They do not have to be the subscribers' usual residential address.
- ③ **Amount guaranteed**
Any valid currency is permitted
- ④ **Class of members**
Only complete this if there will be more than one class of members and if the subscribers are electing to keep members' information on the public register

Subscriber's details	
Forename(s) ①	
Surname ①	
Address ②	
Postcode	
Amount guaranteed ③	
Class of member (if applicable) ④	

Subscriber's details	
Forename(s) ①	
Surname ①	
Address ②	
Postcode	
Amount guaranteed ③	
Class of member (if applicable) ④	

Subscriber's details	
Forename(s) ①	
Surname ①	
Address ②	
Postcode	
Amount guaranteed ③	
Class of member (if applicable) ④	

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Application to register a company

Subscriber's details

Forename(s) ①	
Surname ①	
Address ②	
Postcode	
Amount guaranteed ③	
Class of member (if applicable) ④	

Subscriber's details

Forename(s) ①	
Surname ①	
Address ②	
Postcode	
Amount guaranteed ③	
Class of member (if applicable) ④	

Subscriber's details

Forename(s) ①	
Surname ①	
Address ②	
Postcode	
Amount guaranteed ③	
Class of member (if applicable) ④	

Subscriber's details

Forename(s) ①	
Surname ①	
Address ②	
Postcode	
Amount guaranteed ③	
Class of member (if applicable) ④	

① Name

Please use capital letters.

② Address

The addresses in this section will appear on the public record. They do not have to be the subscribers' usual residential address.

③ Amount guaranteed

Any valid currency is permitted.

④ Class of members

Only complete this if there will be more than one class of members and if the subscribers are electing to keep members' information on the public register.

Continuation pages

Please use a 'Subscribers' continuation page if necessary.

IN01

Application to register a company

Part 5 People with significant control (PSC)

Use this Part to tell us about people with significant control or registrable relevant legal entities in respect of the company. Do not use this Part to tell us about any individual people with significant control whose particulars must not be disclosed on the public record. You must use a separate form, which you can get by contacting us enquiries@companieshouse.gov.uk

If on incorporation there will be someone who will count as a person with significant control (either a registrable person or registrable relevant legal entity (RLE)) in relation to the company, tick the box in H1 and complete any relevant sections. If there will be no registrable person or RLE tick the box in H2 and go to **Part 6 Election to keep information on the public register**

H1

Statement of initial significant control ^①

- ☐ On incorporation, there will be someone who will count as a person with significant control (either a registrable person or registrable RLE) in relation to the company

① Statement of initial significant control

If there will be a registrable person (which includes 'other registrable persons') or RLE, please complete the appropriate details in sections H, I & J

Please use the PSC continuation pages if necessary

H2

Statement of no PSC

(Please tick the statement below if appropriate)

- ☒ The company knows or has reason to believe that there will be no person with significant control (either a registrable person or RLE) in relation to the company

IN01

Application to register a company

Individual PSC

H3	Individual's details	
	Use sections H3-H9 as appropriate to tell us about individuals with significant control who are registrable persons and the nature of their control in relation to the company	
Title*		
Full forename(s)		
Surname		
Country/State of residence ^①		
Nationality		
Month/year of birth ^②	X X m m y y y y	

① Country/State of residence
This is in respect of the usual residential address as stated in section H6

② Month and year of birth
Please provide month and year only

H4	Individual's service address^①	
	Please complete the individual's service address below. You must also complete the individual's usual residential address in Section H6	
Building name/number		
Street		
Post town		
County/Region		
Postcode		
Country		

① Service address
This is the address that will appear on the public record. This does not have to be the individual's usual residential address.

If you provide the individual's residential address here it will appear on the public record

IN01

Application to register a company

H7

Nature of control for an individual^①

Please indicate how the individual is a person with significant control over the company

① Tick each that apply.

Ownership of shares

The individual holds, directly or indirectly, the following percentage of shares in the company (tick only one)

- ☐ more than 25% but not more than 50%
- ☐ more than 50% but less than 75%
- ☐ 75% or more

Ownership of voting rights

The individual holds, directly or indirectly, the following percentage of voting rights in the company (tick only one)

- ☐ more than 25% but not more than 50%
- ☐ more than 50% but less than 75%
- ☐ 75% or more

Ownership of right to appoint/remove directors

- ☐ The individual holds, directly or indirectly, the right to appoint or remove a majority of the board of directors of the company

Significant influence or control (Only tick if none of the above apply)

- ☐ The individual has the right to exercise, or actually exercises, significant influence or control over the company

H8

Nature of control by a firm over which the individual has significant control^①

The individual has the right to exercise or actually exercises significant influence or control over the activities of a firm that is not a legal person under its governing law, and:

① Tick each that apply.

the members of that firm (in their capacity as such) hold, directly or indirectly, the following percentage of shares in the company (tick only one)

- ☐ more than 25% but not more than 50%
- ☐ more than 50% but less than 75%
- ☐ 75% or more

the members of that firm (in their capacity as such) hold, directly or indirectly, the following percentage of voting rights in the company (tick only one)

- ☐ more than 25% but not more than 50%
- ☐ more than 50% but less than 75%
- ☐ 75% or more

- ☐ the members of that firm (in their capacity as such) hold the right, directly or indirectly, to appoint or remove a majority of the board of directors of the company

- ☐ the members of that firm (in their capacity as such) have the right to exercise, or actually exercise, significant influence or control over the company

IN01

Application to register a company

H9

Nature of control by a trust over which the individual has significant control ^①

The individual has the right to exercise or actually exercises significant influence or control over the activities of a trust and

the trustees of that trust (in their capacity as such) hold, directly or indirectly, the following percentage of shares in the company (tick only one)

- ☐ more than 25% but not more than 50%
- ☐ more than 50% but less than 75%
- ☐ 75% or more

the trustees of that trust (in their capacity as such) hold, directly or indirectly, the following percentage of voting rights in the company (tick only one).

- ☐ more than 25% but not more than 50%
- ☐ more than 50% but less than 75%
- ☐ 75% or more

- ☐ the trustees of that trust (in their capacity as such) hold the right, directly or indirectly, to appoint or remove a majority of the board of directors of the company

- ☐ the trustees of that trust (in their capacity as such) have the right to exercise, or actually exercise, significant influence or control over the company

① Tick each that apply.

IN01

Application to register a company

Individual PSC

H3

Individual's details

Use sections H3-H9 as appropriate to tell us about individuals with significant control who are registrable persons and the nature of their control in relation to the company

Title*																					
Full forename(s)																					
Surname																					
Country/State of residence ^①																					
Nationality																					
Month/year of birth ^②	<table><tr><td>X</td><td>X</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>m</td><td>m</td><td>y</td><td>y</td><td>y</td><td>y</td><td></td><td></td><td></td><td></td></tr></table>	X	X									m	m	y	y	y	y				
X	X																				
m	m	y	y	y	y																

① Country/State of residence

This is in respect of the usual residential address as stated in section H6

② Month and year of birth

Please provide month and year only

H4

Individual's service address ^①

Please complete the individual's service address below. You must also complete the individual's usual residential address in Section H6

Building name/number	
Street	
Post town	
County/Region	
Postcode	
Country	

① Service address

This is the address that will appear on the public record. This does not have to be the individual's usual residential address.

