



**FILE COPY**

**CERTIFICATE OF INCORPORATION  
OF A  
PRIVATE LIMITED COMPANY**

Company No. 7383419

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

**WOKING TOWN CENTRE MANAGEMENT LIMITED**

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

Given at Companies House on **21st September 2010**



**\*N07383419M\***



*Companies House*  
— for the record —



THE OFFICIAL SEAL OF THE  
REGISTRAR OF COMPANIES

IN01

Application to register a company.

~~035668/20~~A fee is payable with this form  
Please see 'How to pay' on the last page

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

✗ **What this form is NOT for**  
You cannot use this form to register  
a limited liability partnership. To do  
this, please use form LL IN01

SATURDAY



\*A8DMHNI3\*  
A01 18/09/2010 229  
COMPANIES HOUSE  
A40 14/09/2010 335  
COMPANIES HOUSE

## Part 1 Company details

### → Filing in this form

Please complete in typescript or in  
bold black capitals.

All fields are mandatory unless  
specified or indicated by \*

### A1 Company details

Please show the proposed company name below

Proposed company  
name in full ①

WOKING TOWN CENTRE MANAGEMENT LIMITED

For official use

|  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|
|  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|

### ① Duplicate names

Duplicate names are not permitted. A  
list of registered names can be found  
on our website. There are various rules  
that may affect your choice of name.  
More information is available at  
[www.companieshouse.gov.uk](http://www.companieshouse.gov.uk)

### A2 Company name restrictions ②

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

- I confirm that the proposed company name contains sensitive or restricted  
words or expressions and that approval, where appropriate, has been  
sought of a government department or other specified body and I attach a  
copy of their response

### ② Company name restrictions

A list of sensitive or restricted words  
or expressions that require consent  
can be found in guidance available  
on our website  
[www.companieshouse.gov.uk](http://www.companieshouse.gov.uk)

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

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

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

### ③ Name ending exemption

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

### A4 Company type ④

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

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

### ④ Company type

If you are unsure of your company's  
type, please go to our website  
[www.companieshouse.gov.uk](http://www.companieshouse.gov.uk)

IN01

Application to register a company

**A5**

**Situation of registered office ①**

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

- England and Wales
- Wales
- Scotland
- Northern Ireland

**① 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

**A6**

**Registered office address ②**

Please give the registered office address of your company

Building name/number

CENTRE MANAGEMENT SUITE

Street

PEACOCKS SHOPPING CENTRE

Post town

WOKING

County/Region

SURREY

Postcode

G U 2 1 6 G H

**② Registered office address**

You must ensure that the address shown in this section is consistent with the situation indicated in section A5

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

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

**A7**

**Articles of association ③**

Please choose one option only and tick one box only

Option 1

I wish to adopt one of the following model articles in its entirety Please tick only one box

- Private limited by shares
- Private limited by guarantee
- Public company

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 one box

- Private limited by shares
- Private limited by guarantee
- Public company

Option 3

I wish to adopt entirely bespoke articles I attach a copy of the bespoke articles to this application

**③ For details of which company type can adopt which model articles, please go to our website [www.companieshouse.gov.uk](http://www.companieshouse.gov.uk)**

**A8**

**Restricted company articles ④**

Please tick the box below if the company's articles are restricted

**④ Restricted company articles**

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

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 <sup>ⓐ</sup>

Please use this section to list all the secretary appointments taken on formation  
For a corporate secretary, complete Sections C1-C5

|                             |  |
|-----------------------------|--|
| Title*                      |  |
| Full forename(s)            |  |
| Surname                     |  |
| Former name(s) <sup>ⓑ</sup> |  |

**ⓐ Corporate appointments**  
For corporate secretary appointments, please complete section C1-C5 instead of section B.

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

**ⓑ Former name(s)**  
Please provide any previous names which have been used for business purposes in the last 20 years. Married women do not need to give former names unless previously used for business purposes.

#### B2 Secretary's service address <sup>ⓐ</sup>

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

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

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

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

#### B3 Signature <sup>ⓐ</sup>

I consent to act as secretary of the proposed company named in Section A1

|           |                |   |
|-----------|----------------|---|
| Signature | Signature<br>X | X |
|-----------|----------------|---|

**ⓐ Signature**  
The person named above consents to act as secretary of the proposed company.

IN01

Application to register a company

**Corporate secretary**

|  |   |   |
|--|---|---|
| <b>C1 Corporate secretary appointments</b>   |   | <p><b>Additional appointments</b><br/>If you wish to appoint more than one corporate secretary, please use the 'Corporate secretary appointments' continuation page</p> <p><b>Registered or principal address</b><br/>This is the address that will appear on the public record. This address must be a physical location for the delivery of documents. It cannot be a PO box number (unless contained within a full address), DX number or LP (Legal Post in Scotland) number</p> |
| Please use this section to list all the corporate secretary appointments taken on formation  |   |   |
| Name of corporate body/firm  | AS COMPANY SERVICES LIMITED   |   |
| Building name/number   | 1   |   |
| Street   | RUTLAND COURT   |   |
| Post town  | EDINBURGH   |   |
| County/Region  |   |   |
| Postcode   | E H 3 8 E Y   |   |
| Country  | SCOTLAND  |   |
| <b>C2 Location of the registry of the corporate body or firm</b>   |   |   |
| Is the corporate secretary registered within the European Economic Area (EEA)?   |   |   |
| <input checked="" type="checkbox"/> → Yes Complete <b>Section C3 only</b><br><input type="checkbox"/> → No Complete <b>Section C4 only</b>   |   |   |
| <b>C3 EEA companies</b>  |   | <p><b>EEA</b><br/>A full list of countries of the EEA can be found in our guidance <a href="http://www.companieshouse.gov.uk">www.companieshouse.gov.uk</a></p> <p>This is the register mentioned in Article 3 of the First Company Law Directive (68/151/EEC)</p>  |
| Please give details of the register where the company file is kept (including the relevant state) and the registration number in that register   |   |   |
| Where the company/firm is registered   | SCOTLAND  |   |
| Registration number  | SC316974  |   |
| <b>C4 Non-EEA companies</b>  |   | <p><b>Non-EEA</b><br/>Where you have provided details of the register (including state) where the company or firm is registered, you must also provide its number in that register</p>  |
| Please give details of the legal form of the corporate body or firm and the law by which it is governed. If applicable, please also give details of the register in which it is entered (including the state) and its registration number in that register |   |   |
| Legal form of the corporate body or firm   |   |   |
| Governing law  |   |   |
| If applicable, where the company/firm is registered  |   |   |
| Registration number  |   |   |
| <b>C5 Signature</b>  |   | <p><b>Signature</b><br/>The person named above consents to act as corporate secretary of the proposed company</p>   |
| I consent to act as secretary of the proposed company named in Section A1  |   |   |
| Signature  | <p>Signature</p> <p>X <i>John W. King</i> Director of AS Company Services Ltd X</p> |   |

