

#### **FILE COPY**

# CERTIFICATE OF INCORPORATION OF A PRIVATE LIMITED COMPANY

Company Number 11469098

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

### **OXFORDSHIRE LIVEABLE STREETS**

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

Given at Companies House on 17th July 2018



\*N11469098P\*





PO 06491112 40 PG 6049.412/40

In accordance with Section 9 of the Companies Act 2006.

## **IN01**

## Application to register a company

Companies House

#285

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

✓ What this form is for You may use this form to register a private or public company. You cannot use this, please use this form with significator has applied having their copublic register.



\*A79LIR6A\* A05 06/07/2018 COMPANIES HOUSE

\*A78LMPK3\* A22 21/06/2018 COMPANIES HOUSE at nieshouse

on, please

companieshouse.gov.uk to get a separate form.

Part 1	Company details	
A1	Company name	→ Filling in this form Please complete in typescript or in
	Check if a company name is available by using our name availability search:	bold black capitals.
	www.companieshouse.gov.uk/info	All fields are mandatory unless specified or indicated by *
	Please show the proposed company name below.	Duplicate names  Duplicate names are not permitted.  A list of registered names can
Proposed company	Oxfordshire Liveable Streets	be found on our website. There are various rules that may affect
For official use	111461098	your choice of name. More information on this is available in our guidance at: www.gov.uk/companieshouse
A2	Company name restrictions ®	
	Please tick the box only if the proposed company name contains sensitive or restricted words or expressions that require you to seek comments of a government department or other specified body.	Company name restrictions     A list of sensitive or restricted     words or expressions that require     consent can be found in our
	I confirm that the proposed company name contains sensitive or restricted words or expressions and that approval, where appropriate, has been sought of a government department or other specified body and I attach a copy of their response.	guidance at: www.gov.uk/companieshouse
A3	Exemption from name ending with 'Limited' or 'Cyfyngedig'®	<b>⊗</b> Name ending exemption
	Please tick the box if you wish to apply for exemption from the requirement to have the name ending with 'Limited', Cyfyngedig' or permitted alternative.	Only private companies that are limited by guarantee and meet other specific requirements or private
	I confirm that the above proposed company meets the conditions for exemption from the requirement to have a name ending with 'Limited', 'Cyfyngedig' or permitted alternative.	companies that are charities are eligible to apply for this. For more details, please go to our website: www.gov.uk/companieshouse

IN01		
<b>Application</b>	to register	a company

A4	Con	npai	ny ty	/pe <sup>€</sup>		
		ility ( Pul Pri Pri Pri	only only only only only only only only	one b mitec limite limite unlim	that describes the proposed company type and members' ox must be ticked):  I by shares d by shares d by guarantee ited with share capital ited without share capital	Company type     If you are unsure of your company's     type, please go to our website:     www.gov.uk/companieshouse
A5	Prin	cipa	al bu	ısine	ess activity	<del></del>
			now t		ade classification code number(s) for the principal	Principal business activity You must provide a trade classification code (SIC code 2007)
Classification code 1	8	2	9	9	0	or a description of your company's main business in this section.
Classification code 2 Classification code 3	<u>9</u> 	4	9	9		A full list of the trade classification codes is available on our website:
Classification code 4	屵					www.gov.uk/companieshouse
					mine a code, please give a brief description of the sactivity below:	_   .
A6	Plea	ise tic posec Eng Wa Sco	ck the I regi:	appestered	ropriate box below that describes the situation of the diffice (only one box must be ticked): Wales  and	Registered office     Every company must have a registered office and this is the address to which the Registrar will send correspondence.     For England and Wales companies, the address must be in England or Wales.     For Welsh, Scottish or Northern Ireland companies, the address must be in Wales, Scotland or Northern Ireland respectively.

A7	Registered office address •	
	Please give the registered office address of your company.	• Registered office address You must ensure that the address
Building name/number	115	shown in this section is consistent with the situation indicated in
Street	Magdalen Road	section A6.
		You must provide an address in England or Wales for companies to
Post town	Oxford	be registered in England and Wales.
County/Region	Oxfordshire	You must provide an address in Wales, Scotland or Northern Ireland
Postcode	0 X 4 1 R Q	for companies to be registered in Wales, Scotland or Northern Ireland respectively.
A8	Articles of association	
	Please choose one option only and tick one box only.	For details of which company type
Option 1	I wish to adopt one of the following model articles in its entirety. Please tick only one box.	can adopt which model articles, please go to our website: www.gov.uk/companieshouse
	Private limited by shares	A Community Interest Company
	Private limited by guarantee Public company	(CIC) cannot adopt model articles.  If you are incorporating a CIC you must tick option 3 and attach a copy of the bespoke articles.
Option 2	I wish to adopt the following model articles with additional and/or amended provisions. I attach a copy of the additional and/or amended provision(s). Please tick only <b>one</b> box.  Private limited by shares	of the sespone didees
	Private limited by guarantee  Dublic company	
Option 3	I wish to adopt entirely bespoke articles. I attach a copy of the bespoke articles to this application.	
A9	Restricted company articles ®	
	Please tick the box below if the company's articles are restricted.	Restricted company articles Restricted company articles are those containing provision for entrenchment. For more details, please go to our website: www.gov.uk/companieshouse

### **IN01**

Application to register a company

## Part 2 Proposed officers

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

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

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

#### Secretary

B1	Secretary appointments •	
	Please use this section to list all the secretary appointments taken on formation. For a corporate secretary, complete Sections C1-C4.	O Corporate appointments  For corporate secretary  appointments, please complete
Title*		section C1-C4 instead of section B.
Full forename(s)		Additional appointments
Surname		If you wish to appoint more than one secretary, please use
Former name(s)		the 'Secretary appointments' continuation page.
		Former name(s) Please provide any previous names (including maiden or married names) which have been used for business purposes in the last 20 years.
B2	Secretary's service address ®	
Building name/number		Service address
Street		This is the address that will appear on the public record. This does not have to be your usual residential address.
Post town		Please state 'The Company's
County/Region		Registered Office' if your service address will be recorded in the
Postcode		proposed company's register of secretaries as the company's registered office.
Country		If you provide your residential address here it will appear on the public record.
The second secon	The second secon	
	·	

### **Corporate secretary**

C1	Corporate secretary appointments •	
	Please use this section to list all the corporate secretary appointments taken on formation.	• Additional appointments If you wish to appoint more than one corporate secretary, please use the
Name of corporate body/firm		'Corporate secretary appointments' continuation page.  Registered or principal address
Building name/number		This is the address that will appear
Street		on the public record. This address must be a physical location for the delivery of documents. It cannot be a PO box number (unless contained within a full address), DX number or
Post town		LP (Legal Post in Scotland) number.
County/Region		
Postcode		
Country		
C2	Location of the registry of the corporate body or firm	
_	Is the corporate secretary registered within the European Economic Area (EEA)?	
	<ul> <li>→ Yes Complete Section C3 only</li> <li>→ No Complete Section C4 only</li> </ul>	
ß	EEA companies ®	
	Please give details of the register where the company file is kept (including the relevant state) and the registration number in that register.	● EEA  A full list of countries of the EEA can be found in our guidance:
Where the company/ firm is registered ❷		www.gov.uk/companieshouse  ● This is the register mentioned in Article 3 of the First Company Law
Registration number	·	Directive (68/151/EEC).
C4	Non-EEA companies	
	Please give details of the legal form of the corporate body or firm and the law by which it is governed. If applicable, please also give details of the register in which it is entered (including the state) and its registration number in that register.	Non-EEA     Where you have provided details of the register (including state) where the company or firm is registered,
Legal form of the corporate body or firm		you must also provide its number in that register.
Governing law		
If applicable, where the company/firm is registered •		
Registration number		
·		

D1	Director appointments ●	
	Please use this section to list all the director appointments taken on formation. For a corporate director, complete Sections E1-E4.	Appointments     Private companies must appoint     at least one director who is an
Title*	Mr	individual. Public companies must appoint at least two directors, one of
Full forename(s)	Scott Andrew	which must be an individual.
Surname	Urban	Former name(s)     Please provide any previous names
Former name(s) 🕏		(including maiden or married names) which have been used for business purposes in the last 20 years.
Country/State of residence	UK	<b>Solutify State of residence</b> This is in respect of your usual residential address as stated in
Nationality	English	section D4.
Month/year of birth	X X   0   8   1   9   6   9	Month and year of birth     Please provide month and year only.
Business occupation (if any) 🏵		Business occupation If you have a business occupation, please enter here. If you do not, please leave blank.
		Additional appointments  If you wish to appoint more than one director, please use the 'Director appointments' continuation page.
D2	Director's service address <sup>©</sup>	
3	Please complete the service address below. You must also fill in the director's usual residential address in <b>Section D4</b> .	Service address This is the address that will appear
Building name/number	The Company's Registered Office	on the public record. This does not have to be your usual residential
Street		address.  Please state 'The Company's  Registered Office' if your service  address will be recorded in the
Post town		proposed company's register of
County/Region		directors as the company's registered office.
Postcode		If you provide your residential address here it will appear on the
Country		public record.
•		
		1

D1	Director appointments •	
	Please use this section to list all the director appointments taken on formation.  For a corporate director, complete Sections E1-E4.	Appointments     Private companies must appoint     at least one director who is an
Title*	Ms	individual. Public companies must appoint at least two directors, one of
Full forename(s)	Loma	which must be an individual.
Surname	King	Former name(s) Please provide any previous names
Former name(s) ●		(including maiden or married names) which have been used for business purposes in the last 20 years.
Country/State of residence •	UK	Country/State of residence     This is in respect of your usual residential address as stated in
Nationality	English	section D4.
Month/year of birth <sup>©</sup>	X X   0 8   1   9   5	Month and year of birth Please provide month and year only.
Business occupation (if any)		Business occupation     If you have a business occupation,     please enter here. If you do not,     please leave blank.
	*	Additional appointments If you wish to appoint more than one director, please use the 'Director appointments' continuation page.
D2	Director's service address ®	,
	Please complete the service address below. You must also fill in the director's usual residential address in <b>Section D4</b> .	Service address     This is the address that will appear on the public record. This does not
Building name/number	The Company's Registered Office	have to be your usual residential address.
Street		Please state 'The Company's Registered Office' if your service
Post town		address will be recorded in the proposed company's register of
County/Region		directors as the company's registered office.
Postcode		If you provide your residential address here it will appear on the
Country		public record.

