## File Copy



# CERTIFICATE OF INCORPORATION OF A PRIVATE LIMITED COMPANY

Company No. 06700698

The Registrar of Companies for England and Wales hereby certifies that SEFFCO LIMITED

is this day incorporated under the Companies Act 1985 as a private company and that the company is limited.

Given at Companies House on 17th September 2008



\*N06700698N\*







Electronic statement of compliance with requirements on application for registration of a company pursuant to section 12(3A) of the Companies Act 1985

Company number	6700698
Company name	SEFFCO LIMITED
I,	MATTHEW GOWING
of	4 HOLLYBUSH LANE DATCHWORTH KNEBWORTH HERTFORDSHIRE SG3 6RE
a	person named as a director of the company in the statement delivered to the registrar of companies under section 10(2) of the Companies Act 1985

incidental to it have been complied with.

Confirmation of electronic delivery of information

12(3A) of the Companies Act 1985

Statement:

This statement of compliance was delivered to the registrar of companies electronically and authenticated in accordance with the registrar's direction under section 707B of the Companies Act 1985.

make the following statement of compliance in pursuance of section

I hereby state that all the requirements of the

Companies Act 1985 in respect of the registration of

the above company and of matters precedent and

WARNING: The making of a false statement could result in liability to criminal prosecution



## 10(ef)

## First directors and secretary and intended situation of registered office

Received for filing in Electronic Format on the: 17/09/2008

Company Name

**SEFFCO LIMITED** 

in full:

Proposed Registered

HILL HOUSE 1 LITTLE NEW STREET

Office:

LONDON EC4A 3TR

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

Agent's Name: **DELOITTE & TOUCHE LLP** Agent's Address:

2 NEW STREET SQUARE

**LONDON** EC4A 3BZ

## Director 1:

Name MATTHEW GOWING

Address: 4 HOLLYBUSH LANE

DATCHWORTH KNEBWORTH HERTFORDSHIRE

SG3 6RE

Nationality: BRITISH

Business occupation: CONSULTANT

Date of birth: 04/03/1971

Consented to Act: Y Date Authorised: 17/09/2008 Authenticated: YES

### Authorisation

Authoriser Designation: subscriber Date Authorised: 17/09/2008 Authenticated: Yes

THE COMPANIES ACTS 1985 & 1989

THE COMPANIES ACT 2006

COMPANY LIMITED BY SHARES

MEMORANDUM OF ASSOCIATION

OF

#### SEFFCO LIMITED

- 1. The Company's name is **SEFFCO LIMITED**.
- 2. The Company's registered office is to be situated in England & Wales.
- 3. The Company's objects are:-
- (A) To carry on business as a general commercial company.
- (B) To do all such things which can in the opinion of the board of directors be advantageously carried on by the Company in connection with or as ancillary, incidental or conducive to any business or the general business of the Company or further any of its objects.
- (C) To purchase, take on lease or in exchange, hire or otherwise acquire and hold for any estate or interest any lands, buildings, easements, rights, privileges, concessions, patents, patent rights, licences, secret processes, machinery, plant, stock-in-trade, and any real or personal property of any kind for such consideration and on such terms as may be considered expedient.
- (D) To erect, construct, lay down, enlarge, alter and maintain any roads, railways, tramways, sidings, bridges, reservoirs, shops, stores, factories, buildings, works, plant and machinery necessary or convenient for the Company's business, and to contribute to or subsidise the erection, construction and maintenance of any of the above.
- (E) To borrow or raise or secure the payment of money for the purposes of or in connection with the Company's business and for the purpose of or in connection with the borrowing or raising of money by the Company to become a member of any building society.
- (F) To mortgage and charge the undertaking and all or any of the real and personal property and assets, present or future, and all or any of the uncalled capital for the time being of the Company, and to issue at par or at a premium or discount, and for such consideration and with and subject to such rights, powers, privileges and conditions as may be thought fit, debentures or debenture stock, either permanent or redeemable or repayable, and collaterally or further to secure any securities of the Company by a trust deed or other assurance.
- (G) To issue and deposit any securities which the Company has power to issue by way of mortgage to secure any sum less than the nominal amount of such securities, and also by way of security for the performance of any contracts or any obligations of the Company or of its customers or other persons or corporations having dealings with the Company, or in whose businesses or undertakings the Company is interested, whether directly or indirectly.

