

COMPANY NUMBER: 11519561

PRIVATE COMPANY LIMITED BY SHARES

WRITTEN RESOLUTION

of

SCR FIC LIMITED

(the "Company")

SATURDAY



Circulation Date: 19 December 2018 ("Circulation Date")

Pursuant to Chapter 2 of Part 13 of the Companies Act 2006, the directors of the Company propose that the following resolutions be passed as Ordinary and Special Resolutions of the Company ("Resolutions"):

ORDINARY RESOLUTION

1. THAT the 1 issued ordinary share of £1.00 each in the capital of the Company currently registered in the name of David Trembath and Roger Acock be and is hereby redesignated as 1 A share of £1.00 each and the 1 issued ordinary share of £1.00 each in the capital of the Company currently registered in the name of Shaun Charles Roach be and is hereby redesignated as 1 B share of £1.00 each in the capital of the Company, each having the right and being subject to the restrictions set out in the Articles of Association of the Company ("Articles") adopted pursuant to resolution 2 below.



SPECIAL RESOLUTION

2. THAT the approval and adoption of the Articles contained in the document attached to these Resolutions in substitution for and to the exclusion of the existing Articles of Association of the Company be approved with immediate effect.

AGREEMENT

Please read the notes at the end of this document before signifying your agreement to the Resolutions.

The undersigned, being all the persons entitled to vote on the Resolutions on the Circulation Date hereby irrevocably agree to the Resolutions:



.....
DAVID JOHN TREMBATH and
ROGER JAMES ACOCK

19 December 2018
.....
Dated



SHAUN CHARLES ROACH

19 December 2018

Dated

NOTES

You can agree to all of the Resolutions or none of the Resolutions.

1. If you agree with the Resolutions, please indicate your agreement by signing and dating this document where indicated above and returning it to the Company using one of the following methods:

By Hand: delivering the signed copy to the directors at the registered office.

By Post: returning the signed copy by post to the directors at the registered office.

If you do not agree to the Resolutions, you do not need to do anything: you will not be deemed to agree if you fail to reply.

2. Once you have indicated your agreement to the Resolutions, you may not revoke your agreement.
3. Unless within 28 days of the Circulation Date sufficient agreement has been received for all of the Resolutions to pass, they will lapse. If you agree to the Resolutions, please ensure that your agreement reaches us before or during this date.
4. If you are signing this document on behalf of a person under a power of attorney or other authority please send a copy of the relevant power of attorney or authority when returning this document.

The Companies Act 2006

Articles of association of a limited company having a share capital

ARTICLES OF ASSOCIATION

of

SCR FIC LIMITED

PART 1: INTERPRETATION AND LIABILITY

1 Defined terms and interpretation

1.1 In the Articles, unless the context requires otherwise:

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|----------------------------------|---|
| “A Share” | means a voting A share of £1.00 in the issued share capital of the Company; |
| “Alternate Director” | means an alternate director appointed in accordance with Article 24; |
| “Articles” | means the Company’s articles of association from time to time; |
| “B Share” | means a non-voting B share of £1.00 in the issued share capital of the Company; |
| “bankruptcy” | includes individual insolvency proceedings in a jurisdiction other than England and Wales or Northern Ireland which have an effect similar to that of bankruptcy; |
| “Chairman” | means the chairman appointed in accordance with Article 14; |
| “Chairman of the Meeting” | has the meaning given in Article 52; |
| “Companies Acts” | means the Companies Acts (as defined in section 2 of the Companies Act 2006), in so far as they apply to the Company; |
| “Company” | means SCR FIC Limited, registered with company number 11519561; |
| “Director” | means a director of the Company, and includes any person occupying the position of director, by whatever name called; |

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| “Distribution Recipient” | has the meaning given in Article 44; |
| “document” | includes, unless otherwise specified, any document sent or supplied in electronic form; |
| “Eligible Director” | has the meaning given in Article 10; |
| “Encumbrance” | means any mortgage, charge, security, interest, lien, pledge, assignment by way of security, equity, claim, right of pre-emption, option, covenant, restriction, reservation, lease, trust, order, decree, judgement, title defect (including any retention of title claim) or any other encumbrance of any nature whatsoever (whether or not perfected other than liens arising by operation of law); |
| “fully paid” | in relation to a Share means that the nominal value and any premium to be paid to the Company in respect of that Share have been paid to the Company; |
| “Holder” | in relation to a Share means the person whose name is entered in the register of members as the holder of the Share; |
| “instrument” | means a document in hard copy form; |
| “paid” | means paid or credited as paid; |
| “participate” | in relation to a Directors’ meeting, has the meaning given in Article 12; |
| “Proxy Notice” | has the meaning given in Article 58; |
| “Relevant Officer” | means any person who is or was at any time a Director, secretary or other officer (except an auditor) of the Company or of any undertaking in the same group as the Company; |
| “Share” | means an A Share, a B Share or any other share in the issued share capital of the Company; |
| “Transmittee” | means a person entitled to a Share by reason of the death or bankruptcy of a member or otherwise by operation of law; and |
| “writing” | means the representation or reproduction of words, symbols or other information in a visible form by any method or combination of methods, whether sent or supplied in electronic form or otherwise. |

- 1.2 The relevant model articles (within the meaning of section 20 of the Companies Act 2006) are excluded from the Articles.
- 1.3 Unless the context otherwise requires, other words or expressions contained in the Articles bear the same meaning as in the Companies Act 2006 as in force on the date when the Articles become binding on the Company.
- 1.4 Except where the contrary is stated or the context otherwise requires, any reference in the Articles to a statute or statutory provision includes any order, regulation, instrument or other subordinate legislation made under it for the time being in force, and any reference to a statute, statutory provision, order, regulation, instrument or other subordinate legislation includes any amendment, extension, consolidation, re-enactment or replacement of it for the time being in force.
- 1.5 Words importing the singular number only include the plural and vice versa. Words importing the masculine gender include the feminine and neuter gender. Words importing persons include corporations.

2 Liability of members

The liability of the members is limited to the amount, if any, unpaid on the Shares held by them.

PART 2: DIRECTORS

DIRECTORS' POWERS AND RESPONSIBILITIES

3 Number of Directors

- 3.1 Unless otherwise determined by ordinary resolution, the number of Directors (other than Alternate Directors) shall not be subject to any maximum but shall not be less than one.
- 3.2 If and so long as the minimum number of Directors under these Articles is one, a sole Director may exercise all the powers conferred on the Directors by the Articles and shall do so by written resolution under his hand.

4 Directors' general authority

Subject to the Articles, the Directors are responsible for the management of the Company's business, for which purpose they may exercise all the powers of the Company.

5 Power to change the Company's name

The Directors may from time to time change the name of the Company to any name considered by the Directors to be advantageous, expedient or otherwise desirable.