D1	Director appointments •	
	Please use this section to list all the director appointments taken on formation.  For a corporate director, complete Sections E1-E4.	Appointments     Private companies must appoint     at least one director who is an
Title*	Mr	individual. Public companies must appoint at least two directors, one of
Full forename(s)	Robert William	which must be an individual.
Surname	Haynes	Former name(s)     Please provide any previous names
Former name(s)�		(including maiden or married names) which have been used for business purposes in the last 20 years.
Country/State of residence	UK	Country/State of residence This is in respect of your usual residential address as stated in
Nationality	English	section D4.
Month/year of birth <sup>©</sup>	X X <sup>®</sup> 0 <sup>®</sup> 9 '1 '9 '6 '2	Month and year of birth     Please provide month and year only.
Business occupation (if any) ♥		Business occupation If you have a business occupation, please enter here. If you do not, please leave blank.
D2	Director's service address   Please complete the service address below. You must also fill in the director's	<b>©</b> Service address
	usual residential address in Section D4.	This is the address that will appear on the public record. This does not
Building name/number	The Company's Registered Office	have to be your usual residential address.
Street		Please state 'The Company's Registered Office' if your service address will be recorded in the
Post town		proposed company's register of directors as the company's
County/Region		registered office.
Postcode		If you provide your residential address here it will appear on the
Country		public record.

D1	Director appointments •	
	Please use this section to list all the director appointments taken on formation.  For a corporate director, complete Sections E1-E4.	Appointments     Private companies must appoint     at least one director who is an
Title*	Mr	individual. Public companies must appoint at least two directors, one of
Full forename(s)	Daniel	which must be an individual.  Tormer name(s)
Surname Former name(s)●	Yee	Please provide any previous names (including maiden or married names) which have been used for business purposes in the last 20 years.
Country/State of residence	UK	© Country/State of residence This is in respect of your usual residential address as stated in
Nationality	English	section D4.
Month/year of birth	X X 10 10 11 19 16 19	Month and year of birth     Please provide month and year only.
Business occupation (if any) ●		Business occupation  If you have a business occupation, please enter here. If you do not, please leave blank.
		1
D2	Director's service address  Please complete the service address below. You must also fill in the director's	Service address
	Please complete the service address below. You must also fill in the director's usual residential address in <b>Section D4</b> .	This is the address that will appear on the public record. This does not
Building name/number	Please complete the service address below. You must also fill in the director's	This is the address that will appear
Building name/number	Please complete the service address below. You must also fill in the director's usual residential address in <b>Section D4</b> .	This is the address that will appear on the public record. This does not have to be your usual residential address.  Please state 'The Company's Registered Office' if your service
Building name/number Street	Please complete the service address below. You must also fill in the director's usual residential address in <b>Section D4</b> .	This is the address that will appear on the public record. This does not have to be your usual residential address.  Please state 'The Company's Registered Office' if your service address will be recorded in the proposed company's register of
Building name/number Street Post town	Please complete the service address below. You must also fill in the director's usual residential address in <b>Section D4</b> .	This is the address that will appear on the public record. This does not have to be your usual residential address.  Please state 'The Company's Registered Office' if your service address will be recorded in the
Building name/number Street	Please complete the service address below. You must also fill in the director's usual residential address in <b>Section D4</b> .	This is the address that will appear on the public record. This does not have to be your usual residential address.  Please state 'The Company's Registered Office' if your service address will be recorded in the proposed company's register of directors as the company's registered office.  If you provide your residential
Building name/number Street  Post town County/Region	Please complete the service address below. You must also fill in the director's usual residential address in <b>Section D4</b> .	This is the address that will appear on the public record. This does not have to be your usual residential address.  Please state 'The Company's Registered Office' if your service address will be recorded in the proposed company's register of directors as the company's registered office.

For a  Fittle*  Ms  Full forename(s)  Surname  Wh  Former name(s)  Country/State of residence  Nationality  For a  Ms  Country/State of residence  English  For a  Ms  Ms  Ms  Ms  Ms  Ms  Ms  Ms  Ms  M	e use this section to list all the director appointments taken on formation. a corporate director, complete Sections E1-E4.  bitha  iting	which must be an individual.  Former name(s) Please provide any previous names
Full forename(s)  Surname  Wh  Former name(s)  Country/State of residence  Nationality  Table  Wh	iting	individual. Public companies must appoint at least two directors, one of which must be an individual.  Former name(s) Please provide any previous names (including maiden or married names) which have been used for business purposes in the last 20 years.  Country/State of residence This is in respect of your usual
Surname Wh Former name(s)  Country/State of residence Nationality Eng	iting	which must be an individual.  Former name(s) Please provide any previous names (including maiden or married names) which have been used for business purposes in the last 20 years.  Country/State of residence This is in respect of your usual
Country/State of residence Patients		Please provide any previous names (including maiden or married names) which have been used for business purposes in the last 20 years.  Country/State of residence This is in respect of your usual
Country/State of residence Stationality		(including maiden or married names) which have been used for business purposes in the last 20 years.  Country/State of residence This is in respect of your usual
residence • Cresidence • Eng		This is in respect of your usual
	glish	resinguing agains 22 and and 111
Month/year of birth   X		section D4.
	X	Month and year of birth     Please provide month and year only.
Business occupation (if any) <sup>(a)</sup>		Business occupation If you have a business occupation, please enter here. If you do not, please leave blank.
Pleas	e complete the service address below. You must also fill in the director's tresidential address in Section D4	Service address This is the address that will appear
usua	residential address in Section D4.	This is the address that will appear on the public record. This does not
Building name/number The	Company's Registered Office	have to be your usual residential address.
Jucet		Please state 'The Company's Registered Office' if your service
Post town		address will be recorded in the proposed company's register of
County/Region		directors as the company's registered office.
Postcode		If you provide your residential
Country	1 1 1 1 1	address here it will appear on the public record.

D1	Director appointments ♥	
	Please use this section to list all the director appointments taken on formation. For a corporate director, complete Sections E1-E4.	Appointments     Private companies must appoint     at least one director who is an
lītle*	Mr	individual. Public companies must appoint at least two directors, one of
Full forename(s)	Simon Bernard	which must be an individual.
Surname	Pratt	● Former name(s) Please provide any previous names
Former name(s)●		(including maiden or married names) which have been used for business purposes in the last 20 years.
Country/State of residence	UK	Ocountry/State of residence This is in respect of your usual residential address as stated in
Nationality	English	section D4.
Month/year of birth	X X   "0   "4   '1   '9   '5   '6	O Month and year of birth Please provide month and year only.
Business occupation (if any) ♥		Business occupation If you have a business occupation, please enter here. If you do not, please leave blank.
D2	Director's service address   Please complete the service address below. You must also fill in the director's usual residential address in Section DA	Service address This is the address that will appear
	Please complete the service address below. You must also fill in the director's usual residential address in <b>Section D4</b> .	This is the address that will appear on the public record. This does not
Building name/number	Please complete the service address below. You must also fill in the director's usual residential address in <b>Section D4</b> .	This is the address that will appear on the public record. This does not have to be your usual residential address.
Building name/number	Please complete the service address below. You must also fill in the director's usual residential address in <b>Section D4</b> .	This is the address that will appear on the public record. This does not have to be your usual residential address.  Please state 'The Company's Registered Office' if your service
Building name/number Street	Please complete the service address below. You must also fill in the director's usual residential address in <b>Section D4</b> .	This is the address that will appear on the public record. This does not have to be your usual residential address.  Please state 'The Company's Registered Office' if your service address will be recorded in the proposed company's register of
Building name/number Street Post town	Please complete the service address below. You must also fill in the director's usual residential address in <b>Section D4</b> .	This is the address that will appear on the public record. This does not have to be your usual residential address.  Please state 'The Company's Registered Office' if your service address will be recorded in the
Building name/number Street  Post town County/Region  Postcode	Please complete the service address below. You must also fill in the director's usual residential address in <b>Section D4</b> .	This is the address that will appear on the public record. This does not have to be your usual residential address.  Please state 'The Company's Registered Office' if your service address will be recorded in the proposed company's register of directors as the company's