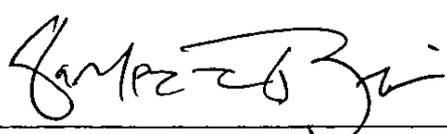
IN01

Application to register a company

**Director**

|                                |  |   |
|--------------------------------|--|---|
| <b>D1</b>                      | <b>Director appointments ①</b>   | <p><b>① Appointments</b><br/>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.</p> <p><b>② Former name(s)</b><br/>Please provide any previous names which have been used for business purposes in the last 20 years. Married women do not need to give former names unless previously used for business purposes.</p> <p><b>③ Country/State of residence</b><br/>This is in respect of your usual residential address as stated in section D4.</p> <p><b>④ Business occupation</b><br/>If you have a business occupation, please enter here. If you do not, please leave blank.</p> <p><b>Additional appointments</b><br/>If you wish to appoint more than one director, please use the 'Director appointments' continuation page.</p> |
|                                | Please use this section to list all the director appointments taken on formation. For a corporate director, complete Sections E1-E5. |   |
| Title*                         | MR   |   |
| Full forename(s)               | JAMES  |   |
| Surname                        | BLAIR  |   |
| Former name(s) ②               |  |   |
| Country/State of residence ③   | SCOTLAND   |   |
| Nationality                    | BRITISH  |   |
| Date of birth                  | d 0 2 ↔ m 1 4 y 1 9 y 6 4  |   |
| Business occupation (if any) ④ | SOLICITOR  |   |

|                      |  |   |
|----------------------|--|---|
| <b>D2</b>            | <b>Director's service address ⑤</b>  | <p><b>⑤ Service address</b><br/>This is the address that will appear on the public record. This does not have to be your usual residential address.</p> <p>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.</p> <p>If you provide your residential address here it will appear on the public record.</p> |
|                      | Please complete the service address below. You must also fill in the director's usual residential address in Section D4. |   |
| Building name/number | 1  |   |
| Street               | RUTLAND COURT  |   |
| Post town            | EDINBURGH  |   |
| County/Region        |  |   |
| Postcode             | E H 3 8 E Y  |   |
| Country              | SCOTLAND   |   |

|           |   |   |
|-----------|---|---|
| <b>D3</b> | <b>Signature ⑥</b>  | <p><b>⑥ Signature</b><br/>The person named above consents to act as director of the proposed company.</p> |
|           | I consent to act as director of the proposed company named in Section A1.                                       |   |
| Signature | <p>Signature</p> <p>X  X</p> |   |

# IN01

## Application to register a company

### Director

| D1 Director appointments ①  |                 |
|---|-----------------|
| Please use this section to list all the director appointments taken on formation<br>For a corporate director, complete Sections E1-E5 |                 |
| Title*  |                 |
| Full forename(s)  |                 |
| Surname   |                 |
| Former name(s) ②  |                 |
| Country/State of residence ③  |                 |
| Nationality   |                 |
| Date of birth   | d d m m y y y y |
| Business occupation (if any) ④  |                 |

**① Appointments**  
Private companies must appoint at least one director who is an individual. Public companies must appoint at least two directors, one of which must be an individual.

**② Former name(s)**  
Please provide any previous names which have been used for business purposes in the last 20 years. Married women do not need to give former names unless previously used for business purposes.

**③ Country/State of residence**  
This is in respect of your usual residential address as stated in Section D4.

**④ 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 ⑤   |  |
|---|--|
| Please complete the service address below. You must also fill in the director's usual residential address in Section D4 |  |
| Building name/number  |  |
| Street  |  |
| Post town   |  |
| County/Region   |  |
| Postcode  |  |
| Country   |  |

**⑤ Service address**  
This is the address that will appear on the public record. This does not have to be your usual residential address.

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

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

| D3 Signature ⑥   |  |
|--|--|
| I consent to act as director of the proposed company named in Section A1 |  |
| Signature  | <div style="border: 1px solid black; padding: 5px; display: flex; justify-content: space-between;"> <span>Signature</span> <span>X</span> </div> |

**⑥ Signature**  
The person named above consents to act as director of the proposed company.

IN01

Application to register a company

**Corporate director**

|                                |  |  |
|--------------------------------|--|--|
| <b>E1</b>                      | <b>Corporate director appointments</b><br>Please use this section to list all the corporate directors taken on formation | <b>Additional appointments</b><br>If you wish to appoint more than one corporate director, please use the 'Corporate director appointments' continuation page<br><br><b>Registered or principal address</b><br>This is the address that will appear on the public record. This address must be a physical location for the delivery of documents. It cannot be a PO box number (unless contained within a full address), DX number or LP (Legal Post in Scotland) number |
| Name of corporate body or firm |  |  |
| Building name/number           |  |  |
| Street                         |  |  |
| Post town                      |  |  |
| County/Region                  |  |  |
| Postcode                       |  |  |
| Country                        |  |  |

|           |   |  |
|-----------|---|--|
| <b>E2</b> | <b>Location of the registry of the corporate body or firm</b><br>Is the corporate director registered within the European Economic Area (EEA)?<br>→ Yes Complete <b>Section E3 only</b><br>→ No Complete <b>Section E4 only</b> |  |
|-----------|---|--|

|                                      |  |   |
|--------------------------------------|--|---|
| <b>E3</b>                            | <b>EEA companies</b><br>Please give details of the register where the company file is kept (including the relevant state) and the registration number in that register | <b>EEA</b><br>A full list of countries of the EEA can be found in our guidance <a href="http://www.companieshouse.gov.uk">www.companieshouse.gov.uk</a><br><b>This is the register mentioned in Article 3 of the First Company Law Directive (68/151/EEC)</b> |
| Where the company/firm is registered |  |   |
| Registration number                  |  |   |

|   |  |  |
|---|--|--|
| <b>E4</b>   | <b>Non-EEA companies</b><br>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 | <b>Non-EEA</b><br>Where you have provided details of the register (including state) where the company or firm is registered, you must also provide its number in that register |
| Legal form of the corporate body or firm            |  |  |
| Governing law                                       |  |  |
| If applicable, where the company/firm is registered |  |  |
| If applicable, the registration number              |  |  |

|           |   |  |
|-----------|---|--|
| <b>E5</b> | <b>Signature</b><br>I consent to act as director of the proposed company named in <b>Section A1</b> | <b>Signature</b><br>The person named above consents to act as corporate director of the proposed company |
| Signature | Signature<br>X X  |  |

IN01

Application to register a company

**Part 3 Statement of capital**

Does your company have share capital?  
 ✓ → Yes Complete the sections below  
 → No Go to Part 4 (Statement of guarantee)

**F1 Share capital in pound sterling (£)**

Please complete the table below to show each class of shares held in pound sterling  
 If all your issued capital is in sterling, only complete Section F1 and then go to Section F4

| Class of shares<br>(E g Ordinary/Preference etc) | Amount paid up on<br>each share ❶ | Amount (if any) unpaid<br>on each share ❶ | Number of shares ❷ | Aggregate nominal value ❸ |
|--|-----------------------------------|---|--------------------|---------------------------|
| ORDINARY   | 1 00                              | 0 00                                      | 2                  | £ 2 00                    |
|  |                                   |   |                    | £                         |
|  |                                   |   |                    | £                         |
|  |                                   |   |                    | £                         |
| <b>Totals</b>                                    |                                   |   | 2                  | £ 2 00                    |