6 Members' reserve power

- 6.1 The members may, by special resolution, direct the Directors to take, or refrain from taking, specified action.
- 6.2 No such special resolution invalidates anything which the Directors have done before the passing of the special resolution.

7 Directors may delegate

7.1 Subject to the Articles, the Directors may delegate any of the powers which are conferred on them under the Articles:

7.1.1 to such person or committee;

7.1.2 by such means (including by power of attorney);

7.1.3 to such an extent;

7.1.4 in relation to such matters or territories; and

7.1.5 on such terms and conditions,

as they think fit. The power to delegate shall be effective in relation to the powers, authorities and discretions of the Directors generally and shall not be limited by the fact that in certain of the Articles, but not in others, express reference is made to particular powers, authorities or discretions being exercised by the Directors or by a committee authorised by the Directors.

7.2 If the Directors so specify, any such delegation may authorise further delegation of the Directors' powers by any person to whom they are delegated.

7.3 The Directors may revoke any delegation in whole or part, or alter its terms and conditions.

8 Committees

8.1 Committees to which the Directors delegate any of their powers must follow procedures which are based as far as they are applicable on those provisions of the Articles which govern the taking of decisions by Directors.

8.2 A member of a committee need not be a Director.

8.3 The Directors may make rules of procedure for all or any committees, which prevail over rules derived from the Articles if they are not consistent with them.

DECISION-MAKING BY DIRECTORS

9 Directors to take decisions collectively

9.1 The general rule about decision-making by Directors is that any decision of the Directors must be either a majority decision at a meeting or a decision taken in accordance with Article 10.

9.2 If:

9.2.1 the Company only has one Director; and

9.2.2 no provision of the Articles requires it to have more than one Director,

the general rule does not apply, and the Director may take decisions without regard to any of the provisions of the Articles relating to Directors' decision-making.

10 Unanimous decisions

- 10.1 A decision of the Directors is taken in accordance with this Article when all Eligible Directors indicate to each other by any means that they share a common view on a matter.
- 10.2 Such a decision may take the form of a resolution in writing signed by each Eligible Director (whether or not each signs the same document) or to which each Eligible Director has otherwise indicated agreement in writing.
- 10.3 References in the Articles to “**Eligible Directors**” are to Directors who would have been entitled to vote on the matter had it been proposed as a resolution at a Directors’ meeting (but excluding any Director whose vote is not to be counted in respect of that particular matter).
- 10.4 A decision may not be taken in accordance with this Article if the Eligible Directors would not have formed a quorum at such a meeting.

11 Calling a Directors’ meeting

- 11.1 Any Director may call a Directors’ meeting by giving notice of the meeting to the Directors or by authorising the company secretary (if any) to give such notice.
- 11.2 Notice of any Directors’ meeting must indicate:
 - 11.2.1 its proposed date and time;
 - 11.2.2 where it is to take place; and
 - 11.2.3 if it is anticipated that Directors participating in the meeting will not be in the same place, how it is proposed that they should communicate with each other during the meeting.
- 11.3 Notice of a Directors’ meeting need not be in writing and must be given to each Director provided that, if a Director is absent (whether habitually or temporarily) from the United Kingdom, the Company has an address for sending or receiving documents or information by electronic means to or from that Director outside the United Kingdom.
- 11.4 Notice of a Directors’ meeting need not be given to Directors who waive their entitlement to notice of that meeting, by giving notice to that effect to the Company not more than seven days after the date on which the meeting is held. Where such notice is given after the meeting has been held, that does not affect the validity of the meeting, or of any business conducted at it.

12 Participation in Directors’ meetings

- 12.1 Subject to the Articles, Directors participate in a Directors’ meeting, or part of a Directors’ meeting, when:
 - 12.1.1 the meeting has been called and takes place in accordance with the Articles; and
 - 12.1.2 they can each communicate to the others any information or opinions they have on any particular item of the business of the meeting.

12.2 In determining whether Directors are participating in a Directors' meeting, it is irrelevant where any Director is or how they communicate with each other.

12.3 If all the Directors participating in a meeting are not in the same place, they may decide that the meeting is to be treated as taking place wherever any of them is.

13 Quorum for Directors' meetings

13.1 At a Directors' meeting, unless a quorum is participating, no proposal is to be voted on, except a proposal to call another meeting.

13.2 The quorum for Directors' meetings may be fixed from time to time by a decision of the Directors and unless otherwise fixed it is two provided that:

13.2.1 if and so long as there is only one Director the quorum shall be one; and

13.2.2 for the purposes of any meeting held pursuant to Article 17 to authorise a Director's conflict, if there is only one Director besides the Director concerned and Directors with a similar interest, the quorum shall be one.

13.3 If the total number of Directors for the time being is less than the quorum required, the Directors must not take any decision other than a decision:

13.3.1 to appoint further Directors; or

13.3.2 to call a general meeting so as to enable the members to appoint further Directors.

14 Chairing of Directors' meetings

14.1 The Directors may appoint a Director to chair their meetings.

14.2 The person so appointed for the time being is known as the Chairman.

14.3 The Directors may terminate the Chairman's appointment at any time.

14.4 If no Director has been appointed Chairman, or the Chairman is unwilling to chair the meeting or is not participating in a Directors' meeting within ten minutes of the time at which it was to start, the participating Directors must appoint one of themselves to chair it.

15 No casting vote

If the numbers of votes for and against a proposal are equal, the Chairman or other Director chairing the meeting does not have a casting vote.

16 Directors' interests

Except to the extent that Article 17 applies or the terms of any authority given under that article otherwise provide, and without prejudice to such disclosure as is required under the Companies Act 2006, a Director may be a party to, or otherwise interested in, any transaction or arrangement with the Company and shall be entitled to participate in the decision-making process for quorum and voting purposes on any resolution concerning a matter in which he has, directly or indirectly, an interest or duty that conflicts or may conflict with the interests of the Company.

17 Directors' conflicts of interest

17.1 A general notice given to the Directors that a Director is to be regarded as having an interest of the nature and extent specified in the notice in any transaction or arrangement in which a specified person or class of persons is interested shall be deemed to be a disclosure that the Director has an interest in any such transaction of the nature and extent so specified; and an interest of which a Director has no knowledge and of which it is unreasonable to expect him to have knowledge shall not be treated as an interest of his.