If you provide the individual's residential address here it will appear on the public record

IN01

Application to register a company

H7

Nature of control for an individual^①

Please indicate how the individual is a person with significant control over the company

① Tick each that apply

Ownership of shares

The individual holds, directly or indirectly, the following percentage of shares in the company (tick only one)

- ☐ more than 25% but not more than 50%
- ☐ more than 50% but less than 75%
- ☐ 75% or more

Ownership of voting rights

The individual holds, directly or indirectly, the following percentage of voting rights in the company (tick only one):

- ☐ more than 25% but not more than 50%
- ☐ more than 50% but less than 75%
- ☐ 75% or more

Ownership of right to appoint/remove directors

- ☐ The individual holds, directly or indirectly, the right to appoint or remove a majority of the board of directors of the company

Significant influence or control (Only tick if none of the above apply)

- ☐ The individual has the right to exercise, or actually exercises, significant influence or control over the company

H8

Nature of control by a firm over which the individual has significant control^①

The individual has the right to exercise or actually exercises significant influence or control over the activities of a firm that is not a legal person under its governing law, and

① Tick each that apply

the members of that firm (in their capacity as such) hold, directly or indirectly, the following percentage of shares in the company (tick only one)

- ☐ more than 25% but not more than 50%
- ☐ more than 50% but less than 75%
- ☐ 75% or more

the members of that firm (in their capacity as such) hold, directly or indirectly, the following percentage of voting rights in the company (tick only one)

- ☐ more than 25% but not more than 50%
- ☐ more than 50% but less than 75%
- ☐ 75% or more

- ☐ the members of that firm (in their capacity as such) hold the right, directly or indirectly, to appoint or remove a majority of the board of directors of the company

- ☐ the members of that firm (in their capacity as such) have the right to exercise, or actually exercise, significant influence or control over the company

IN01

Application to register a company

H9

Nature of control by a trust over which the individual has significant control ^①

The individual has the right to exercise or actually exercises significant influence or control over the activities of a trust and

the trustees of that trust (in their capacity as such) hold, directly or indirectly, the following percentage of shares in the company (tick only one)

- ☐ more than 25% but not more than 50%
- ☐ more than 50% but less than 75%
- ☐ 75% or more

the trustees of that trust (in their capacity as such) hold, directly or indirectly, the following percentage of voting rights in the company (tick only one)

- ☐ more than 25% but not more than 50%
- ☐ more than 50% but less than 75%
- ☐ 75% or more

☐ the trustees of that trust (in their capacity as such) hold the right, directly or indirectly, to appoint or remove a majority of the board of directors of the company

☐ the trustees of that trust (in their capacity as such) have the right to exercise, or actually exercise, significant influence or control over the company

① Tick each that apply

IN01

Application to register a company

Relevant legal entity (RLE)

11 RLE details ^①	
Corporate or firm name	
Building name/number	
Street	
Post town	
County/Region	
Postcode	
Country	

① Registered or principal office address
This is the address that will appear on the public record

12 Legal form and governing law	
Please give details of the legal form of the RLE and the law by which it is governed If applicable, please also give details of the register of companies in which it is entered (including the country/state) and its registration number in that register	
Legal form	
Governing law	
If applicable, register in which RLE is entered ^①	
Country/State ^①	
Registration number ^①	

① Registration number
Where you have provided details of the register (including country/state) where the RLE is registered, you must also provide its number in that register

13

Nature of control for the RLE ^①

Please indicate how the RLE has significant control over the company

① Tick each that apply**Ownership of shares**

The RLE holds, directly or indirectly, the following percentage of shares in the company (tick only one)

- ☐ more than 25% but not more than 50%
- ☐ more than 50% but less than 75%
- ☐ 75% or more

Ownership of voting rights

The RLE holds, directly or indirectly, the following percentage of voting rights in the company (tick only one):

- ☐ more than 25% but not more than 50%
- ☐ more than 50% but less than 75%
- ☐ 75% or more

Ownership of right to appoint/remove directors

- ☐ The RLE holds the right, directly or indirectly, to appoint or remove a majority of the board of directors of the company

Significant influence or control (only tick if none of the above apply)

- ☐ The RLE has the right to exercise, or actually exercises, significant influence or control over the company

14

Nature of control by a firm over which the RLE has significant control ^①

The RLE has the right to exercise or actually exercises significant influence or control over the activities of a firm that is not a legal person under its governing law, and

① Tick each that apply.

the members of that firm (in their capacity as such) hold, directly or indirectly, the following percentage of shares in the company (tick only one)

- ☐ more than 25% but not more than 50%
- ☐ more than 50% but less than 75%
- ☐ 75% or more

the members of that firm (in their capacity as such) hold, directly or indirectly, the following percentage of voting rights in the company (tick only one)

- ☐ more than 25% but not more than 50%
- ☐ more than 50% but less than 75%
- ☐ 75% or more

- ☐ the members of that firm (in their capacity as such) hold the right, directly or indirectly, to appoint or remove a majority of the board of directors of the company

- ☐ the members of that firm (in their capacity as such) have the right to exercise, or actually exercise, significant influence or control over the company

IN01

Application to register a company

15

Nature of control by a trust over which the RLE has significant control ^①

The RLE has the right to exercise or actually exercises significant influence or control over the activities of a trust and

the trustees of that trust (in their capacity as such) hold, directly or indirectly, the following percentage of shares in the company (tick only one)

- ☐ more than 25% but not more than 50%
- ☐ more than 50% but less than 75%
- ☐ 75% or more

the trustees of that trust (in their capacity as such) hold, directly or indirectly, the following percentage of voting rights in the company (tick only one)

- ☐ more than 25% but not more than 50%
- ☐ more than 50% but less than 75%
- ☐ 75% or more

☐ the trustees of that trust (in their capacity as such) hold the right, directly or indirectly, to appoint or remove a majority of the board of directors of the company

☐ the trustees of that trust (in their capacity as such) have the right to exercise, or actually exercise, significant influence or control over the company

① Tick each that apply.

IN01

Application to register a company

Other registrable person (ORP)

J1

ORP details

An 'other registrable person' is

- a corporation sole
- a government or government department of a country or territory or a part of a country or territory
- an international organisation whose members include two or more countries or territories (or their governments)
- a local authority or local government body in the UK or elsewhere

Name of ORP

J2

Principal office address ①

Building name/number

Street

Post town

County/Region

Postcode

Country

① Principal office address

This is the address that will appear on the public record

J3

Legal form and governing law

Legal form

Governing law

IN01

Application to register a company

J4

Nature of control ^①

Please show how the ORP has significant control over the company

① Tick each that apply

Ownership of shares

The ORP holds, directly or indirectly, the following percentage of shares in the company (tick only one).

- ☐ more than 25% but not more than 50%
- ☐ more than 50% but less than 75%
- ☐ 75% or more

Ownership of voting rights

The ORP holds, directly or indirectly, the following percentage of voting rights in the company (tick only one)

- ☐ more than 25% but not more than 50%
- ☐ more than 50% but less than 75%
- ☐ 75% or more

Ownership of right to appoint/remove directors

- ☐ The ORP holds, directly or indirectly, the right to appoint or remove a majority of the board of directors of the company

Significant influence or control (Only tick if none of the above apply)

- ☐ The ORP has the right to exercise, or actually exercises, significant influence or control over the company

J5

Nature of control by a firm over which the ORP has significant control ^①

The ORP has the right to exercise or actually exercises significant influence or control over the activities of a firm that is not a legal person under its governing law, and

① Tick each that apply.

the members of that firm (in their capacity as such) hold, directly or indirectly, the following percentage of shares in the company (tick only one)

- ☐ more than 25% but not more than 50%
- ☐ more than 50% but less than 75%
- ☐ 75% or more

the members of that firm (in their capacity as such) hold, directly or indirectly, the following percentage of voting rights in the company (tick only one).