**F2 Share capital in other currencies**

Please complete the table below to show any class of shares held in other currencies  
 Please complete a separate table for each currency

Currency

| Class of shares<br>(E g Ordinary/Preference etc) | Amount paid up on<br>each share ❶ | Amount (if any) unpaid<br>on each share ❶ | Number of shares ❷ | Aggregate nominal value ❸ |
|--|-----------------------------------|---|--------------------|---------------------------|
|  |                                   |   |                    |                           |
|  |                                   |   |                    |                           |
| <b>Totals</b>                                    |                                   |   | 0                  | 0 00                      |

Currency

| Class of shares<br>(E g Ordinary/Preference etc) | Amount paid up on<br>each share ❶ | Amount (if any) unpaid<br>on each share ❶ | Number of shares ❷ | Aggregate nominal value ❸ |
|--|-----------------------------------|---|--------------------|---------------------------|
|  |                                   |   |                    |                           |
|  |                                   |   |                    |                           |
| <b>Totals</b>                                    |                                   |   | 0                  | 0 00                      |

**F3 Totals**

Please give the total number of shares and total aggregate nominal value of issued share capital

|                                 |          |        |      |
|---------------------------------|----------|--------|------|
| Total number of shares          | 2        |        |      |
| Total aggregate nominal value ❹ | £ 2 00 + | 0 00 + | 0 00 |

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

❶ Including both the nominal value and any share premium  
 ❷ Total number of issued shares in this class.

❸ Number of shares issued multiplied by nominal value of each share.

Continuation Pages  
 Please use a Statement of Capital continuation page if necessary

# IN01

## Application to register a company

**F4**

### Statement of capital (Prescribed particulars of rights attached to shares)

Please give the prescribed particulars of rights attached to shares for each class of share shown in the statement of capital share tables in Sections F1 and F2

Class of share

ORDINARY

Prescribed particulars

ALL SHARES RANK EQUALLY IN ALL RESPECTS AND HAVE THE RIGHT

- TO VOTE
- TO PARTICIPATE IN PAYMENT OF DIVIDENDS
- TO PARTICIPATE IN A RETURN OF CAPITAL (INCLUDING ON WINDING UP)

THE SHARES ARE NOT REDEEMABLE OR LIABLE TO BE REDEEMED

**Prescribed particulars of rights attached to shares**

- The particulars are
- a particulars of any voting rights, including rights that arise only in certain circumstances,
  - b particulars of any rights, as respects dividends, to participate in a distribution,
  - c particulars of any rights, as respects capital, to participate in a distribution (including on winding up), and
  - d whether the shares are to be redeemed or are liable to be redeemed at the option of the company or the shareholder and any terms or conditions relating to redemption of these shares.

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

# IN01

## Application to register a company

| Class of share              |  |  |
|-----------------------------|--|--|
| Prescribed particulars<br>① |  | <p>① <b>Prescribed particulars of rights attached to shares</b><br/>The particulars are</p> <ul style="list-style-type: none"><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 and any terms or conditions relating to redemption of these shares.</li></ul> <p>A separate table must be used for each class of share</p> <p><b>Continuation pages</b><br/>Please use a 'Statement of capital (Prescribed particulars of rights attached to shares)' continuation page if necessary</p> |

# IN01

## Application to register a company

**F5**

### Initial shareholdings

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

Please complete the details below for each subscriber

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

**Initial shareholdings**

Please list the company's subscribers in alphabetical order

Please use an 'Initial shareholdings' continuation page if necessary

| Subscriber's details                               | Class of share | Number of shares | Currency | Nominal value of each share | Amount (if any) unpaid | Amount paid |
|--|----------------|------------------|----------|-----------------------------|------------------------|-------------|
| Name<br>ANDERSON STRATHERN NOMINEES LIMITED        | ORDINARY       | 2                |          | 1 00                        |                        | 2 00        |
| Address<br>1 RUTLAND COURT<br>EDINBURGH<br>EH3 8EY |                |                  |          |                             |                        |             |
| Name   |                |                  |          |                             |                        |             |
| Address  |                |                  |          |                             |                        |             |
| Name   |                |                  |          |                             |                        |             |
| Address  |                |                  |          |                             |                        |             |
| Name   |                |                  |          |                             |                        |             |
| Address  |                |                  |          |                             |                        |             |
| Name   |                |                  |          |                             |                        |             |
| Address  |                |                  |          |                             |                        |             |

IN01

Application to register a company

**Part 4 Statement of guarantee**

Is your company limited by guarantee?  
→ Yes Complete the sections below  
✓→ No Go to Part 5 (Statement of compliance)

**G1**

**Subscribers**

Please complete this section if you are a subscriber of a company limited by guarantee. The following statement is being made by each and every person named below

I confirm that if the company is wound up while I am a member, or within one year after I cease to be a member, I will contribute to the assets of the company by such amount as may be required for

- payment of debts and liabilities of the company contracted before I cease to be a member,
- payment of costs, charges and expenses of winding up, and,
- adjustment of the rights of the contributors among ourselves, not exceeding the specified amount below

**1 Name**  
Please use capital letters.

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

**3 Amount guaranteed**  
Any valid currency is permitted

**Continuation pages**  
Please use a 'Subscribers' continuation page if necessary

**Subscriber's details**

|                     |  |
|---------------------|--|
| Forename(s) 1       |  |
| Surname 1           |  |
| Address 2           |  |
| Postcode            |  |
| Amount guaranteed 3 |  |

**Subscriber's details**

|                     |  |
|---------------------|--|
| Forename(s) 1       |  |
| Surname 1           |  |
| Address 2           |  |
| Postcode            |  |
| Amount guaranteed 3 |  |

**Subscriber's details**

|                     |  |
|---------------------|--|
| Forename(s) 1       |  |
| Surname 1           |  |
| Address 2           |  |
| Postcode            |  |
| Amount guaranteed 3 |  |

**IN01**  
Application to register a company

| Subscriber's details |  |
|----------------------|--|
| Forename(s) ❶        |  |
| Surname ❶            |  |
| Address ❷            |  |
| Postcode             |  |
| Amount guaranteed ❸  |  |

| Subscriber's details |  |
|----------------------|--|
| Forename(s) ❶        |  |
| Surname ❶            |  |
| Address ❷            |  |
| Postcode             |  |
| Amount guaranteed ❸  |  |

| Subscriber's details |  |
|----------------------|--|
| Forename(s) ❶        |  |
| Surname ❶            |  |
| Address ❷            |  |
| Postcode             |  |
| Amount guaranteed ❸  |  |

| Subscriber's details |  |
|----------------------|--|
| Forename(s) ❶        |  |
| Surname ❶            |  |
| Address ❷            |  |
| Postcode             |  |
| Amount guaranteed ❸  |  |

| Subscriber's details |  |
|----------------------|--|
| Forename(s) ❶        |  |
| Surname ❶            |  |
| Address ❷            |  |
| Postcode             |  |
| Amount guaranteed ❸  |  |

**❶ Name**  
Please use capital letters.

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

**❸ Amount guaranteed**  
Any valid currency is permitted.

**Continuation pages**  
Please use a 'Subscribers' continuation page if necessary.

IN01

Application to register a company

**Part 5 Statement of compliance**

This section must be completed by all companies

Is the application by an agent on behalf of all the subscribers?