17.2 The Directors may, if the quorum and voting requirements set out below are satisfied, authorise any matter that would otherwise involve a Director breaching his duty under the Companies Act 2006 to avoid conflicts of interest, and any Director (including the Director concerned) may propose that the Director concerned be authorised in relation to any matter the subject of such a conflict provided that:

17.2.1 such proposal and any authority given by the Directors shall be effected in the same way that any other matter may be proposed to and resolved upon by the Directors under the provisions of the Articles, except that the Director concerned and any other Director with a similar interest:

- (a) shall not be counted for quorum purposes as participating in the decision-making process while the conflict is under consideration;
- (b) may, if the other Directors so decide, be excluded from participating in the decision-making process while the conflict is under consideration; and
- (c) shall not vote on any resolution authorising the conflict except that, if any such Director does vote, the resolution will still be valid if it would have been agreed to if his votes had not been counted; and

17.2.2 where the Directors give authority in relation to such a conflict:

- (a) they may (whether at the time of giving the authority or at any time or times subsequently) impose such terms upon the Director concerned and any other Director with a similar interest as they may determine, including, without limitation, the exclusion of that Director and any other Director with a similar interest from the receipt of information, or participation in any decision-making or discussion (whether at meetings of the Directors or otherwise) related to the conflict;
- (b) the Director concerned and any other Director with a similar interest will be obliged to conduct himself in accordance with any terms imposed from time to time by the Directors in relation to the conflict but will not be in breach of his duties as a Director by reason of his doing so;
- (c) the authority may provide that, where the Director concerned and any other Director with a similar interest obtains information that is confidential to a third party, the Director will not be obliged to disclose that information to the Company, or to use the information in relation to the Company's affairs, where to do so would amount to a breach of that confidence;

- (d) the authority may also provide that the Director concerned or any other Director with a similar interest shall not be accountable to the Company for any benefit that he receives as a result of the conflict;
 - (e) the receipt by the Director concerned or any other Director with a similar interest of any remuneration or benefit as a result of the conflict shall not constitute a breach of the duty under the Companies Act 2006 not to accept benefits from third parties;
 - (f) the terms of the authority shall be recorded in writing (but the authority shall be effective whether or not the terms are so recorded); and
 - (g) the Directors may withdraw such authority at any time.
- 17.3 Subject to Article 17.4, if a question arises at a meeting of Directors or of a committee of Directors as to the right of a Director to participate in the meeting (or part of the meeting) for voting or quorum purposes, the question may, before the conclusion of the meeting, be referred to the Chairman, whose ruling in relation to any Director other than the Chairman is to be final and conclusive.
- 17.4 If any question as to the right to participate in the meeting (or part of the meeting) should arise in respect of the Chairman, the question is to be decided by a decision of the Directors at that meeting, for which purpose the Chairman is not to be counted as participating in the meeting (or that part of the meeting) for voting or quorum purposes.
- 18 Records of decisions to be kept**
- The Directors must ensure that the Company keeps a record, in hard copy form, for at least 10 years from the date of the decision recorded, of every unanimous or majority decision taken by the Directors.
- 19 Directors' discretion to make further rules**
- Subject to the Articles, the Directors may make any rule which they think fit about how they take decisions, and about how such rules are to be recorded or communicated to Directors.

APPOINTMENT OF DIRECTORS

- 20 Methods of appointing and removing Directors**
- 20.1 Any person who is willing to act as a Director, and is permitted by law to do so, may be appointed to be a Director:
- 20.1.1 by ordinary resolution, or
 - 20.1.2 by a decision of the Directors.
- 20.2 If the Company has no Directors and, by virtue of death or bankruptcy, no member is capable of acting:
- 20.2.1 if any A Share is, at that time, in issue, the Transmittree of the last Holder of an A Share to have died or to have had a bankruptcy order made against him has the right, by notice in writing, to appoint a person to be a Director; or

- 20.2.2 if there is no A Share at that time in issue, the Transmittee of the last Holder of a B Share to have died or to have had a bankruptcy order made against him has the right, by notice in writing, to appoint a person to be a Director.
- 20.3 For the purposes of Article 20.2, where two or more Holders die in circumstances rendering it uncertain who was the last to die, a younger Holder is deemed to have survived an older Holder.
- 21 Termination of Director's appointment**
- 21.1 A person ceases to be a Director as soon as:
- 21.1.1 that person ceases to be a Director by virtue of any provision of the Companies Act 2006 or is prohibited from being a Director by law;
 - 21.1.2 a bankruptcy order is made against that person;
 - 21.1.3 a composition is made with that person's creditors generally in satisfaction of that person's debts;
 - 21.1.4 he becomes, in the opinion of all his co-Directors, physically or mentally incapable of discharging his duties as a Director;
 - 21.1.5 notification is received by the Company from the Director that the Director is resigning from office, and such resignation has taken effect in accordance with its terms; or
 - 21.1.6 he is otherwise duly removed from office.
- 22 Directors' remuneration**
- 22.1 Directors may undertake any services for the Company that the Directors decide.
- 22.2 Directors are entitled to such remuneration as the Directors determine:
- 22.2.1 for their services to the Company as Directors; and
 - 22.2.2 for any other service which they undertake for the Company.
- 22.3 Subject to the Articles, a Director's remuneration may:
- 22.3.1 take any form; and
 - 22.3.2 include any arrangements in connection with the payment of a pension, allowance or gratuity, or any death, sickness or disability benefits, to or in respect of that Director.
- 23 Directors' expenses**
- The Company may pay any reasonable expenses which the Directors (and any Alternate Directors or company secretary) properly incur in connection with their attendance at:
- 23.1 meetings of Directors or committees of Directors;

- 23.2 general meetings; or
- 23.3 separate meetings of the holders of any class of Shares or of debentures of the Company, or otherwise in connection with the exercise of their powers and the discharge of their responsibilities in relation to the Company.

ALTERNATE DIRECTORS

24 Appointment and removal of Alternate Directors

- 24.1 Any Director (the “appointer”) may appoint as an alternate (the “Alternate Director”) any other Director, or any other person, to:
 - 24.1.1 exercise that Director’s powers; and
 - 24.1.2 carry out that Director’s responsibilities,in relation to the taking of decisions by the Directors, in the absence of the Alternate Director’s appointor.
- 24.2 Any appointment or removal of an Alternate Director must identify the proposed Alternate Director and be effected by notice in writing to the Company signed by his appointor, or in any other manner approved by the Directors.