	Director appointments •	
	Please use this section to list all the director appointments taken on formation.  For a corporate director, complete Sections E1-E4.	Appointments     Private companies must appoint     at least one director who is an
Title*	Mr	individual. Public companies must appoint at least two directors, one of
Full forename(s)	Nathan	which must be an individual.
Surname	Evans	Former name(s)     Please provide any previous names
Former name(s)		(including maiden or married names) which have been used for business purposes in the last 20 years.
Country/State of residence •	UK	Country/State of residence This is in respect of your usual residential address as stated in
Nationality	English	section D4.
Month/year of birth	X X 60 6 71 79 79 74	<b>9</b> Month and year of birth Please provide month and year only.
Business occupation (if any) ♥		Business occupation If you have a business occupation, please enter here. If you do not, please leave blank.
	Please complete the service address below. You must also fill in the director's usual residential address in <b>Section D4</b> .	Service address  This is the address that will appear on the public record. This does not
Building name/number		on the public record. This does not
Street	The Company's Registered Office	have to be your usual residential
	The Company's Registered Office	address.
<i>f</i>	The Company's Registered Office	address.  Please state 'The Company's Registered Office' if your service
	The Company's Registered Office	address.  Please state 'The Company's Registered Office' if your service address will be recorded in the proposed company's register of
	The Company's Registered Office	address.  Please state 'The Company's Registered Office' if your service address will be recorded in the proposed company's register of directors as the company's registered office.
County/Region Postcode	The Company's Registered Office	address.  Please state 'The Company's Registered Office' if your service address will be recorded in the proposed company's register of directors as the company's registered office.  If you provide your residential address here it will appear on the
County/Region Postcode	The Company's Registered Office	address.  Please state 'The Company's Registered Office' if your service address will be recorded in the proposed company's register of directors as the company's registered office.  If you provide your residential
County/Region Postcode	The Company's Registered Office	address.  Please state 'The Company's Registered Office' if your service address will be recorded in the proposed company's register of directors as the company's registered office.  If you provide your residential address here it will appear on the
County/Region Postcode	The Company's Registered Office	address.  Please state 'The Company's Registered Office' if your service address will be recorded in the proposed company's register of directors as the company's registered office.  If you provide your residential address here it will appear on the
County/Region Postcode	The Company's Registered Office	address.  Please state 'The Company's Registered Office' if your service address will be recorded in the proposed company's register of directors as the company's registered office.  If you provide your residential address here it will appear on the
County/Region Postcode	The Company's Registered Office	address.  Please state 'The Company's Registered Office' if your service address will be recorded in the proposed company's register of directors as the company's registered office.  If you provide your residential address here it will appear on the
Post town County/Region Postcode Country	The Company's Registered Office	address.  Please state 'The Company's Registered Office' if your service address will be recorded in the proposed company's register of directors as the company's registered office.  If you provide your residential address here it will appear on the
County/Region Postcode	The Company's Registered Office	address.  Please state 'The Company's Registered Office' if your service address will be recorded in the proposed company's register of directors as the company's registered office.  If you provide your residential address here it will appear on the

Please use this section to list all the director appointments taken on formation. For a corporate director, complete Sections E1-E4.  Title* Mr  Full forename(s) Jan  Surname Fehse  Former name(s)  Country/State of residence  Tesidence  Month/year of birth  Mon	Director	Disability of the second of th	
For a corporate director, complete Sections E1-E4.    Private companies must appoint at rise at one director who is an individual Public companies must appoint at rise at one directors, one which must be an individual Public companies must appoint at rise at two directors, one which must be an individual Public companies must appoint at rise at two directors, one which must be an individual. Public companies must appoint at rise at two directors, one which must be an individual. Public companies must appoint at rise at two directors, one which must be an individual. Public companies must appoint at rise at the directors, one which must be an individual. Public companies must appoint at rise at the start of great organics must appoint at rise at the start of great appoint at least two great appoint at least 20 years.	D1	Director appointments •	
appoint at least two directors, one which must be an individual.  Fehse  Fehse  Fehse  Former name(s)  Fehse  Country/State of residence on this is in respect of your usual residential address as stated in section D4.  Month year of birth Pease provide and year of birth Pease provide month and year of birth Pease leave blank.  Building name/number  The Company's Registered Office  The Company's Registered Office  Fost town  County/Region Postcode  Former name(s) Fo			Private companies must appoint
Surname Fehse   Fehse   Former name(s)   Former name(s)   Fehse   Former name(s)   Fease provide married name which have been used for business purposes in the last 20 years.   Former name(s)   Fehse   Former name(s)   Fehse   Former name(s)   Fease provide married name which have been used for business purposes in the last 20 years.   Former name(s)   Fease state   Former name(s)   Fease provide name which have been used for business purposes in the last 20 years.   Former name(s)   Fease provide name which have been used for business purposes in the last 20 years.   Former name(s)   Fease state   Former name(s)   Former name(s)   Fease provide nome which have been used for business purposes in the last 20 years.   Former name(s)   Fease state   Former name(s)   Foresidence   This is the address on the state of such and such as a			appoint at least two directors, one of
Feftse Former name(s) ●  Country/State of residence ● Nationality Dutch Month/year of birth ●  Susiness occupation (if any) ●  Director's service address ●  Rease complete the service address below. You must also fill in the director's usual residential address that will appear on the public record. This is the address. The company's Registered Office  Street  Post town County/Region Postcode  Please company's register of the proposed company's register of directors as the company's register of directors are the company's register of directors and directors as the company's register of dir	Full torename(s)	1	
Country/State of residence  Nationality  Dutch  Month/year of birth   Business occupation (if any)   Please complete the service address   Please complete the service address below. You must also fill in the director's usual residential address that will appear on the public resord. This does not have to be your usual residential address.  Post town  County/State of residence This is in respect of your usual residential address as stated in section D4.   Month and year of birth Please provide month and year online of fryou have a business occupation, please enter here. If you do not, please leave blank.   Service address  This is the address that will appear on the public record. This does not have to be your usual residential address.  Please state 'The Company's Registered Office  Street  Post town  County/Region  Postcode  If you provide on the public record. This does not have to be your usual residential address.  Please state 'The Company's Registered Office' if your service address will be recorded in the proposed company's register of directors as the company's registered office of the proposed company's register of directors as the company's registered office if you provide your residential address here it will appear on the address here it will appear on the usual residential address here it will appear on the usual residential address here it will appear on the usual residential address here it will appear on the usual residential address here it will appear on the usual residential address here it will appear on the usual residential address here it will appear on the usual residential address here it will appear on the usual residential address here it will appear on the usual residential address here it will appear on the usual residential address here it will appear on the usual residential address here it will appear on the usual residential address here it will appear on the usual residential address here it will appear on the usual residential address here it will appear on the usual resident		Fehse	Please provide any previous names (including maiden or married names) which have been used for business
Month/year of birth   Month/year of birth   Month/year of birth   Month and year of birth   Mease provide month and year on   Business occupation   If you have a business occupation,  please enter here. If you do not,  please leave blank.   Please complete the service address below. You must also fill in the director's  usual residential address in Section D4.  Building name/number  The Company's Registered Office  Street  Post town  County/Region  Postcode  Month and year of birth   Please provide month and year of birth   Please soccupation   If you have a business occupation,  please enter here. If you do not,  please elave blank.   Service address  This is the address   This is the address that will appear on the public record. This does not  address.  Please state 'The Company's  Registered Office if you rservice  address will be recorded in the  proposed company's register of  directors as the company's  registered office.  If you provide your residential  address here it will appear on the		UK	Country/State of residence This is in respect of your usual
Business occupation (if any)  Director's service address  Please complete the service address below. You must also fill in the director's usual residential address in Section D4.  Building name/number  The Company's Registered Office  Street  Post town  County/Region  Postcode  Business occupation (if you have a business occupation, please enter here. If you do not, please leave blank.  Service address This is the address that will appear on the public record. This does not have to be your usual residential address.  Please state 'The Company's Registered Office' if your service address will be recorded in the proposed company's register of directors as the company's registered office.  If you provide your residential address here it will appear on the	Nationality	<u></u>	
If you have a business occupation, please enter here. If you do not, please leave blank.  Director's service address  Please complete the service address below. You must also fill in the director's usual residential address in Section D4.  Building name/number  The Company's Registered Office  Street  Post town  County/Region  Postcode  If you have a business occupation, please enter here. If you do not, please leave blank.  Service address  This is the address This is the address that will appear on the public record. This does not have to be your usual residential address.  Please state 'The Company's Registered Office' if your service address will be recorded in the proposed company's register of directors as the company's registered office.  If you provide your residential address here it will appear on the	Month/year of birth	X X   "0   "2   '1   '9   '7   '0	Month and year of birth     Please provide month and year only.
Please complete the service address below. You must also fill in the director's usual residential address in Section D4.  Building name/number The Company's Registered Office  Street  Post town  County/Region  Postcode  Postcode  Please complete the service address below. You must also fill in the director's this is the address that will appear on the public record. This does not have to be your usual residential address.  Please state 'The Company's Registered Office' if your service address will be recorded in the proposed company's register of directors as the company's registered office.  If you provide your residential address here it will appear on the	Business occupation (if any)		If you have a business occupation, please enter here. If you do not,
Building name/number The Company's Registered Office have to be your usual residential address.  Please state 'The Company's Registered Office' if your service address will be recorded in the proposed company's register of directors as the company's registered office.  Postcode If you provide your residential address here it will appear on the			This is the address that will appear
Street  Please state 'The Company's Registered Office' if your service address will be recorded in the proposed company's register of directors as the company's registered office.  Postcode  Address tate 'The Company's Registered Office if your service address will be recorded in the proposed company's register of directors as the company's registered office.  If you provide your residential address here it will appear on the		usual residential address in Section D4.	
Post town  County/Region  Postcode  Please state 'The Company's Registered Office' if your service address will be recorded in the proposed company's register of directors as the company's registered office.  If you provide your residential address here it will appear on the		The Company's Registered Office	
Post town proposed company's register of directors as the company's registered office.  Postcode If you provide your residential address here it will appear on the	2treet		Registered Office' if your service
County/Region registered office.  Postcode If you provide your residential address here it will appear on the	Post town		proposed company's register of
address here it will appear on the	County/Region		
	Postcode		
	Country		
		•	
	· · · · · · · · · · · · · · · · · · ·		†