✓ → No Go to Section H1 (Statement of compliance delivered by the subscribers)

→ Yes Go to Section H2 (Statement of compliance delivered by an agent)

**H1 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 *Joe NK* Director of Anderson Stratten Nominees Ltd X

Subscriber's signature Signature  
X X

IN01

Application to register a company

|                        |                |   |  |
|------------------------|----------------|---|--|
| Subscriber's signature | Signature<br>X | X | Continuation pages<br>Please use a 'Statement of compliance delivered by the subscribers' continuation page if more subscribers need to sign |
| Subscriber's signature | Signature<br>X | X |  |
| Subscriber's signature | Signature<br>X | X |  |
| Subscriber's signature | Signature<br>X | X |  |

|                      |  |   |
|----------------------|--|---|
| <b>H2</b>            | <b>Statement of compliance delivered by an agent</b>   |   |
|                      | Please complete this section if this application is delivered by an agent for the subscribers to the memorandum of association |   |
| Agent's name         | ANDERSON STRATHERN LLP   |   |
| Building name/number | 1  |   |
| Street               | RUTLAND COURT  |   |
| Post town            | EDINBURGH  |   |
| County/Region        |  |   |
| Postcode             | E H 3 8 E Y  |   |
| Country              | SCOTLAND   |   |
|                      | I confirm that the requirements of the Companies Act 2006 as to registration have been complied with                           |   |
| Agent's signature    | Signature<br>X   | X |

IN01

Application to register a company

 **Presenter information**

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

Contact name  
**ISLA HENDERSON**

Company name  
**ANDERSON STRATHERN LLP**

Address  
**1 RUTLAND COURT**

Post town  
**EDINBURGH**

County/Region

Postcode  
**E H 3 8 E Y**

Country  
**SCOTLAND**

DX  
**DX 3 EDINBURGH 1**

Telephone  
**0131 270 5365**

**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 A6)
- At the agents address (Given in Section H2)

**Checklist**

We may return forms completed incorrectly or with information missing

Please make sure you have remembered the following:

- You have checked that the proposed company name is available as well as the various rules that may affect your choice of name. More information can be found in guidance on our website
- If the name of the company is the same as one already on the register as permitted by The Company and Business Names (Miscellaneous Provisions) Regulations 2008, please attach consent
- You have used the correct appointment sections
- Any addresses given must be a physical location. They cannot be a PO Box number (unless part of a full service address), DX or LP (Legal Post in Scotland) number
- The document has been signed, where indicated
- All relevant attachments have been included
- You have enclosed the correct fee

 **Important information**

Please note that all information on this form will appear on the public record, apart from information relating to usual residential addresses.

 **How to pay**

A fee of £20 is payable to Companies House to register a company.

Make cheques or postal orders payable to 'Companies House'

 **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 exemption**  
If you are applying for, or have been granted a section 243 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.companieshouse.gov.uk](http://www.companieshouse.gov.uk) or email [enquiries@companieshouse.gov.uk](mailto:enquiries@companieshouse.gov.uk)

This form is available in an alternative format. Please visit the forms page on the website at [www.companieshouse.gov.uk](http://www.companieshouse.gov.uk)

THE COMPANIES ACT 2006  
PRIVATE COMPANY LIMITED BY SHARES

MEMORANDUM OF ASSOCIATION

of

WOKING TOWN CENTRE MANAGEMENT LIMITED

(the "Company")

The 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 and to take at least one share

| Name of each subscriber             | Authentication by each subscriber |
|-------------------------------------|-----------------------------------|
| Anderson Strathern Nominees Limited | <i>Jon N K<br/>D. Strathern</i>   |

Dated *X 9/9/10*

**THE COMPANIES ACT 2006**  
**PRIVATE COMPANY LIMITED BY SHARES**  
**ARTICLES OF ASSOCIATION**  
**of**  
**WOKING TOWN CENTRE MANAGEMENT LIMITED**  
**(the "Company")**

**PART 1**  
**INTERPRETATION AND LIMITATION OF LIABILITY**

**1. Defined terms**

1 1 In these Articles, unless the context requires otherwise

"Act" means the Companies Act 2006,

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

"bankruptcy" includes individual insolvency proceedings in a jurisdiction other than Scotland which have an effect similar to that of bankruptcy and "Bankrupt" shall be construed accordingly;

"chairman" has the meaning given in article 12,

"chairman of the meeting" has the meaning given in article 46 3,

"Conflict" has the meaning given in article 15 1,

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

"distribution recipient" has the meaning given in article 38 2,

"fully paid" in relation to a share, means that the nominal value and any premium to be paid to the Company in respect of that share have been paid to the Company,

"holder" in relation to shares means the person whose name is entered in the register of members as the holder of the shares,

"Interested Director" has the meaning given in article 15 1,

"ordinary resolution" has the meaning given in section 282 of the Act,

"proxy notice" has the meaning given in article 52 1,

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

"shares" means shares in the capital of the Company,

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

"subsidiary" has the meaning given in section 1159 of the Act,

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

1 2 Unless the context otherwise requires, other words or expressions contained in these Articles bear the same meaning as in the Act as in force on the date when these Articles become binding on the Company

1 3 These Articles exclude the model articles for private companies limited by shares contained in Schedule 1 of the Companies (Model Articles) Regulation 2008 (SI 2008/3229)

## 2. **Liability of members**

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

## **PART 2 DIRECTORS DIRECTORS' POWERS AND RESPONSIBILITIES**

### 3. **Directors' general authority**

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

### 4. **Shareholder's' reserve power**

4 1 The shareholders may, by special resolution, direct the directors to take, or refrain from taking, specified action

4 2 No such special resolution invalidates anything which the directors have done before the passing of such resolution

### 5. **Directors may delegate**

5 1 Subject to these Articles, the directors may delegate any of the powers which are conferred on them under these Articles

5 1 1 to such person or committee,

5 1 2 by such means (including by power of attorney),

5 1 3 to such an extent,

5 1 4 in relation to such matters or territories, and

5 1 5 on such terms and conditions,

as they think fit

5 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

5 3 The directors may revoke any delegation in whole or part, or alter its terms and conditions

## **6. Committees**

6 1 Committees to which the directors delegate any of their powers must follow procedures which are based as far as they are applicable on the provisions of these Articles which govern the taking of decisions by directors

6 2 The directors may make rules of procedure for all or any committees, which prevail over rules derived from these Articles if they are not consistent with them

## **DECISION-MAKING BY DIRECTORS**

### **7. Directors to take decisions collectively**

7 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 8

7 2 If-

7 2 1 the Company only has one director, and

7 2 2 no provision of these Articles requires it to have more than one director,

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

### **8. Unanimous decisions**

8 1 A decision of the directors is taken in accordance with this article 8 when all eligible directors indicate to each other by any means that they share a common view on a matter

8 2 Such a decision may take the form of a resolution in writing, where each eligible director has signed one or more copies of it or to which each eligible director has otherwise indicated agreement in writing

8 3 References in this article 8 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

