# ARTICLES OF ASSOCIATION

OF

St. Modwen Developments Limited

(Adopted by Special Resolution on 4 November 2022)

Two Devon Way Longbridge Birmingham United Kingdom B31 2TS





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15/11/2022 COMPANIES HOUSE

#207

#### INTERPRETATION AND LIMITATION OF LIABILITY

#### 1. PRELIMINARY

The model articles of association for private companies limited by shares contained in Schedule 1 to the Companies (Model Articles) Regulations 2008 (SI 2008 no 3229) (the "Model Articles") shall apply to the Company save in so far as they are excluded or modified hereby and such Model Articles and the articles set out below shall be the Articles of Association of the Company (the "Articles")

In these Articles, any reference to a provision of the Companies Act 2006 shall be deemed to include any reference to any statutory modification or re-enactment of that provision for the time being in force

Model Articles 4, 6, 13, 14 6-7, 19, 20, 25, 30 2-7, 31-35, 41, 47, 50 & 51 do not apply to the Company

#### **Defined terms**

- 1. In the articles, unless the context requires otherwise—
  - "articles" means the company's articles of association;
  - "bankruptcy" includes individual insolvency proceedings in a jurisdiction other than England and Wales or Northern Ireland which have an effect similar to that of bankruptcy,
  - "chairman" has the meaning given in article 10,
  - "chairman of the meeting" has the meaning given in article 29;
  - "Companies Acts" means the Companies Acts (as defined in section 2 of the Companies Act 2006), in so far as they apply to the company;
  - "director" means a director of the company, and includes any person occupying the position of director, by whatever name called,
  - "document" includes, unless otherwise specified, any document sent or supplied in electronic form;
  - "electronic form" has the meaning given in section 1168 of the Companies Act 2006;
  - "fully paid" in relation to a share, means that the nominal value and any premium to be paid to the company in respect of that share have been paid to the company;
  - "hard copy form" has the meaning given in section 1168 of the Companies Act 2006,
  - "holder" in relation to shares means the person whose name is entered in the register of members as the holder of the shares;
  - "instrument" means a document in hard copy form,
  - "ordinary resolution" has the meaning given in section 282 of the Companies Act 2006;
  - "paid" means paid or credited as paid;
  - "participate", in relation to a directors' meeting, has the meaning given in article 8,
  - "proxy notice" has the meaning given in article 35,

"shareholder" means a person who is the holder of a share;

"shares" means shares in the company;

"special resolution" has the meaning given in section 283 of the Companies Act 2006,

"subsidiary" has the meaning given in section 1159 of the Companies Act 2006;

"transmittee" means a person entitled to a share by reason of the death or bankruptcy of a shareholder 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.

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

# Liability of members

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

#### **DIRECTORS' POWERS AND RESPONSIBILITIES**

# Directors' general authority

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

#### Directors may delegate

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

as they think fit

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

#### **DECISION-MAKING BY DIRECTORS**

# Directors to take decisions collectively

- 5. (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 6.
  - (2) If (a) the company only has one director, and
    - (b) no provision of the articles requires it to have more than one director,

the general rule does not apply, and the director may take decisions without regard to any of the provisions of the articles relating to directors' decision-making.

#### Unanimous decisions

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

# Calling a directors' meeting

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

# Participation in directors' meetings

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

## Quorum for directors' meetings

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

# Chairing of directors' meetings

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

# **Conflicts of interest**

- 11. (1) If a proposed decision of the directors is concerned with an actual or proposed transaction or arrangement with the company in which a director is interested, that director is not to be counted as participating in the decision-making process for quorum or voting purposes
  - (2) But if paragraph (3) applies, a director who is interested in an actual or proposed transaction or arrangement with the company is to be counted as participating in the decision-making process for quorum and voting purposes.