- ☐ more than 25% but not more than 50%
- ☐ more than 50% but less than 75%
- ☐ 75% or more

- ☐ the members of that firm (in their capacity as such) hold the right, directly or indirectly, to appoint or remove a majority of the board of directors of the company

- ☐ the members of that firm (in their capacity as such) have the right to exercise, or actually exercise, significant influence or control over the company

IN01

Application to register a company

J6

Nature of control by a trust over which the ORP has significant control ①

The ORP has the right to exercise or actually exercises significant influence or control over the activities of a trust and

the trustees of that trust (in their capacity as such) hold, directly or indirectly, the following percentage of shares in the company (tick only one).

- ☐ more than 25% but not more than 50%
- ☐ more than 50% but less than 75%
- ☐ 75% or more

the trustees of that trust (in their capacity as such) hold, directly or indirectly, the following percentage of voting rights in the company (tick only one)

- ☐ more than 25% but not more than 50%
- ☐ more than 50% but less than 75%
- ☐ 75% or more

- ☐ the trustees of that trust (in their capacity as such) hold the right, directly or indirectly, to appoint or remove a majority of the board of directors of the company

- ☐ the trustees of that trust (in their capacity as such) have the right to exercise, or actually exercise, significant influence or control over the company

① Tick each that apply.

IN01

Application to register a company

Part 6 Election to keep information on the public register (if applicable)

The subscribers of a private company can agree to elect to keep certain information on the public register at Companies House, rather than keeping their own registers. Tick the appropriate box to show which information the subscribers are electing to keep on the public register. If the subscribers have not agreed to keep any of this information on the public register, go to Part 7 Consent to Act

K1

Election to keep secretaries' register information on the public register ^①

☐ All subscribers elect to keep secretaries' register information on the public register

^① only applies if the proposed company will have a secretary

K2

Election to keep directors' register information on the public register

IMPORTANT:

If the subscribers elect to keep this information on the public register, everyone who is an individual director while the election is in force will have their full date of birth available on the public record ^②

☐ All subscribers elect to keep directors' register information on the public register

^② If the subscribers don't make this election, only the month and year of birth will be available on the public record

K3

Election to keep directors' usual residential address (URA) register information on the public register

If the subscribers elect to keep this information on the public register, the URA will not be publicly available

☐ All subscribers elect to keep directors' URA register information on the public register

K4

Election to keep members' register information on the public register

IMPORTANT:

If the subscribers elect to keep this information on the public register, everyone who is a member while the election is in place will have their name and address available on the public record

☐ All subscribers elect to keep members' register information on the public register

☐ The company will be a single member company (Tick if applicable)

K5

Election to keep PSC register information on the public register

IMPORTANT:

If the subscribers elect to keep this information on the public register, everyone who is an individual PSC while the election is in force will have their full date of birth available on the public record ^③

☐ All subscribers elect to keep PSC register information on the public register

☐ No objection was received by the subscribers from any eligible person ^④ within the notice period before making the election

^③ If the subscribers don't make this election, only the month and year of birth will be available on the public record

^④ Eligible person

An eligible person is a person whose details would have to be entered in the company's PSC register

IN01

Application to register a company

Part 7 **Consent to act****L1****Consent statement**

Please tick the box to confirm consent.

- ☒ The subscribers confirm that each of the persons named as a director or secretary has consented to act in that capacity

Part 8 **Statement about individual PSC particulars****M1****Particulars of an individual PSC ^①**

Please tick the box to confirm.

- ☐ The subscribers confirm that each person named in this application as an individual PSC knows that their particulars are being supplied as part of this application

^① Only tick this if you have completed details of one or more individual PSCs in sections H3-H9

Part 9 **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 N1 (Statement of compliance delivered by the subscribers)
- Yes Go to Section N2 (Statement of compliance delivered by an agent)

N1**Statement of compliance delivered by the subscribers ^②**

Please complete this section if the application is not delivered by an agent for the subscribers of the memorandum of association

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

^② **Statement of compliance delivered by the subscribers**
Every subscriber to the memorandum of association must sign the statement of compliance

Subscriber's signature

Signature

X

X

Subscriber's signature

Signature

X

X

Subscriber's signature

Signature

X

X

Subscriber's signature

Signature

X

X

Continuation pages
Please use a 'Statement of compliance delivered by the subscribers' continuation page if more subscribers need to sign

IN01

Application to register a company

N2

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

Co-operatives UK

Building name/number

Holyoake House

Street

Hanover Street

Post town

Manchester

County/Region

Postcode

M 6 0 0 A S

Country

UK

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

Agent's signature

Signature

X

L D Berlew

X

IN01

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.

Contact name **Linda Barlow**

Company name **Co-operatives UK**

Address **Holyoake House**

Hanover Street

Post town **Manchester**

County/Region

Postcode **M 6 0 0 A S**

Country **UK**

DX

Telephone **0161 214 1773**



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 A7)
- ☐ At the agents address (Given in Section N2)



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 guidance on our website
- ☐ If the name of the company is the same as one already on the register as permitted by The Company LLP and Business (Names and Trading Disclosures) Regulations 2015, 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) number
- ☐ The document has been signed, where indicated
- ☐ All relevant attachments have been included
- ☐ You have enclosed the Memorandum of Association.
- ☐ You have enclosed the correct fee



Important information

Please note that all information on this form will appear on the public record, apart from information relating to usual residential addresses. Day of birth will only be shown on the public record if the subscribers have elected to keep PSC and/or directors' information on the public register.



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.gov.uk/companieshouse



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 or 790ZF exemption
If you are applying for, or have been granted a section 243 or 790ZF 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.gov.uk/companieshouse or email enquiries@companieshouse.gov.uk

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

The Companies Act 2006

Community Interest Company Limited by Guarantee

Memorandum of Association

of

The Human Flourishing Project CIC

The Companies Act 2006
Community Interest Company Limited by Guarantee
Memorandum of Association

of

The Human Flourishing Project CIC

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

Name of each subscriber

Authentication by each subscriber

Dated [15/11/16]

JENNIFER ^{SWAN} HOLLAND

Phuong Phan Phan An
SOPHIE ^{ELIZABETH} TRAVIS

Audrey ^{GAZALI} Rodriguez ALVAREZ
Marcel Barton

ANN - Louise White

Rachael Blazewicz-Bell

David Cook
Alexandra ^{JANE} Hymas

Rebecca ^{FRANCES} Blackstock
Daniel Murphy

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Companies Act 2006
Private Company Limited by Guarantee
Articles of
The Human Flourishing Project CIC

Interpretations

1 In these Articles

"Address" means a postal address or, for the purposes of electronic communication, a fax number, email address or telephone number for receiving text messages,

"Articles" means the Company's articles of association,

"Asset-Locked Body" means (i) a community interest company, a charity or a Permitted Industrial and Provident Society, or (ii) a body established outside the United Kingdom that is equivalent to any of those,

"Facilitators" means all those persons appointed to perform the duties of directors of the Co-operative,

"Companies Acts" or "the Act" means the Companies Acts (as defined in section 2 of the Companies Act 2006) in so far as they apply to the company,

"Community" has the meaning given in Section 35(5) of the Company's (Audit Investigations and Community Enterprise) Act 2004,