- (H) To receive money on deposit or loan upon such terms as the Company may approve, and to guarantee the obligations and contracts of any person or corporation.
- (I) To lend and advance money or give credit on any terms and with or without security to any person, firm or company (including without prejudice to the generality of the foregoing any holding company, subsidiary or fellow subsidiary of, or any other company associated in any way with, the Company), to enter into guarantees, contracts of indemnity and suretyships of all kinds, to receive money on deposit or loan upon any terms, and to secure or guarantee in any manner and upon any terms the payment of any sum of money or the performance of any obligation by any person, firm or company (including without prejudice to the generality of the foregoing any such holding company, subsidiary, fellow subsidiary or associated company as aforesaid).
- (J)To grant pensions, allowances, gratuities and bonuses to officers, ex-officers, employees or ex-employees of the Company or its predecessors in business or the dependants or connections of such persons, to establish and maintain or concur in establishing and maintaining trusts, funds or schemes (whether contributory or non-contributory) with a view to providing pensions or other benefits for any such persons as aforesaid, their dependants or connections, and to support or subscribe to any charitable funds or institutions, the support of which may, in the opinion of the directors, be calculated directly or indirectly to benefit the Company or its employees, and to institute or maintain any club or other establishment or profit sharing scheme calculated to advance the interests of the Company or its officers or employees.
- (K) To draw, make, accept, endorse, negotiate, discount and execute promissory notes, bills of exchange and other negotiable instruments.
- (L)To invest and deal with the moneys of the Company not immediately required for the purposes of its business in or upon such investments or securities and in such manner as it may from time to time be determined.
- (M) To pay for any property or rights acquired by the Company, either in cash or fully or partly paid-up shares, with or without preferred or deferred or special rights or restrictions in respect of dividend, repayment of capital, voting or otherwise, or by any securities which the Company has power to issue, or partly in one mode and partly in another, and generally on such terms as the Company may determine.
- (N) To accept payment for any property or rights sold or otherwise disposed of or dealt with by the Company, either in cash, by instalments or otherwise, or in fully or partly paid-up shares of any company or corporation, with or without deferred or preferred or special rights or restrictions in respect of dividend, repayment of capital, voting or otherwise, or in debentures or mortgage debentures or debenture stock, mortgages or other securities of any company or corporation, or partly in one mode and partly in another, and generally on such terms as the Company may determine, and to hold, dispose of or otherwise deal with any shares, stock or securities so acquired.
- (O) To enter into any partnership or joint-purse arrangement or arrangement for sharing profits, union of interests or co-operation with any company, firm or person carrying on or proposing to carry on any business within the objects of this company, and to acquire and hold, sell, deal with or dispose of shares, stock or securities of any such company, and to guarantee the contracts or liabilities of, or the payment of the dividends, interest or capital of any shares, stock or securities of and to subsidise or otherwise assist any such company.
- (P) To establish or promote or concur in establishing or promoting any other company whose objects shall include the acquisition and taking over of all or any of the assets and liabilities of this company or the promotion of which shall be in any manner calculated to advance directly or indirectly the objects or interests of this company and to acquire and hold or dispose of shares, stock or securities of and guarantee the payment of the dividends, interest or capital of any shares, stock or securities issued by or any other obligations of any such company.

- (Q) To purchase or otherwise acquire and undertake all or any part of the business, property, assets, liabilities and transactions of any person, firm or company carrying on any business which this company is authorised to carry on.
- (R) To sell, improve, manage, develop, turn to account, exchange, let on rent, royalty, share of profits or otherwise, grant licences, easements and other rights in or over, and in any other manner deal with or dispose of the undertaking and all or any of the property and assets for the time being of the Company for such consideration as the Company may think fit
- (S) To amalgamate with any other company whose objects are to include objects similar to those of this company, whether by sale or purchase (for fully or partly paid-up shares or otherwise) of the undertaking, subject to the liabilities of this or any such other company as aforesaid with or without winding up, or by sale or purchase (for fully or partly paid-up shares or otherwise) of all or a controlling interest in the shares or stock of this or any such company as aforesaid, or by partnership, or any arrangement of the nature of partnership, or in any other manner.
- (T) To distribute among the members in specie any property of the Company, or any proceeds of sale or disposal of any property of the Company, but so that no distribution amounting to a reduction of capital be made except with the sanction (if any) for the time being required by law.
- (U) To do all or any of the above things in any part of the world, and either as principals, agents, trustees, contractors or otherwise, and either alone or in conjunction with others, and either by or through agents, trustees, sub-contractors or otherwise.
- (V) To do all such things as are incidental or conducive to the above objects or any of them and it is hereby declared that in the construction of this Clause the word "company" except where used in reference to the Company shall be deemed to include any person or partnership or other body of persons, whether incorporated or not incorporated, and whether domiciled in Great Britain or elsewhere, and that the objects specified in the different paragraphs of this clause shall, except where otherwise expressed therein, be in nowise limited by reference to any other paragraph or the name of the Company, but may be carried out in as full and ample manner and shall be construed in as wide a sense as if each of the said paragraphs defined the objects of a separate, distinct and independent company.
- 4. The liability of the members is limited.
- 5. The Company's share capital is £10,000,000 divided into 10,000,000 shares of £1 each.