25 Rights and responsibilities of Alternate Directors

- 25.1 An Alternate Director may act as Alternate Director to more than one Director and has the same rights in relation to any decision of the Directors as the Alternate Director’s appointor.
- 25.2 Except as the Articles specify otherwise, Alternate Directors:
 - 25.2.1 are deemed for all purposes to be Directors;
 - 25.2.2 are liable for their own acts and omissions;
 - 25.2.3 are subject to the same restrictions as their Appointors; and
 - 25.2.4 are not deemed to be agents of or for their appointors,and, in particular (without limitation), each Alternate Director shall be entitled to receive notice of all meetings of Directors and of all meetings of committees of Directors of which his appointor is a member.
- 25.3 A person who is an Alternate Director but not a Director:
 - 25.3.1 may be counted as participating for the purposes of determining whether a quorum is present (but only if that Alternate Director’s appointor is not participating);
 - 25.3.2 may participate in a unanimous decision of the Directors (but only if his appointor is an Eligible Director in relation to that decision, but does not participate); and

- 25.3.3 shall not be counted as more than one Director for the purposes of Articles 25.3.1 and 25.3.2.
- 25.4 A Director who is also an Alternate Director is entitled, in the absence of his appointor, to a separate vote on behalf of his appointor, in addition to his own vote on any decision of the Directors (provided that his appointor is an Eligible Director in relation to that decision), but shall not count as more than one Director for the purposes of determining whether a quorum is present.
- 25.5 An Alternate Director is not entitled to receive any remuneration from the Company for serving as an Alternate Director except such part of the Alternate Director's appointor's remuneration as the appointor may direct by notice in writing made to the Company.
- 26 Termination of alternate directorship**
- An Alternate Director's appointment as an alternate terminates:
- 26.1 when the Alternate Director's appointor revokes the appointment by notice to the Company in writing specifying when it is to terminate;
- 26.2 on the occurrence, in relation to the Alternate Director, of any event which, if it occurred in relation to the Alternate Director's appointor, would result in the termination of the appointor's appointment as a Director;
- 26.3 on the death of the Alternate Director's appointor;
- 26.4 when the Alternate Director's appointor's appointment as a Director terminates; or
- 26.5 when the Alternate Director is removed in accordance with the Articles.

PART 3: SHARES AND DISTRIBUTIONS

SHARES

27 Share Capital

- 27.1 The share capital of the Company shall be divided into:

27.1.1 A Shares of £1.00 each; and

27.1.2 B Shares of £1.00 each.

The A Shares and the B Shares shall constitute separate classes of Shares.

- 27.2 The A Shares and the B Shares shall be non-redeemable and shall have the rights and privileges as set out in the Articles. Save as expressly set out in the Articles, each of the A Shares shall each rank *pari passu* amongst themselves and each of the B Shares shall rank *pari passu* amongst themselves.
- 27.3 Unless otherwise resolved by way of ordinary resolution, upon the registration of a transfer of Shares ("Acquired Shares") of a class different from those Shares (if any) already held by the transferee of such Acquired Shares immediately prior to such transfer ("Existing Shares"), such Acquired Shares shall automatically be redesignated as Shares of the same class as the Existing Shares.

28 Rights attaching to Shares

The Shares shall have the following rights and be subject to the following restrictions:

28.1 As regards voting

28.1.1 the Holders of the A Shares shall be entitled to receive notice of and to attend and speak and vote at all general meetings of the Company and on a show of hands each Holder of an A Share present in person or by proxy shall have one vote for every A Share held by him; and

28.1.2 if and for so long as there is one or more A Share in issue and save for the purposes of Article 29.2, the Holders of the B Shares shall be entitled to receive notice of any general meeting of the Company and to attend and speak at such meeting but shall not be entitled to vote; or

28.1.3 if there is at any time no A Share in issue, the Holders of the B Shares shall be entitled to receive notice of and to attend and speak and vote at all general meetings of the Company and on a show of hands each Holder of a B Share present in person or by proxy shall have one vote for every B Share held by him;

28.2 As regards income

28.2.1 the holders of the A Shares shall not be entitled to participate in the distributable profits of the Company; and

28.2.2 the Holders of the B Shares shall be entitled to participate in the distributable profits of the Company and any distributable profits which the Company determines to distribute in respect of any financial year of the Company shall be distributed in accordance with Articles 42 to 48;

28.3 As regards capital

on a return of capital or on winding-up (other than a redemption of Shares or the purchase by the Company of its own Shares) any surplus assets and retained profits of the Company available for distribution shall be apportioned:

28.3.1 firstly to the Holders of the A Shares and the B Shares, who shall be entitled to an amount equal to the nominal value of the A Shares or B Shares (as applicable) held by such Holder and, for the purposes of this Article 28.3.1 each A Share shall rank *pari passu* with each B Share; and

28.3.2 secondly, between the Holders of the B Shares in proportion to the nominal value of all of the B Shares then in issue.

29 Variation of share capital

29.1 The Company may by special resolution:

29.1.1 increase its share capital;

29.1.2 consolidate and divide all or any of its share capital into Shares of a larger nominal value than its existing Shares;

- 29.1.3 subdivide its Shares, or any of them, into Shares of a smaller nominal value than its existing Shares;
- 29.1.4 cancel any Shares which at the date of the passing of the resolution have not been taken or agreed to be taken by any person;
- 29.1.5 reduce its share capital and any share premium account in any way.
- 29.2 No variation of the rights attaching to any class of Shares shall be effective except with sanction of a special resolution of the Holders of the relevant class of Shares. Where a special resolution to vary the rights attaching to a class of Shares is proposed at a separate general meeting of that class of Shares, all the provisions of the Articles as to general meetings of the Company shall apply *mutatis mutandis*.
- 30 Powers to issue different classes of Share**
 - 30.1 Subject to the Articles, but without prejudice to the rights attached to any existing Share, the Company may issue Shares with such rights or restrictions as may be determined by ordinary resolution.
 - 30.2 The Company may issue Shares which are to be redeemed, or are liable to be redeemed at the option of the Company or the Holder, and the Directors may determine the terms, conditions and manner of redemption of any such Shares.
- 31 Payment of commissions on subscription for Shares**
 - 31.1 The Company may pay any person a commission in consideration for that person:
 - 31.1.1 subscribing, or agreeing to subscribe, for Shares; or
 - 31.1.2 procuring, or agreeing to procure, subscription for Shares.
 - 31.2 Any such commission may be paid:
 - 31.2.1 in cash, or in fully paid or partly paid shares or other securities, or partly in one way and partly in the other; and
 - 31.2.2 in respect of a conditional or an absolute subscription.
- 32 Company not bound by less than absolute interests**

Except as required by law, no person is to be recognised by the Company as holding any Share upon any trust, and except as otherwise required by law or the Articles, the Company is not in any way to be bound by or recognise any interest in a Share other than the Holder's absolute ownership of it and all the rights attaching to it.
- 33 Authority to allot shares and pre-emption rights**
 - 33.1 In accordance with section 551 of the Companies Act 2006 the Directors are generally and unconditionally authorised to exercise any power of the Company to allot and grant rights to subscribe for or convert securities into shares in the capital of the Company up to £100 at any time or times during the period of five years from the date of adoption of these Articles and the Directors may, after that period, allot any shares or grant any such rights under this authority in pursuance of an offer or agreement made by the Company

(including the grant of an option over shares in the capital of the Company) within that period.

33.2 The authority given by Article 33.1 may at any time (subject to section 551 of the Companies Act 2006) be renewed, revoked or varied by ordinary resolution of the Company.

33.3 In accordance with section 567 of the Companies Act 2006, section 561 of the Companies Act 2006 shall not apply to the Company.