"The Co-operative" means the above-named company,

"Co-operative Principles" are the principles defined in the International Co-operative Alliance Statement of Co-operative Identity. The principles are those of voluntary and open membership, democratic member control, member economic participation, autonomy and independence, education, training and information, co-operation among co-operatives and concern for the community,

"Facilitator" means a director of the Co-operative and includes any person occupying the position of director, by whatever name called,

"Document" includes, unless otherwise stated, any document sent or supplied in electronic form,

"Electronic means" has the meaning given in section 1168 of the Companies Act 2006,

"Employee" means anyone over the age of 16 holding a contract of employment with the Co-operative to perform at least eight hours of work per week for the Co-operative,

"Entrenched" has the meaning given by section 22 of the Companies Act 2006 and as detailed under the heading 'Resolutions' in these Articles,

"Member" has the meaning given in section 112 of the Companies Act 2006 and as detailed under 'Membership' in these Articles,

"Permitted Industrial and Provident Society" means an industrial and provident society which has a restriction on the use of its assets in accordance with Regulation 4 of the Community Benefit Societies (Restriction on Use of Assets) Regulations 2006 or Regulation 4 of the Community Benefit Societies (Restriction on Use of Assets) Regulations (Northern Ireland) 2006,

"Person" means, unless the context requires otherwise, a natural person, unincorporated body, firm, partnership, corporate body or the nominee of an unincorporated body, firm, partnership or corporate body,

"Regulations" has the meaning as detailed under 'Regulations' in these Articles,
"The Regulator" means the Regulator of Community Interest Companies,
"Secretary" means any person appointed to perform the duties of the Secretary of the Co-operative,
"Specified" means specified in the Memorandum or Articles of Association of the company for the purposes of this paragraph,
"Transfer" includes every description of disposition, payment, release or distribution, and the creation or extinction of an estate or interest in, or right over, any property,
"User" means those Persons admitted into membership under these Articles that wish to use the services of the Co-operative and have agreed to pay any subscription or other sum due in respect of membership for the use of the Co-operative's services,
"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

- 2 Unless the context requires otherwise, 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 Co-operative. Schedule 1 to the Companies (Model Articles) Regulations 2008 shall apply to the Co-operative, save where amended or replaced by these Articles. In the case of any variation or inconsistency between these Articles and the model articles, these Articles shall prevail.

- 3 The Company is to be a community interest company and shall be known as "the Co-operative" in these Articles.

Objects

- 4 The objects of the Co-operative are to carry on activities which benefit the community and in particular (without limitation) to the mental well-being of the community of Nottingham.

Purpose

- 5 The purpose of the Co-operative is to carry out its function as a co-operative and to abide by the internationally recognised co-operative values and Co-operative Principles as defined by the International Co-operative Alliance. This article is Entrenched in accordance with section 22 of the Act, any alteration to this article requires the approval of 100% of the Members.

Powers

- 6 To further its objects the Co-operative may do all such lawful things as may further the Co-operative's objects and, in particular, but, without limitation, may borrow or raise and secure the payment of money for any purpose including for the purposes of investment or of raising funds.

MEMBERS

- 7 The subscribers to the memorandum of association are the first Members of the Co-operative.
- 8 Such other Persons as are admitted to membership in accordance with these Articles shall be Members of the Co-operative. No Person shall be admitted as a Member of the Co-operative unless he or she is approved by the Facilitators as meeting the criteria for membership set out in these Articles.

Membership criteria

- 9 The criteria for membership that shall be applied by the Facilitators follows below

Supporter Members

- 10 Any natural person, unincorporated body, firm, partnership or corporate body that operates in an associated field of activity to the Co-operative or that has an interest in supporting the Co-operative's business
- 11 In accordance with the Co-operative Principle of voluntary and open membership, whilst the Co-operative shall undertake to encourage those persons meeting the membership criteria to become Members, membership must be voluntary and as a result cannot be a condition of employment
- 12 Membership is not transferable to anyone else

Applications for Membership

- 13 Every person who wishes to become a Member must support the aims of the Co-operative and shall deliver to the Co-operative an application for Membership in such form (and containing such information) as the Facilitators require and executed by him or her. The Facilitators shall approve each application for membership
- 14 A corporate body which is a Member shall, by resolution of its governing body appoint a representative who has attained the age of 16. The representative may, during the continuance of her/his appointment, be entitled to exercise all such rights and powers as the corporate body would exercise if it were an individual person. Each corporate body Member shall supply notification in Writing to the Co-operative of its choice of representative

Member Commitment

- 15 All Members agree to attend general meetings and take an active interest in the operation and development of the Co-operative and its business. Members have a duty to respect the confidential nature of the business decisions of the Co-operative
- 16 In accordance with the Co-operative Principle of education, training and information, the Co-operative shall provide potential Members with information about what the role of a Member is within the Co-operative and will provide training in the skills required to be a Member and to participate in the operation of the Co-operative
- 17 The Co-operative shall provide ongoing education and training in co-operative values and Co-operative Principles and associated topics. The Co-operative shall support its Members by ensuring that meetings are accessible and encourage participation

Termination of Membership

- 18 Membership is terminated if
- (a) The Member dies, or in the opinion of the Facilitators is unable to carry out their duties, or ceases to exist,
 - (b) Otherwise in accordance with these articles where the Member

- (i) Ceases to meet the Co-operative's criteria for membership, or
- (ii) Fails in the opinion of the Facilitators unreasonably to pay any fee or other monies due to the Co-operative, or
- (iii) Resigns in Writing as a Member of the Co-operative to the Secretary, or
- (iv) Is expelled from membership in accordance with these Articles

Removal of a Member

- 19 A Member may be expelled from membership by a resolution of the Co-operative stating that it is in the best interests of the Co-operative that her/his/its membership is terminated. A resolution to remove a Member from membership may only be passed if
- (a) The Member has been given at least 21 days' notice in Writing of the general meeting at which the resolution to expel them will be proposed and the reasons why it is to be proposed, and
 - (b) The Member or, at the option of the Member, an individual who is there to represent them (who need not be a Member of the Co-operative) has been allowed to make representations to the general meeting

GENERAL MEETINGS

- 20 The Co-operative shall in each calendar year hold a general meeting of the Members as its annual general meeting and shall specify the meeting as such in the notices calling it. The first annual general meeting shall be held within 18 months of incorporation. Every annual general meeting except the first shall be held not more than 15 months after the previous annual general meeting.
- 21 The business of an annual general meeting shall comprise, where appropriate
- (a) Consideration of accounts and balance sheets,
 - (b) Consideration of Facilitator's and auditor's reports,
 - (c) Elections to replace retiring Facilitators,
 - (d) Appointment and remuneration of the auditor (or their equivalent).
- 22 In accordance with the Co-operative Principle of democratic member control, the Co-operative shall ensure that, in addition to the annual general meeting, at least four other general meetings are held annually. The purpose of these meetings is to ensure that Members are given the opportunity to participate in the decision-making process of the Co-operative, review the business planning and management processes and to ensure the Co-operative manages itself in accordance with the co-operative values and Co-operative Principles.

Calling a General Meeting

- 23 The Facilitators may convene a general meeting or, in accordance with the Companies Acts, 10% of the membership may, in Writing, require the Facilitators to call a general meeting.