The shares in the original or any increased capital may be divided into several classes, and there may be attached thereto respectively any preferential, deferred or other special rights, privileges, conditions or restrictions as to dividend, capital, voting or otherwise.

The subscriber to this Memorandum of Association, wishes to be formed into a Company pursuant to this Memorandum; and agrees to take the number of Shares shown opposite the subscriber's name		
NAME AND ADDRESS OF SUBSCRIBER	Number of shares taken by the subscriber	
Matthew Gowing 4 Hollybush Lane Datchworth Knebworth Hertfordshire SG3 6RE	1,000	

DATED 17th September 2008

THE COMPANIES ACTS 1985 & 1989

THE COMPANIES ACT 2006

COMPANY LIMITED BY SHARES

ARTICLES OF ASSOCIATION

OF

#### SEFFCO LIMITED

#### **PRELIMINARY**

- I. "the Act" means the Companies Act 1985 including any statutory modification or re-enactment thereof for the time being in force and any provisions of the Companies Act 2006 for the time being in force. Subject as hereinafter provided, the regulations in Table 'A' in The Companies (Tables A-F) Regulations 1985 as amended by SI 1985/1052, SI 2000/3373, SI 2007/2541 and SI 2007/2826 shall apply to the Company and such Table is hereinafter referred to as "Table A".
- 2. Regulations 64 and 76 to 78 of Table A shall not apply to the Company.

#### ALLOTMENT OF SHARES

- 3. (a) The pre-emption provisions of the Act shall not apply to the allotment of shares in the capital of the Company.
- (b) Unless otherwise determined by special resolution of the Company, any relevant securities shall, before they are allotted on any terms to any person, be first offered on the same or more favourable terms to each person who holds shares in the Company in the proportion which is, as nearly as practicable, equal to the proportion in nominal value held by him of the aggregate of such shares in issue. Such offer shall be made by notice to the members specifying the number of shares offered and the period, being not less than twenty one days, within which the offer, if not accepted, will be deemed to have been declined. After the expiration of such period, or on receipt of notice of the acceptance or refusal of every offer so made, the directors may, subject to these articles, dispose of such securities as have not been taken up in such manner as they think proper. The directors may, in like manner, dispose of any such securities as aforesaid, which by reason of the proportion borne by them to the number of persons entitled to such offer as aforesaid or by reason of any other difficulty in apportioning the same, cannot in the opinion of the directors by conveniently offered in the manner hereinbefore provided.
- 4. Subject to article 3 the directors are unconditionally authorised to allot shares in the capital of the Company to such persons, at such times and generally on such terms and conditions as they think proper up to the amount of authorised but unissued share capital during a period of five years following incorporation.

5. The Company shall have a lien on every share, whether fully paid or not, and whether registered in the name of one or more members, and accordingly in regulation 8 of Table A the words 'not being a fully paid share' shall be omitted.