D1	Director appointments •	
	Please use this section to list all the director appointments taken on formation.  For a corporate director, complete Sections E1-E4.	Appointments     Private companies must appoint     at least one director who is an
Title*	Мг	individual. Public companies must appoint at least two directors, one of
Full forename(s)	William	which must be an individual.
Surname	Sinclair	● Former name(s) Please provide any previous names
Former name(s)		(including maiden or married names) which have been used for business purposes in the last 20 years.
Country/State of residence	UK	Country/State of residence This is in respect of your usual residential address as stated in
Nationality	English	section D4.
Month/year of birth	X X 0 5 1 9 7 8	Month and year of birth     Please provide month and year only.
Business occupation (if any) <b>⊕</b>		Business occupation     If you have a business occupation, please enter here. If you do not, please leave blank.
D2	Director's service address   Please complete the service address below. You must also fill in the director's usual residential address in Section D4.	Service address This is the address that will appear
Building name/number	The Company's Registered Office	on the public record. This does not have to be your usual residential
Street		address.  Please state 'The Company's
		Registered Office' if your service address will be recorded in the
Post town		proposed company's register of directors as the company's
County/Region		registered office.
Postcode		If you provide your residential address here it will appear on the
Country		public record.
		ладин рашка ануваасы (дета

## **Corporate director**

E1	Corporate director appointments •	
<del></del>	Please use this section to list all the corporate directors taken on formation.	Additional appointments  If you wish to appoint more than one
Name of corporate body or firm		corporate director, please use the 'Corporate director appointments' continuation page.
Building name/number		Registered or principal address This is the address that will appear
Street		on the public record. This address must be a physical location for the delivery of documents. It cannot be
Post town		a PO box number (unless contained within a full address), DX number or LP (Legal Post in Scotland) number.
County/Region		ti (tegai i ost ili scottanty ilumber.
Postcode		
Country		
E2	Location of the registry of the corporate body or firm	
	Is the corporate director registered within the European Economic Area (EEA)?  → Yes Complete Section E3 only → No Complete Section E4 only	
E3	EEA companies 9	
	Please give details of the register where the company file is kept (including the relevant state) and the registration number in that register.	● EEA  A full list of countries of the EEA can be found in our guidance:
Where the company/ firm is registered ●		www.gov.uk/companieshouse  This is the register mentioned in Article 3 of the First Company Law
Registration number		Directive (68/151/EEC).
E4	Non-EEA companies	
	Please give details of the legal form of the corporate body or firm and the law by which it is governed. If applicable, please also give details of the register in which it is entered (including the state) and its registration number in that register.	Non-EEA     Where you have provided details of the register (including state) where the company or firm is registered,
Legal form of the corporate body or firm		you must also provide its number in that register.
Governing law		
If applicable, where the company/firm is registered •		
If applicable, the registration number		
~		no time to the second
		1

Part 3	Statement of capital				
	Does your company have share capital?  → Yes Complete the sections below.  → No Go to Part 4 (Statement of	guarantee).			
F1	Statement of capital				
	Complete the table(s) below to show the share complete a separate table for each currency tall b'.	ency (if appropria			tion pages a continuation page y.
Currency Complete a separate table for each currency	Class of shares E.g. Ordinary/Preference etc.	Number of shares	Aggregate no (£, €, \$, etc) Number of shar multiplied by no	es issued	Total aggregate amount to be unpaid, if any (£, €, \$, etc) Including both the nominal value and any share premium
Currency table A		<u></u>			
	Totals				
Currency table B					
		•		<del></del>	
	Totals				
Currency table C					
	Totals				
		Total number of shares	Total aggre		Total aggregate amount unpaid ©
	Totals (including continuation pages)				
		• Please list total a For example: £100			t currencies separately.
Alexings		/ Intermediates ve s	- The guidance in		

	Please give the prescribed particulars of rights attached to shares for each class of share shown in the statement of capital share tables in <b>Section F1</b> .	OPrescribed particulars of rights attached to shares
Class of share		The particulars are:
Class of share  Prescribed particulars  •		The particulars are:  a. particulars of any voting rights, including rights that arise only in certain circumstances;  b. particulars of any rights, as respects dividends, to participate in a distribution;  c. particulars of any rights, as respects capital, to participate in distribution (including on winding up); and  d. whether the shares are to be redeemed or are liable to be redeemed at the option of the company or the shareholder.  A separate table must be used for each class of share.  Continuation pages  Please use the next page or a 'Statement of Capital (Prescribed particulars of rights attached to shares)' continuation page if necessary.

Class of share	
	<ul> <li>Prescribed particulars of rights attached to shares</li> </ul>
Prescribed particulars	<ul> <li>Prescribed particulars of rights attached to shares         The particulars are:         <ul> <li>a. particulars of any voting rights, including rights that arise only in certain circumstances;</li> <li>b. particulars of any rights, as respects dividends, to participate in a distribution;</li> <li>c. particulars of any rights, as respects capital, to participate in a distribution (including on winding up); and</li> <li>d. whether the shares are to be redeemed or are liable to be redeemed at the option of the company or the shareholder.</li> </ul> </li> <li>A separate table must be used for each class of share.</li> <li>Continuation pages         <ul> <li>Please use a 'Statement of capital (Prescribed particulars of rights attached to shares)' continuation page if necessary.</li> </ul> </li> </ul>
	-
	: :
r- y-	
	,

## IN01

### Application to register a company

1	
-	•

#### Initial shareholdings

This section should only be completed by companies incorporating with share capital. Please complete the details below for each subscriber.

The addresses will appear on the public record. These do not need to be the subscribers' usual residential address.

Initial shareholdings Please list the company's subscribers in alphabetical order.

Please use an 'Initial shareholdings' continuation page if necessary.

subscribers usual residential address.				I	continuation page it necessary.		
Subscriber's details		Class of share	Number of shares	Currency	Nominal value of each share	Amount (if any) to be unpaid on each share (including the nominal value and any share premium)	Amount to be paid on each share (including the nominal value and any share premium)
Name							
Address							
Name							
Address							
Name							
Address							
Name							
Address							
* *************************************	2.2						

Part 4	Statement of guarantee	
	Is your company limited by guarantee?	
	→ Yes Complete the sections below.	
	→ No Go to Part 5 People with significant control (PSC).	
G1	Subscribers	
	Please complete this section if you are a subscriber of a company limited by guarantee. The following statement is being made by each and every person named below.	Name     Please use capital letters.     Address
	I confirm that if the company is wound up while I am a member, or within one year after I cease to be a member, I will contribute to the assets of the company by such amount as may be required for:	<ul> <li>The addresses in this section will appear on the public record. They do not have to be the subscribers' usual residential address.</li> </ul>
	payment of debts and liabilities of the company contracted before I     cease to be a member;	Amount guaranteed Any valid currency is permitted.
	<ul> <li>payment of costs, charges and expenses of winding up, and;</li> <li>adjustment of the rights of the contributors among ourselves, not exceeding the specified amount below.</li> </ul>	Oclass of members Only complete this if there will be more than one class of members and if the subscribers are electing to keep members' information on the public register.
	Subscriber's details	Continuation pages Please use a 'Subscribers'
Forename(s)	Scott Andrew	continuation page if necessary.
Surname	Urban	
Address •	115 Magdalen Road, Oxford	
	Oxford	
Postcode	OX4 1 RQ	
Amount guaranteed •	£1	_
Class of member (if applicable) <sup>©</sup>		
-	Subscriber's details	
Forename(s)	Lorna	-
Surname	King	-
Address	115 Magdalen Road	_
	Oxford	
Postcode	0 X 4 1 R Q	•
Amount guaranteed 9	£1	-
Class of member (if applicable)		-

	Subscriber's details	<b>9</b> Name
Forename(s)	Robert William	Please use capital letters.
Surname	Haynes	Address The addresses in this section will
Address ♥	115 Magdalen Road	appear on the public record. They do not have to be the subscribers' usual
	Oxford	residential address.
Postcode	OX4 1 RQ	Amount guaranteed  Any valid currency is permitted.
Amount guaranteed	£1	Class of members
Class of member (if applicable)		Only complete this if there will be more than one class of members and if the subscribers are electing to keep members' information on the
	Subscriber's details	public register.  Continuation pages
Forename(s)	Daniel	Please use a 'Subscribers'
Surname	Yee	continuation page if necessary.
Address ●	115 Magdalen Road	
	Oxford	
Postcode	O X 4 1 R Q	
Amount guaranteed 9	£1	
Class of member (if applicable) •		
	Subscriber's details	
Forename(s)   •	Tabitha	
Surname •	Whiting	
Address •	115 Magdalen Road	
	Oxford	
Postcode	O X 4 1 R Q	
Amount guaranteed 9	£1	
Class of member (if applicable) <sup>9</sup>		
	Subscriber's details	
Forename(s) •	Simon Bernard	
Surname	Pratt	
Address 🛮	115 Magdalen Road	
	Oxford	
Postcode	0 X 4 1 R Q	
Amount guaranteed	£1	
Class of member (if applicable)		
		1