(3) This paragraph applies when—

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- (a) the company by ordinary resolution disapplies the provision of the articles which would otherwise prevent a director from being counted as participating in the decision-making process,
- (b) the director's interest cannot reasonably be regarded as likely to give rise to a conflict of interest, or
- (c) the director's conflict of interest arises from a permitted cause
- (4) For the purposes of this article, the following are permitted causes—
  - (a) a guarantee given, or to be given, by or to a director in respect of an obligation incurred by or on behalf of the company or any of its subsidiaries;
  - (b) subscription, or an agreement to subscribe, for shares or other securities of the company or any of its subsidiaries, or to underwrite, sub-underwrite, or guarantee subscription for any such shares or securities; and
  - (c) arrangements pursuant to which benefits are made available to employees and directors or former employees and directors of the company or any of its subsidiaries which do not provide special benefits for directors or former directors
- (5) For the purposes of this article, references to proposed decisions and decision-making

# Records of decisions to be kept

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

# Directors' discretion to make further rules

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

#### APPOINTMENT OF DIRECTORS

# Methods of appointing directors

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

(4) The maximum number and minimum number respectively of the directors may be determined from time to time by ordinary resolution Subject to and in default of any such determination there shall be no maximum number of directors and the minimum number of directors shall be one. Whenever the minimum number of directors is one, a sole director shall have the authority to exercise all the powers and discretions

# Termination of director's appointment

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

# **SHARES AND DISTRIBUTIONS**

# **SHARES**

# **Share Capital**

16. Subject to the provisions of Companies Acts and without prejudice to any rights attached to any existing shares or class of shares, any share may be issued with such rights or restrictions as the company may by ordinary resolution determine.

# All shares to be fully paid up

- 17. (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.
  - (2) This does not apply to shares taken on the formation of the company by the subscribers to the company's memorandum.

# Company not bound by less than absolute interests

18. 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

#### Share certificates

- 19. (1) The company must issue each shareholder, free of charge, with one or more certificates in respect of the shares which that shareholder holds
  - (2) Every certificate must specify—
    - (a) in respect of how many shares, of what class, it is issued,
    - (b) the nominal value of those shares,
    - (c) that the shares are fully paid; and
    - (d) any distinguishing numbers assigned to them
  - (3) No certificate may be issued in respect of shares of more than one class.
  - (4) If more than one person holds a share, only one certificate may be issued in respect of it.
  - (5) Certificates must—
    - (a) have affixed to them the company's common seal, or
    - (b) be otherwise executed in accordance with the Companies Acts

# Lien

20. The company shall have a first and paramount lien on all the shares registered in the name of any member (whether solely or jointly with others) for all moneys due to the company from him or his estate, whether solely or jointly with any other person (whether a member or not) and whether such moneys are presently payable or not. The company's lien on a share shall extend to all dividends or other moneys payable thereon or in respect thereof The directors may at any time resolve that any share shall be exempt, wholly or partly, from the provisions of this Article.

#### Share transfers

- 21. (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.
  - (2) No fee may be charged for registering any instrument of transfer or other document relating to or affecting the title to any share
  - (3) The company may retain any instrument of transfer which is registered
  - (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.
  - (5) The directors may refuse to register the transfer of a share, and if they do so, the instrument of transfer must be returned to the transferee with the notice of refusal unless they suspect that the proposed transfer may be fraudulent.

#### Transmission of shares

- 22. (1) title to a share passes to a transmittee, the company may only recognise the transmittee as having any title to that share
  - (2) A transmittee who produces such evidence of entitlement to shares as the directors may properly require—
    - (a) may, subject to the articles, choose either to become the holder of those shares or to have them transferred to another person, and
    - (b) subject to the articles, and pending any transfer of the shares to another person, has the same rights as the holder had.
  - (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.

# Exercise of transmittees' rights

- 23. (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.
  - (2) If the transmittee wishes to have a share transferred to another person, the transmittee must execute an instrument of transfer in respect of it.
  - (3) Any transfer made or executed under this article is to be treated as if it were made or executed by the person from whom the transmittee has derived rights in respect of the share, and as if the event which gave rise to the transmission had not occurred.

# Transmittees bound by prior notices

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

## **DIVIDENDS AND OTHER DISTRIBUTIONS**

# Procedure for declaring dividends

25. The company may by ordinary resolution declare dividends, and the directors may decide to pay interim dividends.

# **CAPITALISATION OF PROFITS**

# Authority to capitalise and appropriation of capitalised sums

- 26. (1) Subject to the articles, the directors may, if they are so authorised by an ordinary resolution—
  - (a) 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

- (b) 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.
- (2) Capitalised sums must be applied—
  - (a) on behalf of the persons entitled, and
  - (b) in the same proportions as a dividend would have been distributed to them
- (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.
- (4) A capitalised sum which was appropriated from profits available for distribution may be applied 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.
- (5) Subject to the articles the directors may—
  - (a) apply capitalised sums in accordance with paragraphs (3) and (4) partly in one way and partly in another,
  - (b) 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
  - (c) 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.