Notices

- 24 The Facilitators shall call the Annual General Meeting giving 14 clear days' notice to all Members. All other general meetings shall be convened with at least 14 clear days' notice but may be held at shorter notice if so agreed in Writing by a majority of Members together holding not less than 90% of the total voting rights of the Co-operative.
- 25 All notices shall specify the date, time and place of the meeting along with the general nature of business to be conducted and any proposed resolutions. The notice must also contain a statement setting out the right of each Member to appoint a proxy.
- 26 The accidental omission to give notice of a meeting to or non-receipt of notice of a meeting by any Person entitled to receive notice shall not invalidate proceedings at that meeting.

Proxies

- 27 A Member who is absent from a general meeting may appoint any person to act as their proxy, provided that no Person shall hold a proxy for more than five Members at any one time in any general meeting.
- 28 Proxies may only validly be appointed by a notice in Writing 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 Facilitators may determine, and
 - (d) Is delivered to the Co-operative in accordance with the Articles and any instructions contained in the notice of the general meeting to which they relate.
- 29 The Co-operative may require proxy notices to be delivered in a particular form and may specify different forms for different purposes.
- 30 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 of the resolutions, otherwise the proxy notice shall be treated as allowing the Person appointed the discretion as how to vote on any matter.
- 31 A Person who is entitled to attend, speak or vote (either on a show of hands or a poll) at a general meeting remains so entitled in respect of that meeting or any adjournment of the general meeting to which it relates.
- 32 An appointment using a proxy notice may be revoked by delivering to the Co-operative a notice in Writing given by or on behalf of the Person by whom or on whose behalf the proxy notice was given. A notice revoking a proxy appointment only takes effect if it is delivered before the start of the meeting or the adjourned meeting to which it relates.
- 33 If a proxy notice is not signed by the Person appointing the proxy, it must be accompanied by evidence in Writing that the person signing it has the authority to execute it on the appointor's behalf.

Quorum

- 34 No business shall be transacted at a general meeting unless a quorum of Members is present, either in person or represented by proxy. Unless amended by special resolution of the Co-operative, a quorum shall be ten Members or one-third of the membership, whichever is the lesser.

Chairing General Meetings

- 35 Members shall appoint one of their number as the chairperson to facilitate general meetings. If s/he is absent or unwilling to act at the time any meeting proceeds to business then the Members present shall choose one of their number to be the chairperson for that meeting. The appointment of a chairperson shall be the first item of business at the general meeting.

Attendance and Speaking at General Meetings

- 36 A Member is able to exercise the right to speak at a general meeting and is deemed to be in attendance when that Person is in a position to communicate to all those attending the meeting. The Facilitators may make whatever arrangements they consider appropriate to enable those attending a general meeting to exercise their rights to speak or vote at it including by electronic means. In determining attendance at a general meeting, it is immaterial whether any two or more Members attending are in the same place as each other.
- 37 The chairperson of the meeting may permit other persons who are not Members of the Co-operative to attend and speak at general meetings, without granting any voting rights.
- 38 A person who is not a Member of the Co-operative shall not have any right to vote at a general meeting of the Co-operative, but this is without prejudice to any right to vote on a resolution affecting the rights attached to a class of the Co-operative's debentures. The chairperson of the meeting may permit other persons who are not Members of the Co-operative to attend and speak at general meetings, without granting any voting rights.

Adjournment

- 39 If a quorum is not present within half an hour of the time the general meeting was due to commence, or if during a meeting a quorum ceases to be present, the chairperson must adjourn the meeting. If within half an hour of the time the adjourned meeting was due to commence a quorum is not present, the Members present shall constitute a quorum.
- 40 The chairperson of a general meeting may adjourn the meeting whilst a quorum is present if
- (a) The meeting consents to that adjournment, or
 - (b) It appears to the chairperson that an adjournment is necessary to protect the safety of any persons attending the meeting or to ensure that the business of the meeting is conducted in an orderly manner.
- 41 The chairperson must adjourn the meeting if directed to do so by the meeting.

- 42 When adjourning a meeting the chairperson must specify the date, time and place to which it will stand adjourned or that the meeting is to continue at a date, time and place to be fixed by the Facilitators
- 43 If the meeting is adjourned for 14 days or more, at least 7 clear days' notice of the adjourned meeting shall be given in the same manner as the notice of the original meeting
- 44 No business shall be transacted at an adjourned meeting other than business which could not properly have been transacted at the meeting if the adjournment had not taken place

Voting

- 45 In accordance with the Co-operative Principle of democratic member control, each Member shall have one vote on any question to be decided in general meeting. This article is Entrenched in accordance with section 22 of the Act, any alteration to this article requires the approval of 100% of the Members
- 46 A resolution put to the vote at a general meeting shall be decided on a show of hands unless a poll is duly demanded in accordance with these Articles
- 47 In the case of an equality of votes, whether on a show of hands or a poll, the chairperson shall not have a second or casting vote and the resolution shall be deemed to have been lost

Poll Votes

- 48 A poll on a resolution may be demanded
- (a) In advance of the general meeting where the matter 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
- 49 A poll may be demanded by
- (a) The chairperson of the meeting,
 - (b) The Facilitators,
 - (c) Two or more persons having the right to vote on a resolution
- 50 A demand for a poll may be withdrawn if the poll has not yet been taken and the chairperson consents to the withdrawal
- 51 Polls must be taken immediately and in such manner as the chairperson of the meeting directs, provided that each Member shall have only one vote

Resolutions

- 52 Decisions at general meetings shall be made by passing resolutions
- (a) Decisions involving an alteration to articles that have been Entrenched in accordance with section 22 of the Act require the approval of 100% of the Members

- (b) The following decisions must be made by special resolution
- (i) Decisions involving an alteration to the Articles of the Co-operative, except where an article is Entrenched as detailed above,
 - (ii) Decisions to expel Members,
 - (iii) Decisions to dispose of assets of the Co-operative equivalent in value to one-third of the Co-operative's last published balance sheet, as detailed in these Articles,
 - (iv) The decision to wind up the Co-operative,
 - (v) Other decisions which are required so by statute
- (c) All other decisions shall be made by ordinary resolution

- 53 A special resolution is one passed by a majority of not less than 75% of votes cast at a general meeting and an ordinary resolution is one passed by a simple majority (51%) of votes cast
- 54 Resolutions may be passed at general meetings or by written resolution
- 55 A written resolution passed by Members shall be effective if it has been passed in accordance with the requirements of the Act which includes sending a copy of the proposed resolution to every Member. Written resolutions may comprise several copies to which one or more Members have signified their agreement
- 56 A written resolution shall be deemed to have been passed if, within 28 days of the written resolution's circulation date
- (a) Written approval has been received from at least 75% of the Members where the resolution is a special resolution,
 - (b) Written approval has been received from at least 51% of the Members where the resolution is an ordinary resolution
- 57 In accordance with the Companies Acts, resolutions to remove a Facilitator or auditor (or their equivalent) of the Co-operative before the end of his/her period of office shall not be passed by written resolution

FACILITATORS

- 58 The Co-operative shall have a Facilitators comprising not less than two Facilitators
- 59 Those persons notified to the Registrar of Companies on incorporation and such others as they may determine in writing shall be the initial Facilitators of the Co-operative from incorporation until the first annual general meeting
- 60 Only persons who are aged 16 years or more may serve as a Facilitator

Elected Facilitators

- 61 The Facilitators shall be elected by and from the Co-operative's Members. The maximum number of Facilitators shall be determined by a general meeting of the Co-operative from time to time.