G1	Subscriber's details	<b>O</b> Name
Forename(s) •	Nathan	Please use capital letters.
Surname	Evans	Address The addresses in this section will
Address 🖲	115 Magdalen Road	appear on the public record. They do not have to be the subscribers' usual
V V V V V V V V V V V V V V V V V V V	Oxford	residential address.
Postcode	OX4 1 RQ	Amount guaranteed     Any valid currency is permitted.
Amount guaranteed 9	£1	Class of members
Class of member (if applicable) <sup>©</sup>		Only complete this if there will be more than one class of members and if the subscribers are electing to keep members' information on the
	Subscriber's details	public register.
Forename(s) •	Jan	
Surname	Fehse	
Address 🖜	115 Magdalen Road	
	Oxford	
Postcode	OX4 1 RQ	
Amount guaranteed	£1	
Class of member (if applicable)		
	Subscriber's details	
Forename(s) •	William	
Surname	Sinclair	
Address	115 Magdalen Road	
·	Oxford	
Postcode	O   X   4     1   R   Q	
Amount guaranteed	£1	
Class of member (if applicable)		
	Subscriber's details	
Forename(s) •		
Surname •		
Address 🔊		
Postcode		
Amount guaranteed 9		
Class of member (if applicable)		

	дри	ication to register a company				
Part 5	People with significant control (PSC)					
	relection about the desired ab	this Part to tell us about people with significant control or registrable vant legal entities in respect of the company. Do not use this Part to tell us ut any individual people with significant control whose particulars must not disclosed on the public record. You must use a separate form, which you can by contacting us enquiries@companieshouse.gov.uk  in incorporation there will be someone who will count as a person with difficant control (either a registrable person or registrable relevant legal entity in relation to the company, tick the box in H1 and complete any relevant lions. If there will be no registrable person or RLE tick the box in H2 and go to the Election to keep information on the public register.				
H1	Stat	ement of initial significant control $^ullet$				
		On incorporation, there will be someone who will count as a person with significant control (either a registrable person or registrable RLE) in relation to the company.	Statement of initial significant control if there will be a registrable person (which includes 'other registrable persons') or RLE, please complete the appropriate details in sections H, 1 & J  Please use the PSC continuation pages if necessary			
H2	Stat	ement of no PSC				
	(Ple	ase tick the statement below if appropriate )				
	Ø	The company knows or has reason to believe that there will be no person with significant control (either a registrable person or RLE) in relation to the company				
	l					
- 1 - Appen						

IN01

### **Individual PSC**

НЗ	Individual's details		
_	Use sections H3-H9 as appropriate to tell us about individuals with significant control who are registrable persons and the nature of their control in relation to the company	● Country/State of residence This is in respect of the usual residential address as stated in section H6.	
Title*		Month and year of birth Please provide month and year only.	
Full forename(s)		,	
Surname			
Country/State of residence			
Nationality			
Month/year of birth	X X m m y y y		
H4	Individual's service address •		
	Please complete the individual's service address below. You must also complete the individual's usual residential address in <b>Section H6</b> .	Service address This is the address that will appear	
Building name/number		on the public record. This does not have to be the individual's usual	
Street		residential address.  If you provide the individual's	
		residential address here it will appear on the public record.	
Post town		appear on the public record.	
County/Region			
Postcode			
Country			
	The state of the s		

	INO1		
	Application to register a company		
17	Nature of control for an individual ®		
	Please indicate how the individual is a person with significant control over the company	<b>⊕</b> Tick each that apply.	
	Ownership of shares		
	The individual holds, directly or indirectly, the following percentage of shares in the company (tick only one):		
	more than 25% but not more than 50%		
	more than 50% but less than 75%		
	75% or more		
	Ownership of voting rights		
	The individual holds, directly or indirectly, the following percentage of voting rights in the company (tick only one):		
	more than 25% but not more than 50%		
	more than 50% but less than 75% 75% or more		
	Ownership of right to appoint/remove directors  The individual holds, directly or indirectly, the right to appoint or remove		
	a majority of the board of directors of the company		
	Significant influence or control (Only tick if none of the above apply)		
	The individual has the right to exercise, or actually exercises, significant		
	influence or control over the company	1	
18	Nature of control by a firm over which the individual has significant control •		
	The individual has the right to exercise or actually exercises significant influence or control over the activities of a firm that is not a legal person under its governing law, and:	<b>⊕</b> Tick each that apply.	
	the members of that firm (in their capacity as such) hold, directly or indirectly, the following percentage of shares in the company (tick only one):		
	more than 25% but not more than 50%		
	more than 50% but less than 75% 75% or more		
	the members of that firm (in their capacity as such) hold, directly or indirectly, the following percentage of voting rights in the company (tick only one):		
	more than 25% but not more than 50%		
	more than 50% but less than 75%		
	75% or more		
ATT . C . S . COMMUNICAL	the members of that firm (in their capacity as such) hold the right, directly or indirectly, to appoint or remove a majority of the board of directors of the company		
	the members of that firm (in their capacity as such) have the right to exercise, or actually exercise, significant influence or control over the company		

## IN01

Nature of control by a trust over which the individual has significant control •			
The individual has the right to exercise or actually exercises significant influence or control over the activities of a trust and:	Tick each that apply.		
the trustees of that trust (in their capacity as such) hold, directly or indirectly, the following percentage of shares in the company (tick only one):			
more than 25% but not more than 50%			
more than 50% but less than 75% 75% or more			
the trustees of that trust (in their capacity as such) hold, directly or indirectly, the following percentage of voting rights in the company (tick only one):			
more than 25% but not more than 50%			
more than 50% but less than 75% 75% or more			
the trustees of that trust (in their capacity as such) hold the right, directly or indirectly, to appoint or remove a majority of the board of directors of the company			
the trustees of that trust (in their capacity as such) have the right to exercise, or actually exercise, significant influence or control over the company			
i e e e e e e e e e e e e e e e e e e e			

## IN01

Application to register a company

#### **Individual PSC**

H3	Individual's details		
	Use sections H3-H9 as appropriate to tell us about individuals with significant control who are registrable persons and the nature of their control in relation to the company	Country/State of residence This is in respect of the usual residential address as stated in section H6.	
Title*		Month and year of birth     Please provide month and year only	
Full forename(s)			
Surname			
Country/State of residence ●			
Nationality			
Month/year of birth	X X   m   m   y   y   y		
H4	Individual's service address •		
	Please complete the individual's service address below. You must also complete the individual's usual residential address in <b>Section H6</b> .	Service address  This is the address that will appear on the public record. This does not	
Building name/number		have to be the individual's usual	
Street		residential address.  If you provide the individual's residential address here it will	
Post town		appear on the public record.	
County/Region			
Postcode			
Соипту			
	'		
		,	
	•		
According to the second of the			

	INO1 Application to register a company	
H7	Nature of control for an individual <sup>®</sup>	
	Please indicate how the individual is a person with significant control over the company	<b>⊕</b> Tick each that apply.
	Ownership of shares	
	The individual holds, directly or indirectly, the following percentage of shares in the company (tick only one):	
	more than 25% but not more than 50%	
	more than 50% but less than 75%	
	☐ 75% or more	
	Ownership of voting rights	
	The individual holds, directly or indirectly, the following percentage of voting rights in the company (tick only one):	
	more than 25% but not more than 50%	
	more than 50% but less than 75%	
	75% or more	
	Ownership of right to appoint/remove directors	
	The individual holds, directly or indirectly, the right to appoint or remove a majority of the board of directors of the company	
	Significant influence or control (Only tick if none of the above apply)	
	The individual has the right to exercise, or actually exercises, significant influence or control over the company	
Н8	Nature of control by a firm over which the individual has significant control •	
	The individual has the right to exercise or actually exercises significant influence or control over the activities of a firm that is not a legal person under its governing law, and:	● Tick each that apply.
	the members of that firm (in their capacity as such) hold, directly or indirectly,	

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

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

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

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

more than 50% but less than 75%

75% or more

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

more than 25% but not more than 50%

more than 50% but less than 75%

75% or more

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

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

IN01			
A 1: 4:	 :	_	 

Nature of control by a trust over which the individual has significant control •	
The individual has the right to exercise or actually exercises significant influence or control over the activities of a trust and:	O Tick each that apply
the trustees of that trust (in their capacity as such) hold, directly or indirectly, the following percentage of shares in the company (tick only one):	
more than 25% but not more than 50%	
more than 50% but less than 75% 75% or more	
the trustees of that trust (in their capacity as such) hold, directly or indirectly, the following percentage of voting rights in the company (tick only one):	
more than 25% but not more than 50%	
more than 50% but less than 75% 75% or more	
the trustees of that trust (in their capacity as such) hold the right, directly or indirectly, to appoint or remove a majority of the board of directors of	
the company	
the trustees of that trust (in their capacity as such) have the right to exercise, or actually exercise, significant influence or control over the company	

### Relevant legal entity (RLE)

11	RLE details •	
Corporate or firm name		Registered or principal office address This is the address that will appear
Building name/number		on the public record.
Street		
Post town		
County/Region		
Postcode		
Country		
12	Legal form and governing law	
	Please give details of the legal form of the RLE and the law by which it is governed. If applicable, please also give details of the register of companies in which it is entered (including the country/state) and its registration number in that register.	Registration number     Where you have provided details     of the register (including country/     state) where the RLE is registered,
Legal form		you must also provide its number in
Governing law		that register.
If applicable, register in which RLE is entered		
Country/State •		
Registration number		
an a car		