#### TRANSFER OF SHARES

- 6.(a) With the exception of any transfer arising out of the pre-emption provisions embodied in paragraphs (b) to (h) hereunder, the directors may in their absolute discretion and without assigning any reason therefor decline to register any transfer of shares, whether fully paid or not
- (b)For such time as the Company has more than one member no share or beneficial ownership of a share shall be transferred nor shall the Company purchase any of its own shares unless and until the rights of pre-emption hereinafter conferred shall have been exhausted.
- (c)Any member proposing to transfer any share or beneficial ownership of a share (hereinafter called "the vendor") shall give notice in writing (hereinafter called "the transfer notice") to the Company of such proposal. The transfer notice shall specify the sum which in the vendor's opinion constitutes the fair price of each share specified therein, and shall constitute the Company the vendor's agent for the sale of such share or shares (hereinafter called "the said shares") in one or more lots at the discretion of the directors to the members (other than the vendor), at the price save that if the directors do not accept that the sum specified by the vendor constitutes the fair price of the said shares they shall instruct the auditors of the Company (who shall act as experts and not as arbitrators so that any provision of law or statute relating to arbitration shall not apply) to certify by certificate in writing (hereinafter called "the certificate of value") the value in their opinion of the said shares as between a willing seller and a willing buyer, and in such a case the transfer notice shall nevertheless constitute the Company the vendor's agent for the sale of the said shares but at the price certified in the certificate of value.
- (d)If the auditors are instructed to certify the fair value as aforesaid the Company shall, as soon as it receives the certificate of value, furnish a copy thereof to the vendor. The cost of obtaining the certificate of value shall be borne by the Company.
- (e)Upon the price being fixed as aforesaid (whether by reference to the vendor's opinion of the fair price or by reference to the certificate of value) the Company shall forthwith by notice in writing (hereinafter called "the offer notice") inform each member (other than the vendor) of the number and price of the said shares and shall invite each such member to apply in writing to the Company within 21 days of the date of despatch of the offer notice (which date shall be specified therein) for such maximum number of the said shares (being all or any thereof) as shall be specified in such application.
- (f) If such members shall within the said period of 21 days apply for all or (save as otherwise provided in the transfer notice) any of the said shares, the directors shall allocate the said shares (or so many of them as shall be applied for) to or amongst the applicant members in proportion as nearly as may be to the number of shares in the Company of which they are registered or unconditionally entitled to be registered as holders provided that no applicant member shall be obliged to take more than the maximum number of shares specified by the applicant member as aforesaid. If any shares shall not be capable without sub-division of being allocated to the members in proportion to their existing holdings, the same shall be allocated to the applicant members, or some of them, in such proportions or in such manner as may be determined by lots drawn in regard thereto and the lots shall be drawn in such manner as the directors think fit.
- (g)The Company shall forthwith give notice of such allocations (hereinafter called "the allocation notice") to the vendor and to the members to whom the said shares have been allocated and shall specify in the allocation notice the place and time (being not earlier than 14 and not later than 28 days after the date of the despatch of the allocation notice, which

shall be specified therein) at which the sale of the said shares so allocated shall be completed.

- (h)The vendor shall be bound (upon payment of the purchase price due in respect thereof) to transfer the shares comprised in the allocation notice to the purchasing members named therein at the place and time therein specified; and if in any case the vendor after having become bound as aforesaid makes default in transferring any shares the Company may receive the purchase price on behalf of the vendor, and may authorise some person to execute a transfer of such shares in favour of the purchasing member. The receipt of the Company for the purchase price shall be a good discharge to the purchasing member. The Company shall forthwith pay the purchase price into a separate bank account in the Company's name and shall hold the purchase price and any interest earned thereon in trust for the vendor.
- (i) Subject to paragraph 6(a) the pre-emption provisions in paragraphs 6(b) to 6(h) may be waived with the prior consent in writing of all the members of the Company for the time being.
- (j) During the 6 months following the expiry of the period of 21 days referred to in paragraph (f) of this article the vendor shall be at liberty, subject nevertheless to the provisions of paragraph (a) of this article, to transfer to any person and at any price (not being less than the price fixed under paragraph (c) of this article) any of the said shares not allocated by the directors as aforesaid.

#### GENERAL MEETINGS AND RESOLUTIONS

- 7. In regulation 46 of Table A 'one member' shall be substituted for the words 'two members'.
- 8. Regulation 41 of Table A shall be read and construed as if the words 'and if at the adjourned meeting a quorum is not present within half an hour from the time appointed for the meeting, the meeting shall be dissolved' were added at the end.
- 9. The directors may specify in respect of any meeting of the members in the notice convening the meeting that duly executed instruments of proxy and forms of appointment permitted under the Act may be deposited at the registered office of the Company or at such other place as may be specified in the notice convening the meeting or sent by facsimile at any time before the time appointed for the meeting and in such circumstances regulations 56 and 62 of Table A shall be construed accordingly.