#### **DECISION-MAKING BY SHAREHOLDERS**

# ORGANISATION OF GENERAL MEETINGS

# Attendance and speaking at general meetings

- 27. (1) A person is able to exercise the right to speak at a general meeting when that person is in a position to communicate to all those attending the meeting, during the meeting, any information or opinions which that person has on the business of the meeting
  - (2) A person is able to exercise the right to vote at a general meeting when—
    - (a) that person is able to vote, during the meeting, on resolutions put to the vote at the meeting, and
    - (b) that person's vote can be taken into account in determining whether or not such resolutions are passed at the same time as the votes of all the other persons attending the meeting.
  - (3) The directors may make whatever arrangements they consider appropriate to enable those attending a general meeting to exercise their rights to speak or vote at it
  - (4) In determining attendance at a general meeting, it is immaterial whether any two or more members attending it are in the same place as each other

(5) Two or more persons who are not in the same place as each other attend a general meeting if their circumstances are such that if they have (or were to have) rights to speak and vote at that meeting, they are (or would be) able to exercise them.

# Quorum for general meetings

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

# Chairing general meetings

- 29. (1) If the directors have appointed a chairman, the chairman shall chair general meetings if present and willing to do so.
  - (2) If the directors have not appointed a chairman, or if the chairman is unwilling to chair the meeting or is not present within ten minutes of the time at which a meeting was due to start—
    - (a) the directors present, or
    - (b) (if no directors are present), the meeting,

must appoint a director or shareholder to chair the meeting, and the appointment of the chairman of the meeting must be the first business of the meeting.

(3) The person chairing a meeting in accordance with this article is referred to as "the chairman of the meeting".

# Attendance and speaking by directors and non-shareholders

- 30. (1) Directors may attend and speak at general meetings, whether or not they are shareholders
  - (2) The chairman of the meeting may permit other persons who are not—
    - (a) shareholders of the company, or
    - (b) otherwise entitled to exercise the rights of shareholders in relation to general meetings,

to attend and speak at a general meeting.

# Adjournment

31. If within half an hour after the time appointed for the meeting a quorum is not present, or if during a meeting a quorum ceases to be present, the meeting if convened upon the requisition of members shall be dissolved. In any other case, it shall stand adjourned to the same day in the next week at the same time and place or to such other day and such other time or place as the directors may determine, and if at the adjourned meeting a quorum is not present or ceases to be present, then the member or members present shall be a quorum

# **VOTING AT GENERAL MEETINGS**

# Voting: general

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

# Errors and disputes

- 33. (1) No objection may be raised to the qualification of any person voting at a general meeting except at the meeting or adjourned meeting at which the vote objected to is tendered, and every vote not disallowed at the meeting is valid
  - (2) Any such objection must be referred to the chairman of the meeting, whose decision is final.

#### Poll votes

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

### Content of proxy notices

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

- is signed by or on behalf of the shareholder appointing the proxy, or is authenticated in such manner as the directors may determine, and
- (d) is delivered to the company in accordance with the articles and any instructions contained in the notice of the general meeting to which they relate
- (2) The company may require proxy notices to be delivered in a particular form, and may specify different forms for different purposes.
- (3) Proxy notices may specify how the proxy appointed under them is to vote (or that the proxy is to abstain from voting) on one or more resolutions.
- (4) Unless a proxy notice indicates otherwise, it must be treated as—
  - (a) allowing the person appointed under it as a proxy discretion as to how to vote on any ancillary or procedural resolutions put to the meeting, and
  - (b) appointing that person as a proxy in relation to any adjournment of the general meeting to which it relates as well as the meeting itself.