	INO1	
	Application to register a company	
13	Nature of control for the RLE <sup>®</sup>	
	Please indicate how the RLE has significant control over the company	● Tick each that apply.
	Ownership of shares The RLE holds, directly or indirectly, the following percentage of shares in the company (tick only one):     more than 25% but not more than 50%     more than 50% but less than 75%     75% or more	
	Ownership of voting rights	
	The RLE holds, directly or indirectly, the following percentage of voting rights in the company (tick only one):	
	more than 25% but not more than 50%	
	more than 50% but less than 75%	
	75% or more	
	Ownership of right to appoint/remove directors  The RLE holds the right, directly or indirectly, to appoint or remove a	
	majority of the board of directors of the company	
	Significant influence or control (only tick if none of the above apply)  The RLE has the right to exercise, or actually exercises, significant influence or control over the company	
14	Nature of control by a firm over which the RLE has significant control •	
	The RLE has the right to exercise or actually exercises significant influence or control over the activities of a firm that is not a legal person under its governing law, and:	● Tick each that apply.
	the members of that firm (in their capacity as such) hold, directly or indirectly, the following percentage of shares in the company (tick only one):  more than 25% but not more than 50%	
	more than 50% but less than 75% 75% or more	
	the members of that firm (in their capacity as such) hold, directly or indirectly, the following percentage of voting rights in the company (tick only one):  more than 25% but not more than 50% more than 50% but less than 75%	
	75% or more	
·	the members of that firm (in their capacity as such) hold the right, directly or indirectly, to appoint or remove a majority of the board of directors of the company	
,, ,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	the members of that firm (in their capacity as such) have the right to exercise, or actually exercise, significant influence or control over the company	

Nature of control by a trust over which the RLE has significant control **		
The	RLE has the right to exercise or actually exercises significant influence or trol over the activities of a trust and:	Tick each that apply
	trustees of that trust (in their capacity as such) hold, directly or indirectly,	
	following percentage of shares in the company (tick only one):	
	more than 25% but not more than 50%	
	more than 50% but less than 75% 75% or more	
	trustees of that trust (in their capacity as such) hold, directly or indirectly,	
the	following percentage of voting rights in the company (tick only one):	
	more than 25% but not more than 50%	
	more than 50% but less than 75%	
	75% or more	
	the trustees of that trust (in their capacity as such) hold the right, directly or indirectly, to appoint or remove a majority of the board of directors of the company	
	the trustees of that trust (in their capacity as such) have the right to exercise, or actually exercise, significant influence or control over the company	
	•	
1000 / T	And the state of t	
SAME AND SECTION OF		

### Other registrable person (ORP)

other registrable		
J1	ORP details	
	<ul> <li>An 'other registrable person' is:</li> <li>a corporation sole</li> <li>a government or government department of a country or territory or a part of a country or territory</li> <li>an international organisation whose members include two or more countries or territories (or their governments)</li> <li>a local authority or local government body in the UK or elsewhere</li> </ul>	
Name of ORP		
J2	Principal office address •	
Building name/number		• Principal office address
Street		This is the address that will appear on the public record.
Post town		
County/Region		
Postcode		
Country		
J3	Legal form and governing law	·
Legal form		
Governing law		

	IN01			
	Application to register a company			
4	Nature of control <sup>©</sup>			
	Please show how the ORP has significant control over the company	<b>⊕</b> Tick each that apply.		
	Ownership of shares			
	The ORP holds, directly or indirectly, the following percentage of shares in			
	the company (tick only one):			
	more than 25% but not more than 50%			
	more than 50% but less than 75% 75% or more			
	Ownership of voting rights			
	The ORP holds, directly or indirectly, the following percentage of voting rights in the company (tick only one):			
	more than 25% but not more than 50%			
	more than 50% but less than 75%			
	75% or more			
	Ownership of right to appoint/remove directors			
	The ORP holds, directly or indirectly, the right to appoint or remove a majority of the board of directors of the company			
	Significant influence or control (Only tick if none of the above apply)  The ORP has the right to exercise, or actually exercises, significant influence			
	or control over the company.	e		
5	Nature of control by a firm over which the ORP has			
	significant control •			
	The ORP has the right to exercise or actually exercises significant influence	Tick each that apply.		
	or control over the activities of a firm that is not a legal person under its			
	governing law, and:			
	the members of that firm (in their capacity as such) hold, directly or indirectly, the following percentage of shares in the company (tick only one):			
	more than 25% but not more than 50%			
	more than 50% but less than 75%			
	75% or more			
	the members of that firm (in their capacity as such) hold, directly or indirectly,			
	the following percentage of voting rights in the company (tick only one):			
	more than 25% but not more than 50%			
	more than 50% but less than 75% 75% or more			
	the members of that firm (in their capacity as such) hold the right, directly			
	or indirectly, to appoint or remove a majority of the board of directors of			
	the company			
	the members of that firm (in their capacity as such) have the right to			
	exercise, or actually exercise, significant influence or control over the			
	company			
	·	I		

	Nature of control by a trust over which the ORP has significant control •		
The	ORP has the right to exercise or actually exercises significant influence or trol over the activities of a trust and:	<b>⊕</b> Tick each that apply	
	trustees of that trust (in their capacity as such) hold, directly or indirectly,		
I	following percentage of shares in the company (tick only one):		
	more than 25% but not more than 50%		
	more than 50% but less than 75%		
	75% or more		
	trustees of that trust (in their capacity as such) hold, directly or indirectly, following percentage of voting rights in the company (tick only one):		
1	more than 25% but not more than 50%		
	more than 50% but less than 75%		
	75% or more		
•••	FIDEL IO D. C.		
	the trustees of that trust (in their capacity as such) hold the right, directly or indirectly, to appoint or remove a majority of the board of directors of the company		
	the trustees of that trust (in their capacity as such) have the right to exercise, or actually exercise, significant influence or control over the company		
ł			
4			
	•		
•			
anguage of the second section of the second			
		1	

INO1 Application to register a company			
Election to keep information on the public register (if applicable)			
The subscribers of a private company can agree to elect to keep certain information on the public register at Companies House, rather than keeping their own registers. Tick the appropriate box to show which information the subscribers are electing to keep on the public register. If the subscribers have not agreed to keep any of this information on the public register, go to Part 7 Consent to Act			
Election to keep secretaries' register information on the public register			
All subscribers elect to keep secretaries' register information on the public register	Only applies if the proposed company will have a secretary.		
Election to keep directors' register information on the public register			
IMPORTANT: If the subscribers elect to keep this information on the public register, everyone who is an individual director while the election is in force will have their full date of birth available on the public record	If the subscribers don't make this election, only the month and year of birth will be available on the public record.		
All subscribers elect to keep directors' register information on the public register			
Election to keep directors' usual residential address (URA) register information on the public register			
If the subscribers elect to keep this information on the public register, the URA will <b>not</b> be publicly available  All subscribers elect to keep directors' URA register information on the public register.			
Election to keep members' register information on the public register			
IMPORTANT:  If the subscribers elect to keep this information on the public register, everyone who is a member while the election is in place will have their name and address available on the public record  All subscribers elect to keep members' register information on the public register  The company will be a single member company (Tick if applicable).			
Election to keep PSC register information on the public register			
IMPORTANT:  If the subscribers elect to keep this information on the public register, everyone who is an individual PSC while the election is in force will have their full date of birth available on the public record	If the subscribers don't make this election, only the month and year of birth will be available on the public record.		
<ul> <li>□ All subscribers elect to keep PSC register information on the public register</li> <li>□ No objection was received by the subscribers from any eligible person within the notice period before making the election.</li> </ul>	● Eligible person  An eligible person is a person whose details would have to be entered in the company's PSC register		
	Election to keep information on the public register information on the public register. Tick the appropriate box to show which information the public register at Companies House, rather than keeping their own registers. Tick the appropriate box to show which information the subscribers are electing to keep on the public register. If the subscribers have not agreed to keep any of this information on the public register, go to Part 7 Consent to Act  Election to keep secretaries' register information on the public register.  All subscribers elect to keep secretaries' register information on the public register.  Election to keep directors' register information on the public register.  IMPORTANT:  If the subscribers elect to keep this information on the public register, everyone who is an individual director while the election is in force will have their full date of birth available on the public record.  All subscribers elect to keep directors' register information on the public register information on the public register election to keep directors' usual residential address (URA) register information on the public register information on the public register.  Election to keep directors' usual residential address (URA) will not be publicly available.  All subscribers elect to keep this information on the public register, the URA will not be public register.  Election to keep members' register information on the public register.  Election to keep members' register information on the public register.  The company will be a single member company (Tick if applicable).  Election to keep PSC register information on the public register.  The company will be a single member company (Tick if applicable).  Election to keep PSC register information on the public register.  The company will be a single member company (Tick if applicable).		

	INO1 Application to register a company	
Part 7	Consent to act	
<b>L</b> 1	Consent statement	
	Please tick the box to confirm consent.  The subscribers confirm that each of the persons named as a director or secretary has consented to act in that capacity.	
Part 8	Statement about individual PSC particulars	
M1	Particulars of an individual PSC <sup>®</sup>	
	Please tick the box to confirm.  The subscribers confirm that each person named in this application as an individual PSC knows that their particulars are being supplied as part of this application.	Only tick this if you have completed details of one or more individual PSCs in sections H3-H9
Part 9	Statement of compliance	
	This section must be completed by all companies.	
•	Is the application by an agent on behalf of all the subscribers?	
	<ul> <li>→ No Go to Section N1 (Statement of compliance delivered by the subscribers).</li> <li>→ Yes Go to Section N2 (Statement of compliance delivered by an agent).</li> </ul>	
N1	Statement of compliance delivered by the subscribers *	
	Please complete this section if the application is not delivered by an agent for the subscribers of the memorandum of association.  I confirm that the requirements of the Companies Act 2006 as to registration have been complied with.	Statement of compliance delivered by the subscribers Every subscriber to the memorandum of association must sign the statement of compliance.
Subscriber's signature	Signature X Sould Urle X	Continuation pages Please use a 'Statement of compliance delivered by the subscribers' continuation page if more subscribers need to sign.
Subscriber's signature	Signature X	
Subscriber's signature	Signature X	
Subscriber's signature	Signature X	

In accordance with Section 9 of the Companies Act 2006.