34 Fractional entitlements

34.1 Where there has been a consolidation or division of Shares and, as a result, members are entitled to fractions of Shares, the Directors may:

34.1.1 sell the Shares representing the fractions to any person including the Company for the best price reasonably obtainable;

34.1.2 authorise any person to execute an instrument of transfer of the Shares to the purchaser or a person nominated by the purchaser; and

34.1.3 distribute the net proceeds of sale in due proportion among the Holders of the Shares.

34.2 Where any Holder's entitlement to a portion of the proceeds of sale under Article 34.1 amounts to less than a minimum figure reasonably determined by the Directors, that Holder's portion may be retained for the benefit of the Company.

34.3 The person to whom the Shares are transferred pursuant to Article 34.1 is not obliged to ensure that any purchase money is received by the person entitled to the relevant fractions. The transferee's title to the Shares is not affected by any irregularity in or invalidity of the process leading to their sale.

35 All Shares to be fully paid up

35.1 No Share is to be issued for less than the aggregate of its nominal value and any premium to be paid to the Company in consideration for its issue.

35.2 Article 35.1 shall not apply to Shares taken on the formation of the Company by the subscribers to the Company's memorandum.

36 Share certificates

36.1 The Company must issue each member, free of charge, with one or more certificates in respect of the Shares which that member holds.

36.2 Every certificate must specify:

36.2.1 in respect of how many Shares, of what class, it is issued;

36.2.2 the nominal value of those Shares;

36.2.3 the amount paid up on them; and

- 36.2.4 any distinguishing numbers assigned to them.
- 36.3 No certificate may be issued in respect of Shares of more than one class.
- 36.4 If more than one person holds a Share, only one certificate may be issued in respect of it.
- 36.5 Certificates must:
- 36.5.1 have affixed to them the Company's common seal; or
- 36.5.2 be otherwise executed in accordance with the Companies Acts.
- 36.6 The Directors may determine, either generally or in relation to any particular case, that any signature on any certificate need not be autographic but may be applied by some mechanical or other means, or printed on the certificate, or that certificates need not be signed.
- 37 Replacement share certificates**
- 37.1 If a certificate issued in respect of a member's Shares is:
- 37.1.1 damaged or defaced; or
- 37.1.2 said to be lost, stolen or destroyed,
- that member is entitled to be issued with a replacement certificate in respect of the same Shares.
- 37.2 A member exercising the right to be issued with such a replacement certificate:
- 37.2.1 may at the same time exercise the right to be issued with a single certificate or separate certificates;
- 37.2.2 must return the certificate which is to be replaced to the Company if it is damaged or defaced; and
- 37.2.3 must comply with such conditions as to evidence, indemnity and the payment of a reasonable fee as the Directors decide.
- 38 Share transfers**
- 38.1 Shares may be transferred by means of an instrument of transfer in any usual form or any other form approved by the Directors, which is executed by or on behalf of the transferor and, if the Shares are not fully paid, the transferee.
- 38.2 No fee may be charged for registering any instrument of transfer or other document relating to or affecting the title to any Share.
- 38.3 The Company may retain any instrument of transfer which is registered.
- 38.4 The transferor remains the Holder of a Share until the transferee's name is entered in the register of members as holder of it.

- 38.5 The Directors, in their absolute discretion, may refuse to register the transfer of a Share, whether or not it is fully paid, and if they do so, they shall within two months after the date on which the transfer was lodged send the transferee the notice of refusal together with their reasons for refusal and, unless they suspect that the proposed transfer may be fraudulent, the instrument of transfer.
- 38.6 No Holder of a B Share may transfer that B Share without the prior consent of the majority of the Holders of the A Shares (if any) from time to time.
- 38.7 To enable the Directors to determine whether or not there has been any transfer (or purported transfer) of Shares in contravention of this Article 38 the Directors may require:
- 38.7.1 any Holder (or the legal representatives of any deceased Holder); or
 - 38.7.2 any person named as a transferee in a transfer lodged for registration; or
 - 38.7.3 such other person as the Directors may reasonably believe to have information relevant to that purpose,
- to provide the Company with any information and evidence that the Directors think fit regarding any matter which they deem relevant to that purpose.
- 38.8 If any such information or evidence referred to in Article 38.7 is not provided to enable the Directors to determine to their reasonable satisfaction that no breach has occurred, or that as a result of the information and evidence provided they are reasonably satisfied that a breach has occurred, the Directors shall immediately notify the Holder of such Shares of that fact in writing and, if the Holder fails to remedy that situation to the reasonable satisfaction of the Directors within 21 days of receipt of such written notice, then (without prejudice to any other rights or remedies) the relevant Shares shall cease to confer on the Holder of them any rights:
- 38.8.1 to vote (whether on a show of hands, on a poll or otherwise and whether in person, by proxy or otherwise), including in respect of any resolution of any class of Shares;
 - 38.8.2 to receive dividends or other distributions attaching to those Shares; and
 - 38.8.3 to participate in any future issue of shares issued in respect of those Shares,
- save that the Directors may reinstate some or all of such rights at any time.
- 38.9 For the purposes of this Article 38, "transfer" shall include any transfer, assignment or other disposal of a beneficial or other interest in a Share or the creation of a trust or Encumbrance over that Share and reference to an interest in a Share includes a beneficial or other interest in a Share.
- 39 Transmission of Shares**
- 39.1 If title to a Share passes to a Transmitttee, the Company may only recognise the Transmitttee as having any title to that Share.
- 39.2 A Transmitttee who produces such evidence of entitlement to Shares as the Directors may properly require:

- 39.2.1 may, subject to the Articles, choose either to become the holder of those Shares or to have them transferred to another person; and
- 39.2.2 subject to the Articles, and pending any transfer of the Shares to another person, has the same rights as the Holder had.
- 39.3 But Transmittees do not have the right to attend or vote at a general meeting, or agree to a proposed written resolution, in respect of Shares to which they are entitled, by reason of the Holder's death or bankruptcy or otherwise, unless they become the Holders of those Shares.
- 40 Exercise of Transmittees' rights**
- 40.1 Transmittees who wish to become the Holders of Shares to which they have become entitled must notify the Company in writing of that wish.
- 40.2 If the Transmitttee wishes to have a Share transferred to another person, the Transmitttee must execute an instrument of transfer in respect of it.
- 40.3 Any transfer made or executed under this Article is to be treated as if it were made or executed by the person from whom the transmitttee has derived rights in respect of the Share, and as if the event which gave rise to the transmission had not occurred.

41 Transmitttees bound by prior notices

If a notice is given to a member in respect of Shares and a Transmitttee is entitled to those Shares, the Transmitttee is bound by the notice if it was given to the member before the Transmitttee's name has been entered in the register of members.