#### Delivery of proxy notices

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

# ADMINISTRATIVE ARRANGEMENTS

# Means of communication to be used

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

# Company seals

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

#### DIRECTORS' INDEMNITY AND INSURANCE

# Indemnity

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

#### Insurance

40. (1) The directors may decide to purchase and maintain insurance, at the expense of the company, for the benefit of any relevant director in respect of any relevant loss

# (2) In this article—

- (a) a "relevant director" means any director or former director of the company or an associated company,
- (b) a "relevant loss" means any loss or liability which has been or may be incurred by a relevant director in connection with that director's duties or powers in relation to the company, any associated company or any pension fund or employees' share scheme of the company or associated company, and
- (c) companies are associated if one is a subsidiary of the other or both are subsidiaries of the same body corporate.

Company number 00892832

# THE COMPANIES ACT 2006

#### WRITTEN SHAREHOLDER RESOLUTION

of

#### ST. MODWEN DEVELOPMENTS LIMITED

(the "Company")

Circulation Date: 4 November 2022

WE, being the sole member of the Company who at the date of this resolution is entitled to attend and vote at a general meeting of the Company, RESOLVE, in accordance with Chapter 2 of Part 13 of the Companies Act 2006 (the "Act") to pass the first resolution as a special resolution of the Company (the "Special Resolution") and the second resolution as an ordinary resolution of the Company (the "Ordinary Resolution" together with the Special Resolution, the "Resolutions"):

#### SPECIAL RESOLUTION

1) **THAT**, the draft articles of association (the "New Articles") attached to this resolution be adopted as the articles of association of the Company in substitution for, and to the exclusion of, the Company's existing articles of association.

# ORDINARY RESOLUTION

- 2) THAT, with effect from and subject to the adoption of the New Articles, the thirty thousand (30,000) ordinary shares of £1.00 each in the capital of the Company be and are redesignated as:
  - i) one (1) A Class share of £1.00 in the capital of the Company with attached to it (a) no voting rights, (b) no right of redemption and (c) full dividend and capital distribution rights with regard to distributions related to the assets listed in the corresponding column of Table A, and (d) no distribution rights other than as described more fully in (c);
  - ii) ten-thousand (10,000) B1 Class shares of £1.00 in the capital of the Company each with attached to it (a) no voting rights, (b) no right of redemption and (c) full dividend and capital distribution rights with regard to distributions related to the assets listed in the corresponding column of Table A, and (d) no distribution rights other than as described more fully in (c);
  - iii) one (1) B2 Class share of £1.00 in the capital of the Company with attached to it (a) no voting rights, (b) no right of redemption and (c) full dividend and capital distribution rights with regard to distributions related to the assets listed in the corresponding column of Table A, and (d) no distribution rights other than as described more fully in (c);
  - iv) one (1) B3 Class share of £1.00 in the capital of the Company with attached to it (a) no voting rights, (b) no right of redemption and (c) full dividend and capital distribution rights with regard to distributions related to the assets listed in the corresponding column of Table A, and (d) no distribution rights other than as described more fully in (c);
  - v) one (1) B4 Class share of £1.00 in the capital of the Company with attached to it (a) no voting rights, (b) no right of redemption and (c) full dividend and capital distribution rights with regard to distributions related to the assets listed in the corresponding column of Table A, and (d) no distribution rights other than as described more fully in (c);