8 4 A decision may not be taken in accordance with this article 8 if the eligible directors would not have formed a quorum at such a meeting

### **9. Calling a directors' meeting**

9 1 Any director may call a directors' meeting by giving notice of the meeting to the directors or by authorising the company secretary (if any) to give such notice

- 9 2 Notice of any directors' meeting must indicate
- 9 2 1 its proposed date and time,
  - 9 2 2 where it is to take place, and
  - 9 2 3 if it is anticipated that directors participating in the meeting will not be in the same place, how it is proposed that they should communicate with each other during the meeting
- 9 3 Notice of a directors' meeting must be given to each director, but need not be in writing
- 9 4 Notice of a directors' meeting need not be given to directors who waive their entitlement to notice of that meeting, by giving notice to that effect to the Company not more than 7 days after the date on which the meeting is held. Where such notice is given after the meeting has been held, that does not affect the validity of the meeting, or of any business conducted at it
- 10. Participation in directors' meetings**
- 10 1 Subject to these Articles, directors participate in a directors' meeting, or part of a directors' meeting, when
- 10 1 1 the meeting has been called and takes place in accordance with these Articles, and
  - 10 1 2 they can each communicate to the others any information or opinions they have on any particular item of the business of the meeting
- 10 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
- 10 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 are
- 11. Quorum for director's' meetings**
- 11 1 At a directors' meeting, unless a quorum is participating, no proposal is to be voted on, except a proposal to call another meeting
- 11 2 The quorum for directors' meetings may be fixed from time to time by a decision of the directors but, except as provided in article 11 3 below, it must never be less than two, and unless otherwise fixed it is two
- 11 3 For the purposes of any meeting (or part of a meeting) held pursuant to article 15 to authorise a director's conflict, if there is only one eligible director in office other than the conflicted director(s), the quorum for such meeting (or part of a meeting) shall be one eligible director
- 11 4 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
- 11 4 1 to appoint further directors,
  - 11 4 2 to call a general meeting so as to enable the shareholders to appoint further directors

**12. Chairing of directors' meetings**

- 12 1 The directors may appoint a director to chair their meetings
- 12 2 The person so appointed for the time being is known as the chairman
- 12 3 The directors may terminate the chairman's appointment at any time
- 12 4 If the chairman is not participating in a directors' meeting within ten minutes of the time at which it was to start, the participating directors must appoint one of themselves to chair it

**13. Casting vote**

- 13 1 If the numbers of votes for and against a proposal are equal, the chairman or other director chairing the meeting has a casting vote
- 13 2 Article 13 1 does not apply if, in accordance with these Articles, the chairman or other director is not to be counted as participating in the decision-making process for quorum or voting purposes

**14. Transactions or other arrangements with the Company**

- 14 1 Subject to sections 177(5) and 177(6) and sections 182(5) and 182(6) of the Act and provided he has declared the nature and extent of his interest in accordance with the requirements of the Act, a director who is in any way, whether directly or indirectly, interested in an existing or proposed transaction or arrangement with the Company
  - 14 1 1 may be a party to, or otherwise interested in, any transaction or arrangement with the Company or in which the Company is otherwise (directly or indirectly) interested,
  - 14 1 2 shall be an eligible director for the purposes of any proposed decision of the directors (or committee of directors) in respect of such contract or proposed contract in which he is interested,
  - 14 1 3 shall be entitled to vote at a meeting of directors (or of a committee of the directors) or participate in any unanimous decision, in respect of such contract or proposed contract in which he is interested,
  - 14 1 4 may act by himself or his firm in a professional capacity for the Company (otherwise than as auditor) and he or his firm shall be entitled to remuneration for professional services as if he were not a director,
  - 14 1 5 may be a director or other officer of, or employed by, or a party to a transaction or arrangement with, or otherwise interested in, any body corporate in which the Company is otherwise (directly or indirectly) interested, and
  - 14 1 6 shall not, save as he may otherwise agree, be accountable to the Company for any benefit which he (or a person connected with him (as

defined in section 252 of the Act)) derives from any such contract, transaction or arrangement or from any such office or employment or from any interest in any such body corporate and no such contract, transaction or arrangement shall be liable to be avoided on the grounds of any such interest or benefit nor shall the receipt of any such remuneration or other benefit constitute a breach of his duty under section 176 of the Act

## **15. Directors' conflicts of interest**

- 15 1 The directors may, in accordance with the requirements set out in this article, authorise any matter or situation proposed to them by any director which would, if not authorised, involve a director (an **Interested Director**) breaching his duty under section 175 of the Act to avoid conflicts of interest (**Conflict**)
- 15 2 Any authorisation under this article 15 will be effective only if
- 15 2 1 the matter in question shall have been proposed by any director for consideration in the same way that any other matter may be proposed to the directors under the provisions of these Articles,
- 15 2 2 any requirement as to the quorum for consideration of the relevant matter is met without counting the Interested Director, and
- 15 2 3 the matter was agreed to without the Interested Director voting or would have been agreed to if the Interested Director's vote had not been counted
- 15 3 Any authorisation of a Conflict under this article 15 may (whether at the time of giving the authorisation or subsequently)
- 15 3 1 extend to any actual or potential conflict of interest which may reasonably be expected to arise out of the matter or situation so authorised,
- 15 3 2 provide that the Interested Director be excluded from the receipt of documents and information and the participation in discussions (whether at meetings of the directors or otherwise) related to the Conflict,
- 15 3 3 provide that the Interested Director shall or shall not be an eligible director in respect of any future decision of the directors vote in relation to any resolution related to the Conflict,
- 15 3 4 impose upon the Interested Director such other terms for the purposes of dealing with the Conflict as the directors think fit,
- 15 3 5 provide that, where the Interested Director obtains, or has obtained (through his involvement in the Conflict and otherwise than through his position as a director of the Company) information that is confidential to a third party, he will not be obliged to disclose that information to the Company, or to use it in relation to the Company's affairs where to do so would amount to a breach of that confidence; and
- 15 3 6 permit the Interested Director to absent himself from the discussion of matters relating to the Conflict at any meeting of the directors and be

excused from reviewing papers prepared by, or for, the directors to the extent they relate to such matters

- 15 4 Where the directors authorise a Conflict, the Interested Director will be obliged to conduct himself in accordance with any terms and conditions imposed by the directors in relation to the Conflict
- 15 5 The directors may revoke or vary such authorisation at any time, but this will not affect anything done by the Interested Director, prior to such revocation or variation, in accordance with the terms of such authorisation
- 15 6 A director is not required, by reason of being a director (or because of the fiduciary relationship established by reason of being a director), to account to the Company for any remuneration, profit or other benefit which he derives from or in connection with a relationship involving a Conflict which has been authorised by the directors or by the Company in general meeting (subject in each case to any terms, limits or conditions attaching to that authorisation) and no contract shall be liable to be avoided on such grounds

#### **16. Records of decisions to be kept**

The directors must ensure that the Company keeps a record, in writing, for at least 10 years from the relevant date of all proceedings at directors' meetings (including the names of the directors present at such meetings) and of all decisions otherwise made or considered by directors