# IN01 - continuation page Application to register a company

N1	Statement of compliance delivered by the subscribers •		
	I confirm that the requirements of the Companies Act 2006 as to registration have been complied with.	Statement of compliance     delivered by the subscribers     Every subscriber to the     memorandum of association must	
Subscriber's signature	Signature X Mhung	sign the statement of compliance.	
Subscriber's signature	Signature X SBRatt	×	
Subscriber's signature	Signature  X	<b>x</b>	
Subscriber's signature	Signature X	<b>x</b>	
subscriber's signature	Signature X	<b>x</b>	
Subscriber's signature	Signature X	×	
Subscriber's signature	Signature	<b>x</b>	
iubscriber's signature	Signature X	×	
iubscriber's signature	Signature	×	
Subscriber's signature	Signature X	×	
Subscriber's signature	Signature X	×	

# INO1 Application to register a company

N2	Statement of compliance delivered by an agent		
	Please complete this section if this application is delivered by an agent for the subscribers to the memorandum of association.		
Agent's name			
Building name/number			
Street			
Post town			
County/Region			
Postcode			
Country			
	I confirm that the requirements of the Companies Act 2006 as to registration have been complied with.		
Agent's signature .	Signature >		

# **Presenter information** You do not have to give any contact information, but if you do it will help Companies House if there is a query on the form. The contact information you give will be visible to searchers of the public record. Contact name Scott Urban Oxfordshire Liveable Streets Address 115 Magdalen Road Post town Oxford County/Region Postcode O|XCountry **UK** DΧ Telephone Certificate We will send your certificate to the presenters address (shown above) or if indicated to another address shown below: ☐ At the registered office address (Given in Section A7). ☐ At the agents address (Given in Section N2). Checklist We may return forms completed incorrectly or with information missing. Please make sure you have remembered the following: You have checked that the proposed company name is available as well as the various rules that may affect your choice of name. More information can be found in quidance on our website. ☐ If the name of the company is the same as one already on the register as permitted by The Company LLP and Business (Names and Trading Disclosures) Regulations 2015, please attach consent. ☐ You have used the correct appointment sections. ☐ Any addresses given must be a physical location. They cannot be a PO Box number (unless part of a

# Important information

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

# £ How to pay

#### A fee is payable on this form.

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

# Where to send

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

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

# For companies registered in Scotland:

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

# For companies registered in Northern Ireland:

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

#### Section 243 or 790ZF exemption

If you are applying for, or have been granted a section 243 or 790ZF exemption, please post this whole form to the different postal address below:
The Registrar of Companies, PO Box 4082, Cardiff, CF14 3WE.

# Further information

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

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

You have enclosed the correct fee.

The document has been signed, where indicated.
 All relevant attachments have been included.

☐ You have enclosed the Memorandum of Association.

number.

full service address), DX or LP (Legal Post in Scotland)

# COMPANY NOT HAVING A SHARE CAPITAL

# Memorandum of association of Oxfordshire Liveable Streets

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

Name of each subscriber	Authentication by each subscriber
Scott Urban	Sun UL
LORNA KING	H3
ROBERT HAYNES	Sol
DANIEL YEE	D-Yu
TABITHA WHITINS	printed
SIMON PRATT	SBRat
Nathan Evans	
JAN FEHSE	/ le le
THOMAS SINCLAIR	The

# SCHEDULE 2

Regulation 3

# ARTICLES FOR OXFORDSHIRE LIVEABLE STREETS PRIVATE COMPANY LIMITED BY GUARANTEE

# INDEX TO THE ARTICLES

# PART 1 INTERPRETATION, OBJECTS AND LIMITATION OF LIABILITY

- 1. Defined terms
- 2. Principles, objects and powers
- 3. Not-for-profit status
- 4. Liability of members

# PART 2 DIRECTORS DIRECTORS' POWERS AND RESPONSIBILITIES

- 5. Directors' general authority
- 6. Members' reserve power
- 7. Directors may delegate
- 8. Committees

# **DECISION-MAKING BY DIRECTORS**

- 9. Directors to take decisions collectively
- 10. Unanimous decisions
- 11. Calling a directors' meeting
- 12. Participation in directors' meetings
- 13. Quorum for directors' meetings
- 14. Chairing of directors' meetings
- 15. Casting vote
- 16. Conflicts of interest
- 17. Records of decisions to be kept
- 18. Directors' discretion to make further rules

# APPOINTMENT OF DIRECTORS

- 19. Methods of appointing directors
- 20. Termination of director's appointment
- 21. Directors' remuneration
- 22. Directors' expenses

# PART 3 MEMBERS BECOMING AND CEASING TO BE A MEMBER

- 23. Applications for membership
- 24. Termination of membership

# ORGANISATION OF GENERAL MEETINGS

- 25. Attendance and speaking at general meetings
- 26. Quorum for general meetings
- 27. Chairing general meetings
- 28. Attendance and speaking by directors and non-members
- 29. Adjournment

# **VOTING AT GENERAL MEETINGS**

- 30. Voting: general
- 31. Errors and disputes
- 32. Poll votes
- 33. Content of proxy notices
- 34. Delivery of proxy notices
- 35. Amendments to resolutions

# PART 4 ADMINISTRATIVE ARRANGEMENTS

- 36. Means of communication to be used
- 37. Company seals
- 38. No right to inspect accounts and other records
- 39. Provision for employees on cessation of business

# DIRECTORS' INDEMNITY, INSURANCE AND DISSOLUTION

- 40. Indemnity
- 41. Insurance
- 42. Dissolution

## PART 1

# INTERPRETATION AND LIMITATION OF LIABILITY

#### **Defined terms**

1. In the articles, unless the context requires otherwise—
"articles" means the company's articles of association;

"bankruptcy" includes individual insolvency proceedings in a jurisdiction other than England and Wales or Northern Ireland which have an effect similar to that of bankruptcy;

"chair" has the meaning given in article 14;

"chair of the meeting" has the meaning given in article 27;

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

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

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

"electronic form" has the meaning given in section 1168 of the Companies Act 2006;

"member" has the meaning given in section 112 of the Companies Act 2006;

"ordinary resolution" has the meaning given in section 282 of the Companies Act 2006;

"organisation" is the above-named company

"participate", in relation to a directors' meeting, has the meaning given in article 12:

"proxy notice" has the meaning given in article 33;

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

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

"writing" means the representation or reproduction of words, symbols or other information in a visible form by any method or combination of methods, whether sent or supplied in electronic form or otherwise.

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

## Principles, objects and powers

- 2. The organisation is based on the following principles:
  - a) There is an opportunity to improve the lives of people everywhere by changing the way we get around.

- b) People will use active and sustainable transport modes when those options are safe and reliable.
- c) In so doing, they not only improve their own health and those of people around them, they leave more space for the cars that need it.
- d) Taxpayers benefit from fewer single-occupancy car journeys because of substantially less wear on the road.
- e) More active journeys mean better physical and mental health.
- f) Safe space for cycling means more school trips by bicycle and healthier, happier children.

The objects for which the organisation is established are: -

- g) To promote a safe and liveable streetscape and travel environment in Oxfordshire.
- h) To develop and see the realisation of a blueprint for a better transport environment in Oxfordshire.
- i) To engage directly with the public to make the case for liveable streetscapes in Oxfordshire.
- j) To build a coalition with organisations, institutions and others supporting the switch to liveable streets in Oxfordshire.
- k) To support political candidates for city, parish and county office in Oxfordshire to the extent allowable under the Representation of the People Act 1983 (RPA).

And the organisation shall have the following powers exercisable in furtherance of its said objects but not otherwise, namely: -

- 1) To purchase or otherwise acquire, either wholly or in part, and to print, publish and sell any newspaper, journal, magazine, periodical, leaflet or book for the purpose of circulating information on all matters relating to the principles and objects of the organisation and for that purpose
- m) To carry on the business of newspaper proprietors and of newspaper and general printers and publishers, booksellers, advertisers and advertising agents and contractors.
- n) To purchase, take on lease or in exchange, hire or otherwise acquire real or personal property and rights or privileges, and to construct, maintain and alter buildings or erections.
- o) To sell, let, mortgage, dispose of or tum to account all or any of the property or assets of the organisation.
- p) To undertake and execute any trusts which may lawfully be undertaken by the organisation.
- q) To borrow or raise money on such terms and on such security as may be thought fit.
- r) To invest the moneys of the organisation not immediately required for its purposes in or upon such investments, securities or property as may be thought fit, subject nevertheless to such conditions (if any) and such consents (if any) as may for the time being be imposed or required by law and subject also as hereinafter provided.
- s) To establish and support or aid in the establishment and support of any associations or institutions having objects similar to any of the objects of the organisation.

t) To do all such other things as are incidental to the attainment or furtherance of the said objects or any of them.

#### Provided that:

- i. In case the organisation shall take or hold any property which may be subject to any trusts, the organisation shall only deal with or invest the same in such manner as allowed by law, having regard to such trusts.
- ii. The organisation's objects shall not extend to the regulation of relations between workers and employers or organisations of workers and organisations of employers.