- vi) one (1) B5 Class share of £1.00 in the capital of the Company with attached to it (a) no voting rights, (b) no right of redemption and (c) full dividend and capital distribution rights with regard to distributions related to the assets listed in the corresponding column of Table A, and (d) no distribution rights other than as described more fully in (c);
- vii) one (1) B6 Class share of £1.00 in the capital of the Company with attached to it (a) no voting rights, (b) no right of redemption and (c) full dividend and capital distribution rights with regard to distributions related to the assets listed in the corresponding column of Table A, and (d) no distribution rights other than as described more fully in (c);
- viii) one (1) B7 Class share of £1.00 in the capital of the Company with attached to it (a) no voting rights, (b) no right of redemption and (c) full dividend and capital distribution rights with regard to distributions related to the assets listed in the corresponding column of Table A, and (d) no distribution rights other than as described more fully in (c);
- ix) one (1) B8 Class share of £1.00 in the capital of the Company with attached to it (a) no voting rights, (b) no right of redemption and (c) full dividend and capital distribution rights with regard to distributions related to the assets listed in the corresponding column of Table A, and (d) no distribution rights other than as described more fully in (c);
- x) one (1) B9 Class share of £1.00 in the capital of the Company with attached to it (a) no voting rights, (b) no right of redemption and (c) full dividend and capital distribution rights with regard to distributions related to the assets listed in the corresponding column of Table A, and (d) no distribution rights other than as described more fully in (c);
- xi) one (1) B10 Class share of £1.00 in the capital of the Company with attached to it (a) no voting rights, (b) no right of redemption and (c) full dividend and capital distribution rights with regard to distributions related to the assets listed in the corresponding column of Table A, and (d) no distribution rights other than as described more fully in (c);
- xii) one (1) B11 Class share of £1.00 in the capital of the Company with attached to it (a) no voting rights, (b) no right of redemption and (c) full dividend and capital distribution rights with regard to distributions related to the assets listed in the corresponding column of Table A, and (d) no distribution rights other than as described more fully in (c);
- xiii) one (1) B12 Class share of £1.00 in the capital of the Company with attached to it (a) no voting rights, (b) no right of redemption and (c) full dividend and capital distribution rights with regard to distributions related to the assets listed in the corresponding column of Table A, and (d) no distribution rights other than as described more fully in (c);
- xiv) one (1) B13 Class share of £1.00 in the capital of the Company with attached to it (a) no voting rights, (b) no right of redemption and (c) full dividend and capital distribution rights with regard to distributions related to the assets listed in the corresponding column of Table A, and (d) no distribution rights other than as described more fully in (c);
- xv) with, for the avoidance of doubt, the remaining nineteen-thousand nine-hundred and eighty-seven (19,987) ordinary shares of £1.00 each in the capital of the Company remaining as ordinary shares of £1.00 each in the capital of the Company, each with attached to it (a) the entitlement to one vote in any circumstances and (b) full dividend and capital distribution rights, including on winding up, to all distributions other than any in relation to any of the assets listed in Table A.

# Table A

Circulated separately

# **AGREEMENT**

Please read the notes accompanying this document before you signify your agreement to the Resolutions.  $\frac{\partial u_i}{\partial x_i} = \frac{\partial u_i}{\partial x_i} \frac{\partial u_i}{\partial x_i} = \frac{\partial u_i}{\partial x_i} \frac{\partial u_i}{\partial x_i} \frac{\partial u_i}{\partial x_i} = \frac{\partial u_i}{\partial x_i} \frac{\partial u_i}{\partial x_i} \frac{\partial u_i}{\partial x_i} = \frac{\partial u_i}{\partial x_i} \frac{\partial u_i}{\partial x_i} \frac{\partial u_i}{\partial x_i} = \frac{\partial u_i}{\partial x_i} \frac{\partial u_i}{\partial x_i} \frac{\partial u_i}{\partial x_i} = \frac{\partial u_i}{\partial x_i} \frac{\partial u_i}{\partial x_i} \frac{\partial u_i}{\partial x_i} = \frac{\partial u_i}{\partial x_i} \frac{\partial u_i}{\partial x_i} \frac{\partial u_i}{\partial x_i} = \frac{\partial u_i}{\partial x_i} \frac{\partial u_i}{\partial x_i} \frac{\partial u_i}{\partial x_i} = \frac{\partial u_i}{$ 

The undersigned being the sole eligible member of the Company entitled to vote on the above Resolutions on the Circulation Date hereby irrevocably agree to the Resolutions above.

SIGNED for and on behalf of St. Modwen Properties Limited

Name:

Sarwjit Sambhi

Title:

Director

# **NOTES**

- 1. You can choose to agree to the Resolutions or not. If you agree to the Resolutions, please indicate your agreement by signing and dating this document as indicated and returning to the Company in hard copy or in electronic form.
- 2. 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.
- 3. Your agreement to the Resolutions, once indicated, may not be revoked. If sufficient agreement has not been received by the date 28 days from the Circulation Date (as stated above) for the Resolutions to pass then they will lapse.
- 4. If you are signing this document on behalf of a member of the Company under a power of attorney or other authority, please send a copy of the relevant power of attorney or authority when returning this document.