### **APPOINTMENT OF DIRECTORS**

#### **17. Methods of appointing directors**

- 17 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
- 17 1 1 by ordinary resolution, or  
17 1 2 by a decision of the directors
- 17 2 In any case where, as a result of death, the Company has no shareholders and no directors, the personal representatives of the last shareholder to have died have the right, by notice in writing, to appoint a person to be a director
- 17 3 For the purposes of article 17 2, where 2 or more shareholders die in circumstances rendering it uncertain who was the last to die, a younger shareholder is deemed to have survived an older shareholder

#### **18. Number of Directors**

Unless otherwise determined by ordinary resolution the minimum number of directors shall be one and there shall be no maximum

#### **19. Termination of director's appointment**

- 19 1 A person ceases to be a director as soon as

- 19 1 1 that person ceases to be a director by virtue of any provision of the Act or is prohibited from being a director by law,
- 19 1 2 a bankruptcy order is made against that person,
- 19 1 3 a composition is made with that person's creditors generally in satisfaction of that person's debts,
- 19 1 4 a registered medical practitioner who is treating that person gives a written opinion to the Company stating that that person has become physically or mentally incapable of acting as a director and may remain so for more than three months,
- 19 1 5 by reason of that person's mental health, a court makes an order which wholly or partly prevents that person from personally exercising any powers or rights which that person would otherwise have,
- 19 1 6 notification is received by the Company from the director that the director is resigning from office, and such resignation has taken effect in accordance with its terms

**20. Retirement by rotation**

The directors shall not be required to retire by rotation

**21. Appointment and removal of alternate directors**

- 21 1 Any director (appointor) may appoint as an alternate any other director, or any other person approved by resolution of the directors, to

- 21 1 1 exercise that director's powers, and
- 21 1 2 carry out that director's responsibilities,

in relation to the taking of decisions by the directors, in the absence of the alternate's appointor

- 21 2 Any appointment or removal of an alternate must be effected by notice in writing to the Company signed by the appointor, or in any other manner approved by the directors

- 21 3 The notice must

- 21 3 1 identify the proposed alternate, and
- 21 3 2 in the case of a notice of appointment, contain a statement signed by the proposed alternate that the proposed alternate is willing to act as the alternate of the director giving the notice

**22. Rights and responsibilities of alternate directors**

- 22 1 An alternate director may act as alternate director to more than one director and has the same rights in relation to any decision of the directors as the alternate's appointor

- 22 2 Except as the Articles specify otherwise, alternate directors

- 22 2 1 are deemed for all purposes to be directors,

22 2 2 are liable for their own acts and omissions,  
 22 2 3 are subject to the same restrictions as their appointors, and  
 22 2 4 are not deemed to be agents of or for their appointors

and, in particular (without limitation), each alternate director shall be entitled to receive notice of all meetings of directors and of all meetings of committees of directors of which his appointor is a member

22 3 A person who is an alternate director but not a director

22 3 1 may be counted as participating for the purposes of determining whether a quorum is present (but only if that person's appointor is not participating),

22 3 2 may participate in a unanimous decision of the directors (but only if his appointor is an eligible director in relation to that decision, but does not participate), and

22 3 3 shall not be counted as more than one director for the purposes of articles 22 3 1 and 22 3 2

22 4 A director who is also an alternate director is entitled, in the absence of his appointor, to a separate vote on behalf of his appointor, in addition to his own vote on any decision of the directors (provided that his appointor is an eligible director in relation to that decision), but shall not count as more than one director for the purposes of determining whether a quorum is present

22 5 An alternate director shall not be entitled to receive any remuneration from the Company for serving as an alternate director except such part of the alternate's appointor's remuneration as the appointor may direct by notice in writing made to the Company

### **23. Termination of alternate directorship**

An alternate director's appointment as an alternate terminates

23 1 when the alternate's appointor revokes the appointment by notice to the Company in writing specifying when it is to terminate,

23 2 on the occurrence, in relation to the alternate, of any event which, if it occurred in relation to the alternate's appointor, would result in the termination of the appointor's appointment as a director,

23 3 on the death of the alternate's appointor, or

23 4 when the alternate's appointor's appointment as a director terminates

### **24. Directors' remuneration**

24 1 Directors may undertake any services for the Company that the directors decide

24 2 Directors are entitled to such remuneration as the directors determine

24 2 1 for their services to the Company as directors, and

24 2 2 or any other service which they undertake for the Company

24 3 Subject to these Articles, a director's remuneration may

24 3 1 take any form, and

24 3 2 include any arrangements in connection with the payment of a pension, allowance or gratuity, or any death, sickness or disability benefits, to or in respect of that director

24 4 Unless the directors decide otherwise, directors' remuneration accrues from day to day

24 5 Unless the directors decide otherwise, directors are not accountable to the Company for any remuneration which they receive as directors or other officers or employees of the Company's subsidiaries or of any other body corporate in which the Company is interested

**25. Directors' expenses**

25 1 The Company may pay any reasonable expenses which the directors and/or any alternate directors properly incur in connection with their attendance at

25 1 1 meetings of directors or committees of directors,

25 1 2 general meetings, or

25 1 3 separate meetings of the holders of any class of shares or of debentures of the Company,

or otherwise in connection with the exercise of their powers and the discharge of their responsibilities in relation to the Company

**26. Secretary**

The directors may appoint a secretary to the Company for such period, for such remuneration and upon such conditions as they think fit, and any secretary so appointed by the directors may be removed by them

**PART 3  
SHARES AND DISTRIBUTIONS SHARES**

**27. All shares to be fully paid up**

27 1 No share is to be issued for less than the aggregate of its nominal value and any premium to be paid to the Company in consideration for its issue

27 2 This does not apply to shares taken on the formation of the Company by the subscribers to the Company's memorandum

**28. Disapplication of pre-emption rights**

In accordance with section 569 of the Act, section 561 of the Act shall be excluded from applying to the Company

**29. Powers to issue different classes of share**

29 1 Subject to these Articles, but without prejudice to the rights attached to any existing share, the Company may issue shares with such rights or restrictions as may be determined by ordinary resolution

29 2 The Company may issue shares which may be redeemed, or may be liable to be redeemed at the option of the Company or the holder, and the directors may determine the terms, conditions and manner of redemption of any such shares

**30. Company not bound by less than absolute interests.**

Except as required by law, no person is to be recognised by the Company as holding any share upon any trust, and except as otherwise required by law or these Articles, the Company is not in any way to be bound by or required to recognise any interest in a share other than the holder's absolute ownership of it and all the rights attaching to it. Without prejudice to the provisions of this article 30, the Company shall be entitled at its absolute discretion to register trustees as such in respect of any shares held upon any trust

**31. Share certificates**

31 1 The Company must issue each shareholder, free of charge, with one or more certificates in respect of shares which that shareholder holds

31 2 Every certificate must specify

- 31 2 1 in respect of how many shares, of what class, it is issued,
- 31 2 2 the nominal value of those shares,
- 31 2 3 that the shares are fully paid, and
- 31 2 4 any distinguishing numbers assigned to them

31 3 No certificate may be issued in respect of shares of more than one class

31 4 If more than one person holds a share, only one certificate may be issued in respect of it

31 5 Certificates must

- 31 5 1 have affixed to them the Company's common seal, or
- 31 5 2 be otherwise executed in accordance with the Act