Retirement Cycle

- 62 At the first annual general meeting all Facilitators shall stand down. At every subsequent annual general meeting one-third of the Facilitators, or if their number is not a multiple of three then the number nearest to one-third, shall retire from office. The Facilitators to retire shall be the Facilitators who have been longest in office since their last election. Where Facilitators have held office for the same amount of time the Facilitators to retire shall be decided by lot. A retiring Facilitator shall be eligible for re-election.

Co-option of Facilitators

- 63 In addition the Facilitators may co-opt up to two external independent Facilitators who need not be Members and are selected for their particular skills and/or experience. Such external independent Facilitators shall serve a fixed period determined by the Facilitators at the time of the co-option, subject to a review at least every 12 months. External independent Facilitators may be removed from office at any time by a resolution of the Facilitators.
- 64 The Facilitators may at any time fill a casual vacancy on the Facilitators by co-option. Such co-opted individuals must be Members of the Co-operative and will hold office as Facilitator only until the next annual general meeting.

Facilitator Education and Training

- 65 In accordance with the Co-operative Principle of education, training and information, before accepting a position as Facilitator an individual must agree to undertake training during their first year of office as deemed appropriate by the Co-operative. Such training to include that which provides information on the roles and responsibilities of being a Facilitator of a company which is also a co-operative.

Powers and Duties of the Facilitators

- 66 The Facilitators are responsible for the management of the Co-operative's business and, subject to these Articles and directions given by special resolution, they may exercise all the powers of a company for this purpose. No such special resolution invalidates anything which the Facilitators have done before the passing of the special resolution.
- 67 The Facilitators shall have the power to determine policies and procedures associated with membership including setting subscription levels.
- 68 All decisions made by a meeting of the Facilitators or by any person acting as a Facilitator shall remain valid even if it is later discovered that there was some defect in the Facilitator's appointment or that the individual had previously been disqualified from acting as a Facilitator.

Delegation

- 69 Subject to these Articles, the Facilitators may delegate any of the powers which are conferred on them under these Articles to any Person or committee consisting of Members.

of the Co-operative, by such means, to such an extent, in relation to such matters and on such terms and conditions as they think fit

- 70 The Facilitators may specify that any such delegation may authorise further delegation of the powers by any person to whom they are delegated
- 71 The Facilitators may revoke any delegation in whole or in part or alter any terms and conditions

Sub-Committees

- 72 A sub-committee to which the Facilitators delegate any of their powers must follow procedures which are based as far as they are applicable on those provisions of these Articles which govern the taking of decisions by Facilitators
- 73 The Facilitators may make Regulations for all or any sub-committees, provided that such Regulations are not inconsistent with these Articles
- 74 All acts and proceedings of any sub-committee must be fully and promptly reported to the Facilitators

PROCEEDINGS OF THE FACILITATORS

Calling a Meeting of the Facilitators

- 75 Any Facilitator may, and the Secretary on the requisition of a Facilitator shall, call a meeting of the Facilitators by giving reasonable notice of the meeting to all Facilitators. Notice of any meeting of the Facilitators must indicate the date, time and place of the meeting and, if the Facilitators participating in the meeting will not be in the same place, how they will communicate with each other

Proceedings of a Meeting of the Facilitators

- 76 The Facilitators may meet together for the despatch of business, adjourn and otherwise regulate their meetings as they think fit
- 77 A Facilitator is able to exercise the right to speak at a meeting of the Facilitators and is deemed to be in attendance when that person is in a position to communicate to all those attending the meeting. The Facilitators may make whatever arrangements they consider appropriate to enable those attending a meeting of the Facilitators to exercise their rights to speak or vote at it including by Electronic Means. In determining attendance at a meeting of the Facilitators, it is immaterial whether any two or more Facilitators attending are in the same place as each other
- 78 Questions arising at a Facilitators' meeting shall be decided by a majority of votes. In all proceedings of Facilitators each Facilitator must not have more than one vote. In the case of an equality of votes the status quo shall be maintained and the Facilitators may choose to refer the matter to a general meeting of the Co-operative
- 79 A written resolution, circulated to all Facilitators and signed by a simple majority (51%) of Facilitators, shall be valid and effective as if it had been passed at a Facilitators' meeting duly convened and held. A written resolution may consist of several identical Documents signed by one or more Facilitators

- 80 The Facilitators may, at its discretion, invite other persons to attend its meetings with or without speaking rights and without voting rights. Such attendees will not count toward the quorum.
- 81 The Facilitators must ensure that the Co-operative 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 Facilitators.

Quorum

- 82 The quorum necessary for the transaction of business at a meeting of the Facilitators shall be 50% of the Facilitators or 2, whichever is the greater.
- 83 If at any time the total number of Facilitators in office is less than the quorum required, the Facilitators must not take any decisions other than to appoint further Facilitators or to call a general meeting so as to enable the Members to appoint further Facilitators.

Chairperson

- 84 Facilitators shall appoint one of their number as the chairperson to facilitate meetings of the Facilitators. If s/he is absent or unwilling to act at the time any meeting proceeds to business then the Facilitators present shall choose one of their number to be the chairperson for that meeting. The appointment of a chairperson shall be the first item of business at the meeting.

Declaration of Interest

- 85 Whenever a Facilitator has a personal, financial or material interest, whether directly or indirectly, in a matter to be discussed at a meeting and whenever a Facilitator has an interest in another unincorporated body, firm, partnership or corporate body whose interests are reasonably likely to conflict with those of the Co-operative in relation to a matter to be discussed at a meeting, notwithstanding matters relating to the terms of business of the Co-operative, s/he must,
- (a) Declare the nature and extent of the interest before the discussion begins on the matter,
 - (b) Withdraw from that part of the meeting unless expressly invited by the chairperson of the meeting to remain,
 - (c) Not be counted in the quorum for that part of the meeting,
 - (d) Withdraw during the vote and have no vote on the matter.

Provided that nothing in this Article shall prevent a Facilitator from counting towards the quorum for Facilitators' meetings and voting in respect of her/his own contract of employment or in respect of bonus or other payments to Members.

- 86 Subject to anything to the contrary in these Articles
- (a) In accordance with (but subject to) the Companies Acts, the Facilitators may give authorisation in respect of a situation in which a Facilitator has, or could have, a direct or indirect interest that conflicts, or possibly may conflict, with the interests of the Co-operative, and

(b) In authorising a situation the Facilitators may decide, whether at the time of giving the authorisation or subsequently, that if the conflicted Facilitator has obtained any information through her/his involvement in the situation otherwise than as a Facilitator and in respect of which s/he owes a duty of confidentiality to another Person, the Facilitator is under no obligation to.

(i) Disclose that information to the Co-operative, and/or

(ii) Use that information for the benefit of the Co-operative,

where to do so would amount to a breach of confidence.