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# ARTICLES OF ASSOCIATION

OF

St. Modwen Developments Limited

(Adopted by Special Resolution on 4 November 2022)

Two Devon Way Longbridge Birmingham United Kingdom B31 2TS

# INTERPRETATION AND LIMITATION OF LIABILITY

#### 1. **PRELIMINARY**

The model articles of association for private companies limited by shares contained in Schedule 1 to the Companies (Model Articles) Regulations 2008 (SI 2008 no 3229) (the "Model Articles") shall apply to the Company save in so far as they are excluded or modified hereby and such Model Articles and the articles set out below shall be the Articles of Association of the Company (the "Articles")

In these Articles, any reference to a provision of the Companies Act 2006 shall be deemed to include any reference to any statutory modification or re-enactment of that provision for the time being in force

Model Articles 4, 6, 13, 14 6-7, 19, 20, 25, 30 2-7, 31-35, 41, 47, 50 & 51 do not apply to the Company

#### **Defined terms**

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- 1. In the articles, unless the context requires otherwise—
  - "articles" means the company's articles of association;
  - "bankruptcy" includes individual insolvency proceedings in a jurisdiction other than England and Wales or Northern Ireland which have an effect similar to that of bankruptcy,
  - "chairman" has the meaning given in article 10,
  - "chairman of the meeting" has the meaning given in article 29;
  - "Companies Acts" means the Companies Acts (as defined in section 2 of the Companies Act 2006), in so far as they apply to the company;
  - "director" means a director of the company, and includes any person occupying the position of director, by whatever name called,
  - "document" includes, unless otherwise specified, any document sent or supplied in electronic form;
  - "electronic form" has the meaning given in section 1168 of the Companies Act 2006;
  - "fully paid" in relation to a share, means that the nominal value and any premium to be paid to the company in respect of that share have been paid to the company;
  - "hard copy form" has the meaning given in section 1168 of the Companies Act 2006,
  - "holder" in relation to shares means the person whose name is entered in the register of members as the holder of the shares;
  - "instrument" means a document in hard copy form,
  - "ordinary resolution" has the meaning given in section 282 of the Companies Act 2006;
  - "paid" means paid or credited as paid;
  - "participate", in relation to a directors' meeting, has the meaning given in article 8,
  - "proxy notice" has the meaning given in article 35,

"shareholder" means a person who is the holder of a share;

"shares" means shares in the company;

"special resolution" has the meaning given in section 283 of the Companies Act 2006,

"subsidiary" has the meaning given in section 1159 of the Companies Act 2006;

"transmittee" means a person entitled to a share by reason of the death or bankruptcy of a shareholder 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.

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

# Liability of members

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

#### **DIRECTORS' POWERS AND RESPONSIBILITIES**

# Directors' general authority

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

#### Directors may delegate

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

as they think fit

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

#### **DECISION-MAKING BY DIRECTORS**

# Directors to take decisions collectively

- 5. (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 6.
  - (2) If (a) the company only has one director, and
    - (b) no provision of the articles requires it to have more than one director,

the general rule does not apply, and the director may take decisions without regard to any of the provisions of the articles relating to directors' decision-making.

#### Unanimous decisions

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

# Calling a directors' meeting

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

# Participation in directors' meetings

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

## Quorum for directors' meetings

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

# Chairing of directors' meetings

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

#### **Conflicts of interest**

- 11. (1) If a proposed decision of the directors is concerned with an actual or proposed transaction or arrangement with the company in which a director is interested, that director is not to be counted as participating in the decision-making process for quorum or voting purposes
  - (2) But if paragraph (3) applies, a director who is interested in an actual or proposed transaction or arrangement with the company is to be counted as participating in the decision-making process for quorum and voting purposes.

- (3) This paragraph applies when—
  - (a) the company by ordinary resolution disapplies the provision of the articles which would otherwise prevent a director from being counted as participating in the decision-making process,
  - (b) the director's interest cannot reasonably be regarded as likely to give rise to a conflict of interest, or
  - (c) the director's conflict of interest arises from a permitted cause
- (4) For the purposes of this article, the following are permitted causes—
  - (a) a guarantee given, or to be given, by or to a director in respect of an obligation incurred by or on behalf of the company or any of its subsidiaries;
  - (b) subscription, or an agreement to subscribe, for shares or other securities of the company or any of its subsidiaries, or to underwrite, sub-underwrite, or guarantee subscription for any such shares or securities; and
  - (c) arrangements pursuant to which benefits are made available to employees and directors or former employees and directors of the company or any of its subsidiaries which do not provide special benefits for directors or former directors
- (5) For the purposes of this article, references to proposed decisions and decision-making