DIVIDENDS AND OTHER DISTRIBUTIONS

42 Procedure for declaring dividends

- 42.1 Subject to the rights attaching to each Share, the Company may by ordinary resolution declare dividends, and the Directors may decide to pay interim dividends.
- 42.2 A dividend must not be declared unless the Directors have made a recommendation as to its amount. Such a dividend must not exceed the amount recommended by the Directors.
- 42.3 No dividend may be declared or paid unless it is in accordance with members' respective rights.
- 42.4 If the Company's share capital is divided into different classes, no interim dividend may be paid on Shares carrying deferred or non-preferred rights if, at the time of payment, any preferential dividend is in arrear.
- 42.5 The Directors may pay at intervals any dividend payable at a fixed rate if it appears to them that the profits available for distribution justify the payment.
- 42.6 If the Directors act in good faith, they do not incur any liability to the Holders of Shares conferring preferred rights for any loss they may suffer by the lawful payment of an interim dividend on Shares with deferred or non-preferred rights.

43 Calculation of dividends

- 43.1 Except as otherwise provided by the Articles or the rights attached to Shares and unless the shareholders' resolution to declare or Directors' decision to pay a dividend specify otherwise, all dividends must be declared and paid by reference to each shareholder's holding of Shares of the relevant class on the date of the resolution or decision to declare or pay it.

44 Payment of dividends and other distributions

- 44.1 Where a dividend or other sum which is a distribution is payable in respect of a Share, it must be paid by one or more of the following means:

44.1.1 transfer to a bank or building society account specified by the Distribution Recipient either in writing or as the Directors may otherwise decide;

44.1.2 sending a cheque made payable to the Distribution Recipient by post to the Distribution Recipient at the Distribution Recipient's registered address (if the Distribution Recipient is a Holder of the Share), or (in any other case) to an address specified by the Distribution Recipient either in writing or as the Directors may otherwise decide;

44.1.3 sending a cheque made payable to such person by post to such person at such address as the Distribution Recipient has specified either in writing or as the Directors may otherwise decide; or

44.1.4 any other means of payment as the Directors agree with the Distribution Recipient either in writing or by such other means as the Directors decide.

- 44.2 Dividends may be declared or paid in any currency and the Directors may agree with any Distribution Recipient that dividends which may at any time or from time to time be declared or become due on his Shares in one currency shall be paid or satisfied in another, and may agree the basis of conversion to be applied and how and when the amount to be paid in the other currency shall be calculated and paid and for the Company or any other person to bear the costs involved.

- 44.3 In the Articles, the "**Distribution Recipient**" means, in respect of a Share in respect of which a dividend or other sum is payable:

44.3.1 the Holder of the Share; or

44.3.2 if the Share has two or more joint Holders, whichever of them is named first in the register of members; or

44.3.3 if the Holder is no longer entitled to the Share by reason of death or bankruptcy, or otherwise by operation of law, the Transmittree.

45 No interest on distributions

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

- 45.1 the terms on which the Share was issued, or

45.2 the provisions of another agreement between the holder of that Share and the Company.

46 Unclaimed distributions

46.1 All dividends or other sums which are:

46.1.1 payable in respect of Shares, and

46.1.2 unclaimed after having been declared or become payable,

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

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

46.3 If:

46.3.1 12 years have passed from the date on which a dividend or other sum became due for payment, and

46.3.2 the Distribution Recipient has not claimed it,

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

47 Non-cash distributions

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

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

47.2.1 fixing the value of any assets;

47.2.2 paying cash to any Distribution Recipient on the basis of that value in order to adjust the rights of recipients; and

47.2.3 vesting any assets in trustees.

48 Waiver of distributions

Distribution recipients may waive their entitlement to a dividend or other distribution payable in respect of a Share by giving the Company notice in writing to that effect, but if:

48.1 the Share has more than one Holder; or

- 48.2 more than one person is entitled to the Share, whether by reason of the death or bankruptcy of one or more joint Holders, or otherwise,

the notice is not effective unless it is expressed to be given, and signed, by all the Holders or persons otherwise entitled to the Share.

CAPITALISATION OF PROFITS

49 Authority to capitalise and appropriation of capitalised sums

- 49.1 Subject to the Articles, the Directors may, if they are so authorised by an ordinary resolution:

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

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

- 49.2 Capitalised sums must be applied:

49.2.1 on behalf of the persons entitled, and

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

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

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

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

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

- 49.5 Subject to the Articles the Directors may:

49.5.1 apply capitalised sums in accordance with Articles 49.3 and 49.4 partly in one way and partly in another:

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

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

PART 4: DECISION-MAKING BY MEMBERS

ORGANISATION OF GENERAL MEETINGS

50 Attendance and speaking at general meetings

- 50.1 A person is able to exercise the right to speak at a general meeting when that person is in a position to communicate to all those attending the meeting, during the meeting, any information or opinions which that person has on the business of the meeting.
- 50.2 A person is able to exercise the right to vote at a general meeting when:
- 50.2.1 that person is able to vote, during the meeting, on resolutions put to the vote at the meeting, and
- 50.2.2 that person's vote can be taken into account in determining whether or not such resolutions are passed at the same time as the votes of all the other persons attending the meeting.
- 50.3 The Directors may make whatever arrangements they consider appropriate to enable those attending a general meeting to exercise their rights to speak or vote at it.
- 50.4 In determining attendance at a general meeting, it is immaterial whether any two or more members attending it are in the same place as each other.
- 50.5 Two or more persons who are not in the same place as each other attend a general meeting if their circumstances are such that if they have (or were to have) rights to speak and vote at that meeting, they are (or would be) able to exercise them.

51 Quorum for general meetings

- 51.1 The quorum at any general meeting of the Company or any adjourned meeting shall be:
- 51.1.1 if and for so long as the Company has one or more A Share in issue, one Holder of an A Share; and
- 51.1.2 if there is at any time no A Share in issue, two Holders of B Shares (unless there is only one Holder of a B Share, in which case such Holder),
- present at a meeting in person or by proxy.
- 51.2 No business other than the appointment of the Chairman of the Meeting is to be transacted at a general meeting if the persons attending it do not constitute a quorum.