Remuneration and Expenses

87 Facilitators are entitled to such remuneration as the Facilitators determine. Facilitators may undertake any services for the Co-operative that the Facilitators decide

(a) for their services to the Co-operative as Facilitators, and

(b) for any other service which they undertake for the Co-operative

88 Subject to the articles, a Facilitator'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 Facilitator

89 Unless the Facilitators decide otherwise, Facilitators' remuneration accrues from day to day

90 Unless the Facilitators decide otherwise, Facilitators are not accountable to the Company for any remuneration which they receive as Facilitators or other officers or employees of the Co-operative's subsidiaries or of any other body corporate in which the Co-operative is interested

91 The Co-operative may pay any reasonable expenses which the Facilitators properly incur in connection with their attendance at meetings or otherwise in connection with the exercise of their powers and the discharge of their responsibilities in relation to the Co-operative

Termination of a Facilitator's Appointment

92 A person ceases to be a Facilitator of the Co-operative as soon as

(a) That person ceases to be a Member of the Co-operative (unless they are a co-opted external independent Facilitator),

(b) That person resigns from office in Writing to the Secretary of the Co-operative, and such resignation has taken effect in accordance with its terms,

(c) That person is removed from office by a resolution of the Co-operative in general meeting in accordance with these Articles and the Companies Acts,

- (d) That person is absent from 3 meetings of the Facilitators during a continuous period of 12 months without special leave of absence granted by the Facilitators and the Facilitators pass a resolution that s/he has by reason of such absence vacated office,
- (e) Where the individual is the representative of a Member organisation, the Member organisation removes their endorsement of that representative,
- (f) Where the individual is the representative of a Member organisation that Member organisation ceases to exist,
- (g) That person ceases to be a Facilitator by virtue of any provision of the Companies Acts or is prohibited from being a Facilitator by law,
- (h) A bankruptcy order is made against that person,
- (i) A registered medical practitioner who is treating that person gives a written opinion to the Co-operative stating that the person has become physically or mentally incapable of acting as a Facilitator and may remain so for more than three months,
- (j) 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

Removal of a Facilitator

- 93 A Facilitator may be expelled from office by a resolution of the Co-operative stating that it is in the best interests of the Co-operative that her/his office is terminated. A resolution to remove a Facilitator from office may only be passed if
- (a) The Facilitator has been given at least 21 days' notice in Writing of the general meeting at which the resolution to remove them from office will be proposed and the reasons why it is to be proposed, and
 - (b) The Facilitator or, at the option of the Facilitator, the Facilitator's representative (who need not be a Member of the Co-operative) has been allowed to make representations to the general meeting

SECRETARY

- 94 The Facilitators shall appoint a Secretary of the Co-operative for such term and at such remuneration and upon such conditions as they think fit. Any Secretary so appointed may also be removed by them.
- 95 A provision of the Companies Acts or these Articles requiring or authorising a thing to be done by or to a Facilitator and the Secretary shall not be satisfied by its being done by or to the same person acting in both capacities.

REGULATIONS

- 96 The Co-operative in a general meeting or the Facilitators may from time to time make, adopt and amend such Regulations in the form of bye-laws, standing orders, secondary rules or otherwise as they think fit for the management, conduct and regulation of the affairs of the Co-operative and the proceedings and powers of the Facilitators and sub-

committees No regulation shall be made which is inconsistent with these Articles or the Companies Acts All members of the Co-operative and the Facilitators shall be bound by such Regulations whether or not they have received a copy of them

LIABILITY OF MEMBERS

- 97 The liability of Members is limited to £1 Every Member of the Co-operative undertakes to contribute to the assets of the Co-operative in the event of it being wound up while s/he/it is a Member or within one year of her/him/it ceasing to be a Member The contribution shall be for payment of the debts and liabilities of the Co-operative contracted while s/he/it was a Member and of the costs, charges or expenses of winding up and for the adjustments of the rights of the contributories amongst themselves Each Member's contribution shall not exceed £1

APPLICATION OF PROFIT

- 98 The profit of the Co-operative shall be applied in the following ways, in such proportions and in such manner as the general meeting shall decide from time to time
- (a) To create a general reserve for the continuation and development of the Co-operative,
 - (b) In accordance with the Co-operative Principle of concern for community to make payment for social, co-operative and community purposes which would further the community benefit

ASSET LOCK

- 99 In accordance with the Co-operative Principles of democratic member control and member economic participation, the Facilitators shall not be entitled to sell or otherwise dispose of assets (in a single transaction or series of transactions) equivalent in value to one-third or more of the total value of the last published balance sheet of the Co-operative without the approval of the Members by special resolution
- 100 The Co-operative, being a community interest company, shall not transfer any of its assets other than for full consideration Provided the condition specified in the Article immediately below is satisfied, this Article shall not apply to
- (a) The transfer of assets to any specified Asset Locked Body or (with the consent of the Regulator) to any other Asset Locked Body, and
 - (b) The transfer of assets made for the benefit of the community other than by way of a transfer of assets to an Asset Locked Body
- 101 The conditions are that the transfer of assets must comply with any restrictions on the transfer of assets for less than full consideration which may be set out elsewhere in the Memorandum and Articles of the Co-operative
- 102 If the Co-operative is wound up under the Insolvency Act 1986, and all its liabilities have been satisfied then any residual assets shall be given or transferred to the Asset Locked Body specified in the Article below
- 103 For the purposes of the above Article the following Asset Locked Body is specified as a potential recipient of the Co-operative's assets under the Articles above

Name	The University of Nottingham (in particular the University's School of Education or any successor department to fund students on the MA PCEP or any successor course to attend research conferences,)
Charity Registration Number (if applicable)	N/A
Company Registration Number (if applicable)	RC000664
Registered Office	The University of Nottingham University Park Nottingham NG7 2RD United Kingdom

ADMINISTRATIVE ARRANGEMENTS

Means of Communication

- 104 A Member may provide their consent to receive communications from the Co-operative by Electronic Means
- 105 Subject to these Articles, anything sent or supplied by or to the Co-operative under the Articles may be sent or supplied in any way in which the Companies Acts provides. Any notice or Document to be sent or supplied to a Facilitator in connection with the taking of decisions by Facilitators may also be sent or supplied by the means by which that Facilitator has asked to be sent or supplied with such notices or Documents for the time being. A Facilitator may agree with the Co-operative that notices or Documents sent to her/him in a particular way are to be deemed to have been received within a specified time or their being sent, and for the specified time to be less than 48 hours.

Seal

- 106 If the Co-operative has a seal, it shall only be used by the authority of the Facilitators acting on behalf of the Co-operative. Every instrument to which the seal shall be attached shall be signed by a Facilitator and countersigned by a second Facilitator, the Secretary, or a Member of the Co-operative appointed by the Facilitators for the purpose.

Registers

- 107 The Facilitators shall ensure accurate registers are maintained which shall include a register of Members, a register of Facilitators and such other registers as required by the Acts.

Register of Members

- 108 The Co-operative shall maintain a register of Members which records their/its name, Address (in the case of a corporate body the registered office address), and the dates on which s/he/it became a Member and ceased to be a Member. A Member shall notify the

Secretary of the Co-operative within seven days of any change to her/his/its name or Address

- 109 An entry on the register relating to a former Member of the Co-operative may be removed from the register after the expiration of 10 years from the date on which s/he/it ceased to be a Member

Register of Facilitators

- 110 The Co-operative shall maintain a register of Facilitators which shall include the following particulars

- (a) Name of the Facilitator and any former names used by her/him for business purposes,
- (b) Service address,
- (c) Country of residence,
- (d) Nationality,
- (e) Business occupation, if any,
- (f) Date of birth

- 111 The register of Facilitators shall be open for inspection to any Member of the Co-operative without charge and to any other Person on payment of such fee as may be prescribed

- 112 The Co-operative shall also maintain a register of Facilitator's residential addresses which is not available for inspection

Minutes

- 113 The Co-operative shall ensure that minutes are kept of all

- (a) Proceedings at meetings of the Co-operative, and
- (b) Proceedings at meetings of the Facilitators and its sub-committees which include names of the Facilitators present, decisions made and the reasons for those decisions

Accounts

- 114 The Facilitators shall cause proper accounts to be kept and circulated in accordance with the Companies Acts with respect to