## Records of decisions to be kept

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

# Directors' discretion to make further rules

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

# APPOINTMENT OF DIRECTORS

# Methods of appointing directors

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

(4) The maximum number and minimum number respectively of the directors may be determined from time to time by ordinary resolution Subject to and in default of any such determination there shall be no maximum number of directors and the minimum number of directors shall be one. Whenever the minimum number of directors is one, a sole director shall have the authority to exercise all the powers and discretions

# Termination of director's appointment

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

# **SHARES AND DISTRIBUTIONS**

# **SHARES**

# **Share Capital**

16. Subject to the provisions of Companies Acts and without prejudice to any rights attached to any existing shares or class of shares, any share may be issued with such rights or restrictions as the company may by ordinary resolution determine.

# All shares to be fully paid up

- 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.
  - (2) This does not apply to shares taken on the formation of the company by the subscribers to the company's memorandum.

# Company not bound by less than absolute interests

18. 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

# Share certificates

- 19. (1) The company must issue each shareholder, free of charge, with one or more certificates in respect of the shares which that shareholder holds
  - (2) Every certificate must specify—
    - (a) in respect of how many shares, of what class, it is issued,
    - (b) the nominal value of those shares,
    - (c) that the shares are fully paid; and
    - (d) any distinguishing numbers assigned to them
  - (3) No certificate may be issued in respect of shares of more than one class.
  - (4) If more than one person holds a share, only one certificate may be issued in respect of it.
  - (5) Certificates must—
    - (a) have affixed to them the company's common seal, or
    - (b) be otherwise executed in accordance with the Companies Acts

# Lien

20. The company shall have a first and paramount lien on all the shares registered in the name of any member (whether solely or jointly with others) for all moneys due to the company from him or his estate, whether solely or jointly with any other person (whether a member or not) and whether such moneys are presently payable or not. The company's lien on a share shall extend to all dividends or other moneys payable thereon or in respect thereof The directors may at any time resolve that any share shall be exempt, wholly or partly, from the provisions of this Article.

# Share transfers

- 21. (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.
  - (2) No fee may be charged for registering any instrument of transfer or other document relating to or affecting the title to any share
  - (3) The company may retain any instrument of transfer which is registered
  - (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.
  - (5) The directors may refuse to register the transfer of a share, and if they do so, the instrument of transfer must be returned to the transferee with the notice of refusal unless they suspect that the proposed transfer may be fraudulent.

# Transmission of shares

- 22. (1) title to a share passes to a transmittee, the company may only recognise the transmittee aschaving any title to that share
  - (2) A transmittee who produces such evidence of entitlement to shares as the directors may properly require—
    - (a) may, subject to the articles, choose either to become the holder of those shares or to have them transferred to another person, and
    - (b) subject to the articles, and pending any transfer of the shares to another person, has the same rights as the holder had.
  - (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.

# Exercise of transmittees' rights

- 23. (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.
  - (2) If the transmittee wishes to have a share transferred to another person, the transmittee must execute an instrument of transfer in respect of it.
  - (3) Any transfer made or executed under this article is to be treated as if it were made or executed by the person from whom the transmittee has derived rights in respect of the share, and as if the event which gave rise to the transmission had not occurred.

#### Transmittees bound by prior notices

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

# **DIVIDENDS AND OTHER DISTRIBUTIONS**

#### Procedure for declaring dividends

25. The company may by ordinary resolution declare dividends, and the directors may decide to pay interim dividends.

#### **CAPITALISATION OF PROFITS**

# Authority to capitalise and appropriation of capitalised sums

- 26. (1) Subject to the articles, the directors may, if they are so authorised by an ordinary resolution—
  - (a) 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

- (b) 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.
- (2) Capitalised sums must be applied—

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- (a) on behalf of the persons entitled, and
- (b) in the same proportions as a dividend would have been distributed to them
- (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.
- (4) A capitalised sum which was appropriated from profits available for distribution may be applied 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.
- (5) Subject to the articles the directors may—
  - (a) apply capitalised sums in accordance with paragraphs (3) and (4) partly in one way and partly in another,
  - (b) 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
  - (c) 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.