52 Chairing general meetings

- 52.1 If the Directors have appointed a Chairman, the Chairman shall chair general meetings if present and willing to do so.
- 52.2 If the Directors have not appointed a Chairman, or if the Chairman is unwilling to chair the meeting or is not present within ten minutes of the time at which a meeting was due to start:
- 52.2.1 the Directors present, or

- 52.2.2 (if no Directors are present), the meeting,
must appoint a Director or member to chair the meeting, and the appointment of the chairman of the meeting must be the first business of the meeting.
- 52.3 The person chairing a meeting in accordance with this article is referred to as the **“Chairman of the Meeting”**.
- 53 **Attendance and speaking by Directors and non-members**
- 53.1 Directors may attend and speak at general meetings, whether or not they are members.
- 53.2 The Chairman of the Meeting may permit other persons who are not:
- 53.2.1 members, or
- 53.2.2 otherwise entitled to exercise the rights of members in relation to general meetings,
to attend and speak at a general meeting.
- 54 **Adjournment**
- 54.1 If the persons attending a general meeting within half an hour of the time at which the meeting was due to start do not constitute a quorum, or if during a meeting a quorum ceases to be present, if the meeting was convened by the members, the meeting shall be dissolved and, in any other case, the Chairman of the Meeting must adjourn it.
- 54.2 The Chairman of the Meeting may adjourn a general meeting at which a quorum is present if:
- 54.2.1 the meeting consents to an adjournment; or
- 54.2.2 it appears to the Chairman of the Meeting that an adjournment is necessary to protect the safety of any person attending the meeting or ensure that the business of the meeting is conducted in an orderly manner.
- 54.3 The Chairman of the Meeting must adjourn a general meeting if directed to do so by the meeting.
- 54.4 When adjourning a general meeting, the Chairman of the Meeting must:
- 54.4.1 either specify the time and place to which it is adjourned or state that it is to continue at a time and place to be fixed by the Directors, and
- 54.4.2 have regard to any directions as to the time and place of any adjournment which have been given by the meeting.
- 54.5 If the continuation of an adjourned meeting is to take place more than 14 days after it was adjourned, the Company must give at least seven clear days’ notice of it:
- 54.5.1 to the same persons to whom notice of the Company’s general meetings is required to be given, and

54.5.2 containing the same information which such notice is required to contain,

and for the purpose of this article, “clear day”, excludes the day the notice is deemed under the Articles to be given and the day on which the specified period expires.

- 54.6 No business may be transacted at an adjourned general meeting which could not properly have been transacted at the meeting if the adjournment had not taken place.

VOTING AT GENERAL MEETINGS

55 Voting: general

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

56 Errors and disputes

- 56.1 No objection may be raised to the qualification of any person voting at a general meeting except at the meeting or adjourned meeting at which the vote objected to is tendered, and every vote not disallowed at the meeting is valid.

- 56.2 Any such objection must be referred to the Chairman of the Meeting, whose decision is final.

57 Poll votes

- 57.1 A poll on a resolution may be demanded:

57.1.1 in advance of the general meeting where it is to be put to the vote; or

57.1.2 at a general meeting, either before a show of hands on that resolution or immediately after the result of a show of hands on that resolution is declared.

- 57.2 A poll on a resolution may be demanded by the Chairman of the Meeting, the Directors or by any qualifying person (as defined in section 318 of the Companies Act 2006) present and entitled to vote on the resolution.

- 57.3 A demand for a poll may be withdrawn if:

57.3.1 the poll has not yet been taken; and

57.3.2 the Chairman of the Meeting consents to the withdrawal.

- 57.4 A demand withdrawn in accordance with Article 57.3 shall not be taken to have invalidated the result of a show of hands declared before the demand was made.

- 57.5 Polls must be taken immediately and in such manner as the Chairman of the Meeting directs.

58 Content of Proxy Notices

- 58.1 Proxies may only validly be appointed by a notice in writing (a “Proxy Notice”) which:

58.1.1 states the name and address of the member appointing the proxy;

- 58.1.2 identifies the person appointed to be that member's proxy and the general meeting in relation to which that person is appointed;
 - 58.1.3 is signed by or on behalf of the member appointing the proxy, or is authenticated in such manner as the Directors may determine; and
 - 58.1.4 is delivered to the Company in accordance with the Articles not less than 48 hours before the time appointed for holding the general meeting in relation to which the proxy is appointed and in accordance with any instructions contained in the notice of the general meeting to which they relate (but notwithstanding this an appointment of a proxy may be accepted by the Directors at any time prior to the meeting at which the person named in the appointment proposes to vote (or, where a poll is demanded at the meeting, but not taken forthwith, at any time prior to the taking of the poll)).
- 58.2 The Company may require Proxy Notices to be delivered in a particular form, and may specify different forms for different purposes.
- 58.3 Proxy notices may specify how the proxy appointed under them is to vote (or that the proxy is to abstain from voting) on one or more resolutions, but the Company shall not be obliged to ascertain that any proxy has complied with those or any other instructions given by the appointor and no decision on any resolution shall be vitiated by reason only that any proxy has not done so.
- 58.4 On a vote on a resolution on a show of hands at a meeting, every proxy present who has been duly appointed by one or more members entitled to vote on the resolution has one vote, except that if the proxy has been duly appointed by more than one member entitled to vote on the resolution and:
- 58.4.1 has been instructed by one or more of those members to vote for the resolution and by one or more other of those members to vote against it; or
 - 58.4.2 has been instructed to vote the same way (either for or against) on the resolution by all of those members except those who have given the proxy discretion as to how to vote on the resolution,
- the proxy is entitled to one vote for and one vote against the resolution.
- 58.5 Unless a Proxy Notice indicates otherwise, it must be treated as:
- 58.5.1 allowing the person appointed under it as a proxy discretion as to how to vote on any ancillary or procedural resolutions put to the meeting, and
 - 58.5.2 appointing that person as a proxy in relation to any adjournment of the general meeting to which it relates as well as the meeting itself.
- 59 Delivery of Proxy Notices**
- 59.1 A person who is entitled to attend, speak or vote (either on a show of hands or on a poll) at a general meeting remains so entitled in respect of that meeting or any adjournment of it, even though a valid Proxy Notice has been delivered to the Company by or on behalf of that person.

- 59.2 An appointment under a Proxy Notice may be revoked by delivering to the Company a notice in writing given by or on behalf of the person by whom or on whose behalf the Proxy Notice was given.
- 59.3 A notice revoking a proxy appointment only takes effect if it is delivered before the start of the meeting or adjourned meeting to which it relates.
- 59.4 If a Proxy Notice is not executed by the person appointing the proxy, it must be accompanied by written evidence of the authority of the person who executed it to execute it on the appointor's behalf.
- 60 Amendments to resolutions**
- 60.1 An ordinary resolution to be proposed at a general meeting may be amended by ordinary resolution if:
- 60.1.1 notice of the proposed amendment is given to the Company in writing by a person entitled to vote at the general meeting at which it is to be proposed not less than 48 hours before the meeting is to take place (or such later time as the Chairman of the Meeting may determine), and
 - 60.1.2 the proposed amendment does not, in the reasonable opinion of the Chairman of the Meeting, materially alter the scope of the resolution.
- 60.2 A special resolution to be proposed at a general meeting may be amended by ordinary resolution if:
- 60.2.1 the Chairman of the Meeting proposes the amendment at the general meeting at which the resolution is to be proposed, and
 - 60.2.2 the amendment does not go beyond what is necessary to correct a grammatical or other non-substantive error in the resolution.
- 60.3 If the Chairman of the Meeting, acting in good faith, wrongly decides that an amendment to a resolution is out of order, the Chairman of the Meeting's error does not invalidate the vote on that resolution.