**32. Replacement share certificates**

32 1 If a certificate issued in respect of a shareholder's shares is

- 32 1 1 damaged or defaced, or
- 32 1 2 said to be lost, stolen or destroyed,

that shareholder is entitled to be issued with a replacement certificate in respect of the same shares

32 2 A shareholder exercising the right to be issued with such a replacement certificate

- 32 2 1 may at the same time exercise the right to be issued with a single certificate or separate certificates,
- 32 2 2 must return the certificate which is to be replaced to the Company if it is damaged or defaced, and

32 2 3 must comply with such conditions as to evidence, indemnity and the payment of a reasonable fee as the directors decide

**33. Share transfers**

33 1 Shares may be transferred by means of an instrument of transfer in any usual form or any other form approved by the directors, which is executed by or on behalf of the transferor

33 2 No fee may be charged for registering any instrument of transfer or other document relating to or affecting the title to any share

33 3 The Company may retain any instrument of transfer which is registered

33 4 The transferor remains the holder of a share until the transferee's name is entered in the register of members as holder of it

33 5 The directors may refuse to register the transfer of a share, and if they do so, the instrument of transfer must be returned to the transferee with the notice of refusal unless they suspect that the proposed transfer may be fraudulent

**34. Transmission of shares**

34 1 If title to a share passes to a transmittee, the Company may only recognise the transmittee as having any title to that share

34 2 A transmittee who produces such evidence of entitlement to shares as the directors may properly require

34 2 1 may, subject to these Articles, choose either to become the holder of those shares or to have them transferred to another person, and

34 2 2 subject to these Articles, and pending any transfer of the shares to another person, has the same rights as the holder had

34 3 Transmittees do not have the right to attend or vote at a general meeting, or agree to a proposed written resolution, in respect of shares to which they are entitled, by reason of the holder's death or bankruptcy or otherwise, unless they become the holders of those shares

**35. Exercise of transmittees' rights**

35 1 Transmittees who wish to become the holders of shares to which they have become entitled must notify the Company in writing of that wish

35 2 If the transmittee wishes to have a share transferred to another person, the transmittee must execute an instrument of transfer in respect of it

35 3 Any transfer made or executed under this article is to be treated as if it were made or executed by the person from whom the transmittee has derived rights in respect of the share, and as if the event which gave rise to the transmission had not occurred

**36. Transmittees bound by prior notices**

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

**DIVIDENDS AND OTHER DISTRIBUTIONS****37. Procedure for declaring dividends**

37 1 The Company may by ordinary resolution declare dividends, and the directors may decide to pay interim dividends

37 2 A dividend must not be declared unless the directors have made a recommendation as to its amount. Such a dividend must not exceed the amount recommended by the directors

37 3 No dividend may be declared or paid unless it is in accordance with shareholders' respective rights

37 4 Unless the shareholders' resolution to declare or directors' decision to pay a dividend, or the terms on which shares are issued, specify otherwise, it must be paid by reference to each shareholder's holding of shares on the date of the resolution or decision to declare or pay it

37 5 If the Company's share capital is divided into different classes, no interim dividend may be paid on shares carrying deferred or non-preferred rights if, at the time of payment, any preferential dividend is in arrears

37 6 The directors may pay at intervals any dividend payable at a fixed rate if it appears to them that the profits available for distribution justify the payment

37 7 If the directors act in good faith, they do not incur any liability to the holders of shares conferring preferred rights for any loss they may suffer by the lawful payment of an interim dividend on shares with deferred or non-preferred rights

**38. Payment of dividends and other distributions**

38 1 Where a dividend or other sum which is a distribution is payable in respect of a share, it must be paid by one or more of the following means

38 1 1 transfer to a bank or building society account specified by the distribution recipient either in writing or as the directors may otherwise decide,

38 1 2 sending a cheque made payable to the distribution recipient by post to the distribution recipient at the distribution recipient's registered address (if the distribution recipient is a holder of the share), or (in any other case) to an address specified by the distribution recipient either in writing or as the directors may otherwise decide,

38 1 3 sending a cheque made payable to such person by post to such person at such address as the distribution recipient has specified either in writing or as the directors may otherwise decide, or

38 1 4 any other means of payment as the directors agree with the distribution recipient either in writing or by such other means as the directors decide

38 2 In these Articles, "the distribution recipient" means, in respect of a share in respect of which a dividend or other sum is payable

38 2 1 the holder of the share, or

38 2 2 if the share has two or more joint holders, whichever of them is named first in the register of members, or

38 2 3 if the holder is no longer entitled to the share by reason of death or bankruptcy, or otherwise by operation of law, the transmittee

**39. No interest on distributions**

39 1 The Company may not pay interest on any dividend or other sum payable in respect of a share unless otherwise provided by

39 1 1 the terms on which the share was issued, or

39 1 2 the provisions of another agreement between the holder of that share and the Company

**40. Unclaimed distributions**

40 1 All dividends or other sums which are

40 1 1 payable in respect of shares, and

40 1 2 non-claimed after having been declared or become payable,

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

40 2 The payment of any such dividend or other sum into a separate account does not make the Company a trustee in respect of it

40 3 If

40 3 1 twelve years have passed from the date on which a dividend or other sum became due for payment, and

40 3 2 the distribution recipient has not claimed it,

the distribution recipient is no longer entitled to that dividend or other sum and it ceases to remain owing by the Company

**41. Non-cash distributions**

41 1 Subject to the terms of issue of the share in question, the Company may, by ordinary resolution on the recommendation of the directors, decide to pay all or part of a dividend or other distribution payable in respect of a share by transferring non-cash assets of equivalent value (including, without limitation, shares or other securities in any company)

41 2 For the purposes of paying a non-cash distribution, the directors may make whatever arrangements they think fit, including, where any difficulty arises regarding the distribution

41 2 1 fixing the value of any assets,

- 41 2 2 paying cash to any distribution recipient on the basis of that value in order to adjust the rights of recipients, and
- 41 2 3 vesting any assets in trustees

#### **42. Waiver of distributions**

- 42 1 Distribution recipients may waive their entitlement to a dividend or other distribution payable in respect of a share by giving the Company notice in writing to that effect, but if

- 42 1 1 the share has more than one holder, or
- 42 1 2 more than one person is entitled to the share, whether by reason of the death or bankruptcy of one or more joint holders, or otherwise,

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

### **CAPITALISATION OF PROFITS**

#### **43. Authority to capitalise and appropriation of capitalised sums**

- 43 1 Subject to these Articles, the directors may, if they are so authorised by an ordinary resolution

- 43 1 1 decide to capitalise any profits of the Company (whether or not they are available for distribution) which are not required for paying a preferential dividend, or any sum standing to the credit of the Company's share premium account or capital redemption reserve, and

- 43 1 2 appropriate any sum which they so decide to capitalise (a "capitalised sum") to the persons who would have been entitled to it if it were distributed by way of dividend (the "persons entitled") and in the same proportions

- 43 2 Capitalised sums must be applied

- 43 2 1 on behalf of the persons entitled, and
- 43 2 2 in the same proportions as a dividend would have been distributed to them