# Not-for-profit status

3. The income and property of the organisation shall be applied solely towards the promotion of its objects as set forth in these articles and no portion thereof shall be paid or transferred directly or indirectly by way of dividend, bonus or otherwise howsoever by way of profit, to members of the organisation.

Provided that nothing herein shall prevent any payment in good faith by the organisation: -

- a) of reasonable and proper remuneration to any member, officer or servant of the organisation for any services rendered to the organisation;
- b) of interest at a rate not exceeding 6 per cent. per annum on money lent or reasonable and proper rent for premises demised or let by any member of the organisation or of its directors;
- c) to any member of its directors of out-of-pocket expenses;
- d) to a company of which a member of the organisation or of its directors may be a member holding not more than one hundredth part of the capital of such company.

# Liability of members

- 4. The liability of each member is limited to £1, being the amount that each member undertakes to contribute to the assets of the organisation in the event of its being wound up while s/he is a member or within one year after s/he ceases to be a member, for—
  - (a) payment of the organisation's debts and liabilities contracted before s/he ceases to be a member,
  - (b) payment of the costs, charges and expenses of winding up, and
  - (c) adjustment of the rights of the contributories among themselves.

# PART 2

# **DIRECTORS**

## DIRECTORS' POWERS AND RESPONSIBILITIES

# Directors' general authority

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

# Members' reserve power

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

# Directors may delegate

- 7. —(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.

#### 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.
- (2) The directors may make rules of procedure for all or any committees, which prevail over rules derived from the articles if they are not consistent with them.

# **DECISION-MAKING BY DIRECTORS**

#### Directors to take decisions collectively

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.

#### 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.
- (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

- 11.—(1) Any director may call a directors' meeting by giving notice of the meeting to the directors or by authorising the organisation 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 organisation 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

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

## Quorum for directors' meetings

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.

- (2) The quorum for directors' meetings may be fixed from time to time by a decision of the directors, but it must never be less than two, and unless otherwise fixed it is two.
- (3) If the total number of directors for the time being is less than the quorum required, the directors must not take any decision other than a decision—
  - (a) to appoint further directors, or
  - (b) to call a general meeting so as to enable the members to appoint further directors.

# Chairing of directors' meetings

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

# Casting vote

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

#### Conflicts of interest

- 16.—(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 organisation 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 organisation or any of its subsidiaries;
  - (b) subscription, or an agreement to subscribe, for securities of the organisation or any of its subsidiaries, or to underwrite, sub-underwrite, or guarantee subscription for any such securities; and
  - (c) arrangements pursuant to which benefits are made available to employees and directors or former employees and directors of the organisation or any of its subsidiaries which do not provide special benefits for directors or former directors.

- (5) For the purposes of this article, references to proposed decisions and decision-making processes include any directors' meeting or part of a directors' meeting.
- (6) Subject to paragraph (7), if a question arises at a meeting of directors or of a committee of directors as to the right of a director to participate in the meeting (or part of the meeting) for voting or quorum purposes, the question may, before the conclusion of the meeting, be referred to the chair whose ruling in relation to any director other than the chair is to be final and conclusive.
- (7) If any question as to the right to participate in the meeting (or part of the meeting) should arise in respect of the chair, the question is to be decided by a decision of the directors at that meeting, for which purpose the chair is not to be counted as participating in the meeting (or that part of the meeting) for voting or quorum purposes.

# Records of decisions to be kept

17. The directors must ensure that the organisation 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

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

## APPOINTMENT OF DIRECTORS

# Methods of appointing directors

- 19.—(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 organisation has no members and no directors, the personal representatives of the last member to have died have the right, by notice in writing, to appoint a person to be a director.
- (3) For the purposes of paragraph (2), where 2 or more members die in circumstances rendering it uncertain who was the last to die, a younger member is deemed to have survived an older member.

# Termination of director's appointment

- 20. 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 organisation 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) notification is received by the organisation from the director that the director is resigning from office, and such resignation has taken effect in accordance with its terms.

# Directors' remuneration

21.—(1) Directors are not entitled to any form of remuneration from the organisation except as described in article 22.

# Directors' expenses

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

# PART 3

## **MEMBERS**

# BECOMING AND CEASING TO BE A MEMBER

## Applications for membership

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

## Termination of membership

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

#### ORGANISATION OF GENERAL MEETINGS

# Attendance and speaking at general meetings

- 25 —(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

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

# Chairing general meetings

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

must appoint a director or member to chair the meeting, and the appointment of the chair 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 chair of the meeting".

# Attendance and speaking by directors and non-members

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

# Adjournment

- 29.—(1) If the persons attending a general meeting within half an hour of the time at which the meeting was due to start do not constitute a quorum, or if during a meeting a quorum ceases to be present, the chair of the meeting must adjourn it.
- (2) The chair of the meeting may adjourn a general meeting at which a quorum is present if—
  - (a) the meeting consents to an adjournment, or

- (b) it appears to the chair of the meeting that an adjournment is necessary to protect the safety of any person attending the meeting or ensure that the business of the meeting is conducted in an orderly manner.
- (3) The chair of the meeting must adjourn a general meeting if directed to do so by the meeting.
- (4) When adjourning a general meeting, the chair of the meeting must—
  - (a) either specify the time and place to which it is adjourned or state that it is to continue at a time and place to be fixed by the directors, and
  - (b) have regard to any directions as to the time and place of any adjournment which have been given by the meeting.
- (5) If the continuation of an adjourned meeting is to take place more than 14 days after it was adjourned, the organisation must give at least 7 clear days' notice of it (that is, excluding the day of the adjourned meeting and the day on which the notice is given)—
  - (a) to the same persons to whom notice of the organisation's general meetings is required to be given, and
  - (b) containing the same information which such notice is required to contain.
- (6) No business may be transacted at an adjourned general meeting which could not properly have been transacted at the meeting if the adjournment had not taken place.

#### **VOTING AT GENERAL MEETINGS**

# Voting: general

30. 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

- 31.—(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 chair of the meeting whose decision is final.

# **Poll votes**

- 32. —(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 chair of the meeting;
  - (b) the directors;
  - (c) two or more persons having the right to vote on the resolution; or
  - (d) a person or persons representing not less than one tenth of the total voting rights of all the members having the right to vote on the resolution.
- (3) A demand for a poll may be withdrawn if—
  - (a) the poll has not yet been taken, and
  - (b) the chair of the meeting consents to the withdrawal.

(4) Polls must be taken immediately and in such manner as the chair of the meeting directs.

# Content of proxy notices

- 33.—(1) Proxies may only validly be appointed by a notice in writing (a "proxy notice") which—
  - (a) states the name and address of the member appointing the proxy;
  - (b) identifies the person appointed to be that member's proxy and the general meeting in relation to which that person is appointed;
  - (c) is signed by or on behalf of the member appointing the proxy, or is authenticated in such manner as the directors may determine; and
  - (d) is delivered to the organisation in accordance with the articles and any instructions contained in the notice of the general meeting to which they relate.
- (2) The organisation 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**

- 34.—(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 organisation by or on behalf of that person.
- (2) An appointment under a proxy notice may be revoked by delivering to the organisation a notice in writing given by or on behalf of the person by whom or on whose behalf the proxy notice was given.
- (3) A notice revoking a proxy appointment only takes effect if it is delivered before the start of the meeting or adjourned meeting to which it relates.
- (4) If a proxy notice is not executed by the person appointing the proxy, it must be accompanied by written evidence of the authority of the person who executed it to execute it on the appointor's behalf.

# Amendments to resolutions

- 35. —(1) An ordinary resolution to be proposed at a general meeting may be amended by ordinary resolution if—
  - (a) notice of the proposed amendment is given to the organisation 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 chair of the meeting may determine), and
  - (b) the proposed amendment does not, in the reasonable opinion of the chair of the meeting, materially alter the scope of the resolution.

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

# PART 4

# ADMINISTRATIVE ARRANGEMENTS

#### Means of communication to be used

- 36.—(1) Subject to the articles, anything sent or supplied by or to the organisation 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 organisation.
- (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 organisation 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.

# Organisation seals

- 37.—(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 organisation 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 organisation;
  - (b) the organisation secretary (if any); or
  - (c) any person authorised by the directors for the purpose of signing documents to which the common seal is applied.

## No right to inspect accounts and other records

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

# Provision for employees on cessation of business

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

# DIRECTORS' INDEMNITY, INSURANCE AND DISSOLUTION

# Indemnity

- 40. —(1) Subject to paragraph (2), a relevant director of the organisation or an associated company may be indemnified out of the organisation'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 organisation or an associated company.
  - (b) any liability incurred by that director in connection with the activities of the organisation 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 organisation 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 organisation or an associated company.

# Insurance

- 41.—(1) The directors may decide to purchase and maintain insurance, at the expense of the organisation, 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 organisation 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 organisation, any associated company or any pension fund or employees' share scheme of the organisation 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.

# Dissolution

42. If upon the winding up or dissolution of the organisation there remains, after the satisfaction of all its debts and liabilities, any property whatsoever, the same shall not be paid to or distributed among the members of the organisation, but shall be given or transferred to some other institution or institutions having objects similar to the objects of the organisation, and which shall prohibit the distribution of its or their income and property among its or their members to an extent at least as great as is imposed on the organisation under or by virtue of Clause 7 its Memorandum of Association, such institution or institutions to be determined by the members of the organisation at or before the time of dissolution, and if and so far as effect cannot be given to such provision, then to some charitable object.