PART 5: ADMINISTRATIVE ARRANGEMENTS

- 61 Means of communication to be used**
- 61.1 Subject to the Articles, anything sent or supplied by or to the Company under the Articles may be sent or supplied in any way in which the Companies Act 2006 provides for documents or information which are authorised or required by any provision of that Act to be sent or supplied by or to the Company.
- 61.2 Except insofar as the Companies Acts require otherwise, the Company shall not be obliged to accept any notice, document or other information sent or supplied to the Company in electronic form unless it satisfies such stipulations, conditions or restrictions (including, without limitation, for the purpose of authentication) as the Directors think fit, and the Company shall be entitled to require any such notice, document or information to be sent or supplied in hard copy form instead.

- 61.3 In the case of joint Holders of a Share, except insofar as the Articles otherwise provide, all notices, documents or other information shall be given to the joint Holder whose name stands first in the register of members in respect of the joint holding and shall be deemed to have been given to all the joint Holders. For all purposes, including the execution of any appointment of proxy, resolution in writing, notice or other document (including anything sent or supplied in electronic form) executed or approved pursuant to any provision of the Articles, execution by any one of such joint Holders shall be deemed to be and shall be accepted as execution by all the joint Holders.
- 61.4 In the case of a member that is a corporation, for all purposes, including the execution of any appointment of proxy, resolution in writing, notice or other document (including anything sent or supplied in electronic form) executed or approved pursuant to any provision of the Articles, execution by any Director or the secretary of that corporation or any other person who appears to any officer of the Company (acting reasonably and in good faith) to have been duly authorised to execute shall be deemed to be and shall be accepted as execution by that corporation.
- 61.5 A member whose registered address is not within the United Kingdom and who notifies the Company of an address within the United Kingdom at which notices, documents or other information may be served on or delivered to him shall be entitled to have such things served on or delivered to him at that address (in the manner referred to above), but otherwise no such member shall be entitled to receive any notice, document or other information from the Company. If the address is that member's address for sending or receiving documents or information by electronic means the Directors may at any time without prior notice (and whether or not the Company has previously sent or supplied any documents or information in electronic form to that address) refuse to send or supply any documents or information to that address.
- 61.6 Subject to the Articles, any notice or document to be sent or supplied to a Director in connection with the taking of decisions by Directors may also be sent or supplied by the means by which that Director has asked to be sent or supplied with such notices or documents for the time being.
- 61.7 A Director may agree with the Company that notices or documents sent to that Director in a particular way are to be deemed to have been received within a specified time of their being sent, and for the specified time to be less than 48 hours.

62 Deemed delivery of documents and information

Any document or information sent or supplied by the Company shall be deemed to have been received by the intended recipient:

- 62.1 where the document or information is properly addressed and sent by first class post or other delivery service to an address in the United Kingdom, on the day (whether or not it is a working day) following the day (whether or not it is a working day) on which it was put in the post or given to the delivery agent and, in proving that it was duly sent, it shall be sufficient to prove that the document or information was properly addressed, prepaid and put in the post or duly given to the delivery agent;
- 62.2 where (without prejudice to Article 62.4) the document or information is properly addressed and sent by post or other delivery service to an address outside the United Kingdom, five working days after it was put in the post or given to the delivery agent and, in proving that it was duly sent, it shall be sufficient to prove that the document or

information was properly addressed, prepaid and put in the post or duly given to the delivery agent;

- 62.3 where the document or information is not sent by post or other delivery service but delivered personally or left at the intended recipient's address, on the day (whether or not a working day) and time that it was sent;
- 62.4 where the document or information is properly addressed and sent or supplied by electronic means, on the day (whether or not a working day) and time that it was sent and proof that it was sent in accordance with guidance issued by ICSA: The Governance Institute shall be conclusive evidence that it was sent;
- 62.5 where the document or information is sent or supplied by means of a website, when the material was first made available on the website or (if later) when the intended recipient received (or is deemed to have received) notice of the fact that the material was available on the website.

63 Company seals

- 63.1 Any common seal may only be used by the authority of the Directors.
- 63.2 The Directors may decide by what means and in what form any common seal is to be used.
- 63.3 Unless otherwise decided by the Directors, if the Company has a common seal and it is affixed to a document, the document must also be signed by at least one authorised person in the presence of a witness who attests the signature.
- 63.4 For the purposes of this Article, an authorised person is:
 - 63.4.1 any Director of the Company;
 - 63.4.2 the company secretary (if any); or
 - 63.4.3 any person authorised by the Directors for the purpose of signing documents to which the common seal is applied.

64 No right to inspect accounts and other records

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

65 Provision for employees on cessation of business

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

66 Secretary

Subject to the Companies Act 2006, the Directors may appoint a company secretary (or two or more persons as joint secretary) for such term, at such remuneration and upon such

conditions as the Directors may think fit; and any company secretary (or joint secretary) so appointed may be removed by the Directors. The Directors may also from time to time appoint on such terms as they think fit, and remove, one or more assistant or deputy secretaries.

DIRECTORS INDEMNITY AND INSURANCE

67 Indemnity

67.1 Subject to Article 67.2 (but without prejudice to any indemnity to which a Relevant Officer is otherwise entitled):

67.1.1 a Relevant Officer may be indemnified out of the Company's assets to whatever extent the Directors may determine against:

- (a) any liability incurred by that Relevant Officer in connection with any negligence, default, breach of duty or breach of trust in relation to the Company or any undertaking in the same group as the Company;
- (b) any liability incurred by that Relevant Officer in connection with the activities of the Company, or any undertaking in the same group as the Company, in its capacity as a trustee of an occupational pension scheme (as defined in section 235(6) of the Companies Act 2006);
- (c) any other liability incurred by that Relevant Officer as an officer of the Company or of any undertaking in the same group as the Company; and

67.1.2 the Company may, to whatever extent the Directors may determine, provide funds to meet expenditure incurred or to be incurred by a Relevant Officer in defending any criminal or civil proceedings in connection with any alleged negligence, default, breach of duty or breach of trust by him in relation to the Company or any undertaking in the same group as the Company, or any investigation, or action proposed to be taken, by a regulatory authority in that connection, or for the purposes of an application for relief, or in order to enable the Relevant Officer to avoid incurring such expenditure.

67.2 This article does not authorise any indemnity that would be prohibited or rendered void by any provision of the Companies Acts or by any other provision of law.

68 Insurance

68.1 The Directors may decide to purchase and maintain insurance, at the expense of the Company, for the benefit of any Relevant Officer in respect of any relevant loss.

68.2 In this article, a "**relevant loss**" means any loss or liability which has been or may be incurred by a Relevant Officer in connection with that Relevant Officer's duties or powers in relation to the Company, any undertaking in the same group as the Company or any pension fund or employees' share scheme of the Company or of any undertaking in the same group as the Company.