#### **DECISION-MAKING BY SHAREHOLDERS**

#### ORGANISATION OF GENERAL MEETINGS

# Attendance and speaking at general meetings

- 27. (1) A person is able to exercise the right to speak at a general meeting when that person is in a position to communicate to all those attending the meeting, during the meeting, any information or opinions which that person has on the business of the meeting
  - (2) A person is able to exercise the right to vote at a general meeting when—
    - (a) that person is able to vote, during the meeting, on resolutions put to the vote at the meeting, and
    - (b) that person's vote can be taken into account in determining whether or not such resolutions are passed at the same time as the votes of all the other persons attending the meeting.
  - (3) The directors may make whatever arrangements they consider appropriate to enable those attending a general meeting to exercise their rights to speak or vote at it
  - (4) In determining attendance at a general meeting, it is immaterial whether any two or more members attending it are in the same place as each other

(5) Two or more persons who are not in the same place as each other attend a general meeting if their circumstances are such that if they have (or were to have) rights to speak and vote at that meeting, they are (or would be) able to exercise them.

# Quorum for general meetings

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

# Chairing general meetings

- 29. (1) If the directors have appointed a chairman, the chairman shall chair general meetings if present and willing to do so.
  - (2) If the directors have not appointed a chairman, or if the chairman is unwilling to chair the meeting or is not present within ten minutes of the time at which a meeting was due to start—
    - (a) the directors present, or
    - (b) (if no directors are present), the meeting,

must appoint a director or shareholder to chair the meeting, and the appointment of the chairman of the meeting must be the first business of the meeting.

(3) The person chairing a meeting in accordance with this article is referred to as "the chairman of the meeting".

# Attendance and speaking by directors and non-shareholders

- 30. (1) Directors may attend and speak at general meetings, whether or not they are shareholders
  - (2) The chairman of the meeting may permit other persons who are not—
    - (a) shareholders of the company, or
    - (b) otherwise entitled to exercise the rights of shareholders in relation to general meetings,

to attend and speak at a general meeting.

# Adjournment

31. If within half an hour after the time appointed for the meeting a quorum is not present, or if during a meeting a quorum ceases to be present, the meeting if convened upon the requisition of members shall be dissolved. In any other case, it shall stand adjourned to the same day in the next week at the same time and place or to such other day and such other time or place as the directors may determine, and if at the adjourned meeting a quorum is not present or ceases to be present, then the member or members present shall be a quorum

# **VOTING AT GENERAL MEETINGS**

# Voting: general

32. 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

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# Errors and disputes

- 33. (1) No objection may be raised to the qualification of any person voting at a general meeting except at the meeting or adjourned meeting at which the vote objected to is tendered, and every vote not disallowed at the meeting is valid
  - (2) Any such objection must be referred to the chairman of the meeting, whose decision is final.

#### Poll votes

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

# Content of proxy notices

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

- (c) is signed by or on behalf of the shareholder appointing the proxy, or is authenticated in such manner as the directors may determine, and
- (d) is delivered to the company in accordance with the articles and any instructions contained in the notice of the general meeting to which they relate
- (2) The company may require proxy notices to be delivered in a particular form, and may specify different forms for different purposes.
- (3) Proxy notices may specify how the proxy appointed under them is to vote (or that the proxy is to abstain from voting) on one or more resolutions.
- (4) Unless a proxy notice indicates otherwise, it must be treated as—
  - (a) allowing the person appointed under it as a proxy discretion as to how to vote on any ancillary or procedural resolutions put to the meeting, and
  - (b) appointing that person as a proxy in relation to any adjournment of the general meeting to which it relates as well as the meeting itself.

# **Delivery of proxy notices**

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

# ADMINISTRATIVE ARRANGEMENTS

# Means of communication to be used

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

# Company seals

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

#### DIRECTORS' INDEMNITY AND INSURANCE

#### Indemnity

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

#### Insurance

40. (1) The directors may decide to purchase and maintain insurance, at the expense of the company, for the benefit of any relevant director in respect of any relevant loss

# (2) In this article—

- a "relevant director" means any director or former director of the company or an associated company, where the company of the
- (b) a "relevant loss" means any loss or liability which has been or may be incurred by a relevant director in connection with that director's duties or powers in relation to the company, any associated company or any pension fund or employees' share scheme of the company or associated company, and
- (c) companies are associated if one is a subsidiary of the other or both are subsidiaries of the same body corporate.