- (a) All sums of money received and expended by the Co-operative and the matters in which the receipt and expenditure takes place,
- (b) All sales and purchases of goods by the Co-operative,
- (c) The assets and liabilities of the Co-operative

- 115 Proper accounts shall be deemed to have been kept if they give a true and fair record of the state of the Co-operative's affairs and explain its transactions
- 116 The accounts shall be kept at the registered office of the Co-operative or, subject to the Acts, at such other place or places as the Facilitators think fit, and shall always be open to the inspection of all Members and other Persons authorised by the Co-operative in a general meeting
- 117 The Facilitators shall prepare and present to the Members such regular financial reports, results and cash flow predictions showing the current financial position of the Co-operative as the Members in a general meeting shall require to be laid before them

Audit

- 118 The Co-operative may decide if it meets the qualifying criteria to apply the small company audit exemptions. If not, at least once in every year the accounts of the Co-operative shall be examined and the correctness of the income and expenditure account and balance sheet ascertained by one or more properly qualified auditors (or their equivalents)
- 119 Auditors (or their equivalents) shall be appointed and their duties regulated in accordance with the Companies Acts

Borrowing from Members

- 120 In accordance with the Co-operative Principle of member economic participation the interest paid by the Co-operative on money borrowed from Members shall not exceed such rate as is necessary to attract and retain the capital required to further the Co-operative's objects and purpose

Social Accounting and Reporting

- 121 In addition to any financial accounts required by the Companies Acts, the Members may resolve to undertake an account of the activities of the Co-operative which will endeavour to measure its co-operative, social and environmental performance using whatever methodology the Members deem appropriate. Following the completion of such an account the Co-operative shall report any findings to its Members and other stakeholders

Indemnity and Insurance

- 122 Subject to the following article, any Facilitator or former Facilitator of the Co-operative may be indemnified out of the Co-operative's assets against
- (a) Any liability incurred by that Facilitator in connection with any negligence, default, breach of duty or breach of trust in relation to the Co-operative,
 - (b) Any liability incurred by that Facilitator in connection with the activities of the Co-operative in its capacity as a trustee of an occupational pension scheme (as per the Act),
 - (c) Any other liability incurred by that Facilitator as an officer of the Co-operative
- 123 The above article does not authorise any indemnity which would be prohibited or rendered void by any provision of the Companies Acts or any other provision of law

- 124 The Facilitators may decide to purchase and maintain insurance, at the expense of the Co-operative, for the benefit of any Facilitator or former Facilitator of the Co-operative in respect of any loss or liability which has been or may be incurred by such a Facilitator in connection with their duties or powers in relation to the Co-operative or any pension fund or employees' share scheme of the Co-operative

- Co-operatives^{UK} 2010 -

CIC 36

Declarations on Formation of a Community Interest Company¹

*Please
complete in
typescript,
or in bold
black
capitals.*

Company Name in full

The Human Flourishing Project

CIC
~~Community Interest Company~~

SECTION A: COMMUNITY INTEREST STATEMENT – beneficiaries

- 1 We/I, the undersigned, declare that the company will carry on its activities for the benefit of the community, or a section of the community². [Insert a short description of the community, or section of the community, which it is intended that the company will benefit below]
¹

The company's activities will provide benefit to ...

The project will provide free counselling and psychotherapy services to people from local communities within the city of Nottingham. To access the project's services, clients are able to self-refer or be referred from public, voluntary and private sector organisations.

Day-to-day centre management will be led by Masters level psychotherapy students and supported by qualified therapists who will work with the students to inform the general running of the centre and to assume central responsibility for therapeutic work undertaken in the research centre.

The HFP Steering Group will oversee operational activity and strategic development. The Steering Group will inform and monitor the project's governance and will be comprised of internal and external stakeholders.

COMPANY NAME

The Human Flourishing Project CIC

SECTION B: Community Interest Statement – Activities & Related Benefit

Please indicate how it is proposed that the company's activities will benefit the community, or a section of the community. Please provide as much detail as possible to enable the CIC Regulator to make an informed decision about whether your proposed company is eligible to become a community interest company. It would be useful if you were to explain how you think your company will be different from a commercial company providing similar services or products for individual or personal gain.

Activities (Tell us here what the company is being set up to do)	How will the activity benefit the community? (The community will benefit by)
Counselling	<i>The organisation will provide a service to the community of Nottingham. This service will be free to service users, providing them with psychotherapy. We will take clients that self-refer as well as clients referred by existing agencies, some of whom are oversubscribed, with long waiting lists for talking therapies.</i> <i>The service will run by appointment, seven days a week.</i>
If the company makes any surplus it will be used for . Projected surpluses will be reinvested to expand the service provision	

(Please continue on separate sheet if necessary.)

COMPANY NAME

The Human Flourishing Project CIC

SECTION C:

1. We/I, the undersigned, declare that the company in respect of which this application is made will not be:

- (a) a political party;
- (b) a political campaigning organisation; or
- (c) a subsidiary of a political party or of a political campaigning organisation.⁴

SECTION D:

Each person who will be a first director of the company must sign the declarations.


Signed



Date

15/11/16

Signed



Date

14/11/16

Signed

Date

Signed

Date

Signed

Date

Signed

Date

Signed

Date

Signed

Date

Signed

Date

Signed

Date

CHECKLIST**Have the first directors sign the CIC36?**

This form must be accompanied by the following documents:

- (a) Memorandum of Association
- (b) Articles of Association, which comply with requirements imposed by section 32 of the Act and Part 3 of the Regulations or which are otherwise appropriate in connection with becoming a community interest company
- (c) Form IN01- you need to indicate that the proposed company is adopting bespoke articles.
- (d) Any completed continuation sheets
- (e) A cheque for £35 made payable to Companies House

You do not have to give any contact information in the box opposite but if you do, it will help the Registrar of Companies to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record.

Jennifer Holland	LINDA BARLOW	
43 St Leonards St	CO-OPERATIVES UK	
Stamford	HOLYOAKE HOUSE, HANOVER ST	
Lines PE9 2HN	MANCHESTER	Tel 07709437206 0161 214 1773
DX Number	M60 0AS	DX Exchange

When you have completed and signed the form, please send it to the Registrar of Companies at:

For companies registered in England and Wales: Companies House, Crown Way, Cardiff, CF14 3UZ
DX 33050 Cardiff

For companies registered in Scotland: Companies House, 4th Floor, Edinburgh Quay 2, 139
Fountainbridge, EH3 9FF DX 235 Edinburgh

For companies registered in Northern Ireland: Companies House, 2nd Floor, The Linenhall, 32-38
Linenhall Street, Belfast, BT2 8BG

NOTES

¹ This form will be placed on the public record. Any information relevant to the application that you do not wish to appear on the public record, should be described in a separate letter addressed to the CIC Regulator and delivered to the Registrar of Companies with the other documents.

² The community interest test is referred to in section 35 of the Companies (Audit, Investigations and Community Enterprise) Act 2004 and is expanded upon in regulations 3, 4 & 5 of the Regulations.

³ E.g. "the residents of Oldtown" or "those suffering from XYZ disease".

⁴ A company is not eligible to be formed as a community interest company if it will be an "excluded company". If you are not sure whether the company which you wish to form falls into any of these categories, you should refer to the definitions of the terms "political party", "political campaigning organisation" and "subsidiary" (and of the related terms "election", "governmental authority", "public authority" and "referendum") in Regulation 2 of the Regulations before completing this form.