#### SINGLE MEMBER STATUS

10. For such time (if any) as the Company is a single member company and notwithstanding any provisions to the contrary in these articles of association, the Company shall be permitted to function with one member and where articles of association shall be interpreted accordingly and one member present in person or by proxy shall constitute a quorum at general meetings for such time that the Company is a single member company.

#### **DIRECTORS**

- 11. Unless the Company in general meeting determines otherwise, there shall be no maximum number of directors; the minimum number of directors shall be one.
- 12. In addition to the provisions of regulations 65 to 69 of Table A an appointment of an alternate director may also be revoked at any time by a resolution of the directors or by an ordinary resolution of the Company in general meeting.
- 13. The Company may by ordinary resolution appoint a person who is willing to act to be a director either to fill a vacancy or as an additional director.

- 14. The office of a director shall be vacated if he becomes incapable by reason of illness or injury of managing and administering his property and affairs, and regulation 81 of Table A shall be modified accordingly.
- 15. In addition to the aforesaid and for as long as a majority of the equity share capital of the Company is beneficially owned by another body corporate or a majority shareholder, the directors of the Company or any of them may at any time or from time to time be appointed and removed by that body corporate or majority shareholder by a notice in writing signed by the majority shareholder or an authorised officer of that body corporate on its behalf and left at or sent to the registered office of the Company. Such appointment or removal shall take effect forthwith upon delivery of the notice to the registered office of the Company or on such later date (if any) as may be specified therein.
- 16. Notice of any meeting of the directors may be given by telephone or any electronic means of communication that the directors shall approve and regulation 88 of Table A shall be construed accordingly.
- 17. The following sentence shall be added to regulation 89 of Table A:-

"Any director or alternate director who attends a meeting of the directors by telephone or other conference facility shall be deemed to be personally present at such meeting for all purposes of the articles and shall be counted in the quorum accordingly."

- 18. In the event that only one director holds office such sole director shall have authority to exercise all powers which are provided by the regulations of Table A or these articles.
- 19. In the event that, as a result of the death of a sole director who is also the sole member, the Company has no members and no directors, the personal representative(s) of such deceased member may by notice in writing appoint a person to be director of the Company. Such appointment shall be as effective as if made by any other means allowed for the appointment of directors under these articles.
- 20. Subject to the provisions of the Act a director may contract with and participate in the profits of any contract or arrangement with the Company as if he were not a director. A director shall also be capable of voting in respect of such contract or arrangement, where he has previously disclosed his interest to the Company, and may be counted in the quorum of any meeting at which any such matter is considered. Regulations 94 and 95 of Table A shall not apply.

#### POWERS AND DUTIES OF DIRECTORS

21. The directors may at their own discretion and upon such terms in all respects as they think fit raise or borrow money for the purpose of the Company's business and may mortgage or charge the whole or any part of the assets and property of the Company (present or future) including its uncalled or unissued capital, and may, subject to the provisions of the Act and these articles of association, issue debentures, debenture stock, mortgages or other securities whether outright or as security for any debt, liability or obligation of the Company or any third party.

#### INDEMNITY

- 22.(a) Without prejudice to any indemnity to which a director may otherwise be entitled, every director of the Company or a director of an associated company (as defined in section 256 of the Companies Act 2006) may be indemnified out of the assets of the Company against all losses or liabilities which he may sustain or incur in or about the execution of the duties of his office or otherwise in relation thereto, provided that such indemnity is a qualifying third party indemnity, as defined by section 234 of the Companies Act 2006, or a qualifying pension scheme indemnity, as defined by section 235 of the Companies Act 2006. The Company may provide advance funding to any director of the Company or a director of an associated company in defending any proceedings, whether civil or criminal, and a director shall not be required to repay to the Company any advance funding he has received in circumstances where judgement is given in his favour or in which he is acquitted or in connection with any application under the Act in which relief is granted to him by the court and no director shall be liable for any loss, damage or misfortune which may happen to or be incurred by the Company in the execution of the duties of his office or in relation thereto. But this article shall only have effect insofar as its provisions are not avoided by the Act.
- (b) The Company shall have power to purchase and maintain for any director or officer of the Company or an associated company insurance against any such liability as is referred to in subsection 232(2) which Companies Act 2006 or as otherwise permitted by the Act.
- (c) Regulation 118 of Table A shall not apply.

#### NAME AND ADDRESS OF SUBSCRIBER

Matthew Gowing 4 Hollybush Lane Datchworth Knebworth Hertfordshire SG3 6RE

DATED 17th September 2008