- 43 3 Any capitalised sum may be applied in paying up new shares of a nominal amount equal to the capitalised sum which are then allotted credited as fully paid to the persons entitled or as they may direct

- 43 4 A capitalised sum which was appropriated from profits available for distribution may be applied in paying up new debentures of the Company which are then allotted credited as fully paid to the persons entitled or as they may direct

- 43 5 Subject to these Articles the directors may

- 43 5 1 apply capitalised sums in accordance with articles 43 3 and 43 4 partly in one way and partly in another,

- 43 5 2 make such arrangements as they think fit to deal with shares or debentures becoming distributable in fractions under this article (including the issuing of fractional certificates or the making of cash payments), and

43 5 3 authorise any person to enter into an agreement with the Company on behalf of all the persons entitled which is binding on them in respect of the allotment of shares and debentures to them under this article

**PART 4  
DECISION-MAKING BY SHAREHOLDERS  
ORGANISATION OF GENERAL MEETINGS**

**44. Attendance and speaking at general meetings**

44 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

44 2 A person is able to exercise their right to vote at a general meeting when

44 2 1 that person is able to vote, during the meeting, on resolutions put to the vote at the meeting, and

44 2 2 that person's vote can be taken into account in determining whether or not such resolutions are passed at the same time as the votes of all the other persons attending the meeting

44 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

44 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

44 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

**45. Quorum for general meetings**

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

**46. Chairing general meetings**

46 1 If the directors have appointed a chairman, the chairman shall chair general meetings if present and willing to do so

46 2 If the directors have not appointed a chairman, or if the chairman is unwilling to chair the meeting or is not present within ten minutes of the time at which a meeting was due to start

46 2 1 the directors present, or

46 2 2 (if no directors are present), the meeting,

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

46 3 The person chairing a meeting in accordance with this article 46 is referred to as the chairman of the meeting

**47. Attendance and speaking by directors and non-shareholders**

47 1 Directors may attend and speak at general meetings, whether or not they are shareholders

47 2 The chairman of the meeting may permit other persons who are not

47 2 1 shareholders of the Company, or

47 2 2 otherwise entitled to exercise the rights of shareholders in relation to general meetings,

to attend and speak at a general meeting

**48. Adjournment**

48 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 during a meeting a quorum ceases to be present, the chairman of the meeting must adjourn it

48 2 The chairman of the meeting may adjourn a general meeting at which a quorum is present if-

48 2 1 the meeting consents to an adjournment, or

48 2 2 it appears to the chairman of the meeting that an adjournment is necessary to protect the safety of any person attending the meeting or to ensure that the business of the meeting is conducted in an orderly manner

48 3 The chairman of the meeting must adjourn a general meeting if directed to do so by the meeting

48 4 When adjourning a general meeting, the chairman of the meeting must-

48 4 1 either specify the time and place to which it is adjourned or state that it is to continue at a time and place to be fixed by the directors, and

48 4 2 have regard to any directions as to the time and place of any adjournment which have been given by the meeting

48 5 If the continuation of an adjourned meeting is to take place more than 14 days after it was adjourned, the Company must give at least 7 clear days' notice of it (that is, excluding the day of the adjourned meeting and the day on which the notice is given)-

48 5 1 to the same persons to whom notice of the Company's general meetings is required to be given, and

48 5 2 containing the same information which such notice is required to contain

48 6 If the person or persons attending the adjourned general meeting within half an hour of the time at which the meeting was due to start do not constitute a quorum,

the meeting shall be dissolved. 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**

#### **49. Voting: general**

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

#### **50. Errors and disputes**

50 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.

50 2 Any such objection must be referred to the chairman of the meeting, whose decision is final.

#### **51. Poll votes**

51 1 A poll on a resolution may be demanded-

51 1 1 in advance of the general meeting where it is to be put to the vote, or

51 1 2 at a general meeting, either before a show of hands on that resolution or immediately after the result of a show of hands on that resolution is declared.

51 2 A poll may be demanded by

51 2 1 the chairman of the meeting,

51 2 2 the directors,

51 2 3 any person having the right to vote on the resolution, or

51 2 4 a person or persons representing not less than one tenth of the total voting rights of all the shareholders having the right to vote on the resolution.

51 3 A demand for a poll may be withdrawn if

51 3 1 the poll has not yet been taken, and

51 3 2 the chairman of the meeting consents to the withdrawal, provided that a demand so withdrawn shall not invalidate the result of a show of hands declared before the demand was made.

51 4 Polls must be taken when, where and in such manner as the chairman of the meeting directs.

#### **52. Content of proxy notices**

52 1 Proxies may only validly be appointed by a notice in writing (a "proxy notice") which

52 1 1 states the name and address of the shareholder appointing the proxy,

- 52 1 2 identifies the person appointed to be that shareholder's proxy and the general meeting in relation to which that person is appointed,
- 52 1 3 is signed by or on behalf of the shareholder appointing the proxy, or is authenticated in such manner as the directors may determine, and
- 52 1 4 is delivered to the Company in accordance with these Articles and any instructions contained in the notice of the general meeting to which they relate

52 2 The Company may require proxy notices to be delivered in a particular form, and may specify different forms for different purposes

52 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

52 4 Unless a proxy notice indicates otherwise, it must be treated as-

- 52 4 1 allowing the person appointed under it as a proxy discretion as to how to vote on any ancillary or procedural resolutions put to the meeting, and

- 52 4 2 appointing that person as a proxy in relation to any adjournment of the general meeting to which it relates as well as the meeting itself

### **53. Delivery of proxy notices**

53 1 A person who is entitled to attend, speak or vote (either on a show of hands or on a poll) at a general meeting remains so entitled in respect of that meeting or any adjournment of it, even though a valid proxy notice has been delivered to the Company by or on behalf of that person

53 2 An appointment under a proxy notice may be revoked by delivering to the Company a notice in writing given by or on behalf of the person by whom or on whose behalf the proxy notice was given

53 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

53 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

### **54. Amendments to resolutions**

54 1 An ordinary resolution to be proposed at a general meeting may be amended by ordinary resolution if-

- 54 1 1 notice of the proposed amendment is given to the Company in writing by a person entitled to vote at the general meeting at which it is to be proposed not less than 48 hours before the meeting is to take place (or such later time as the chairman of the meeting may determine), and

- 54 1 2 the proposed amendment does not, in the reasonable opinion of the chairman of the meeting, materially alter the scope of the resolution

54 2 A special resolution to be proposed at a general meeting may be amended by ordinary resolution, if

54 2 1 the chairman of the meeting proposes the amendment at the general meeting at which the resolution is to be proposed, and

54 2 2 the amendment does not go beyond what is necessary to correct a grammatical or other non-substantive error in the resolution

54 3 If the chairman of the meeting, acting in good faith, wrongly decides that an amendment to a resolution is out of order, the chairman's error does not invalidate the vote on that resolution

#### **55. Records of members**

The directors must ensure that the Company keeps a record, in writing, for at least 10 years from the relevant date of all proceedings at general meetings of the Company

### **PART 5 ADMINISTRATIVE ARRANGEMENTS**

#### **56. Means of communication to be used**

56 1 Subject to these Articles, anything sent or supplied by or to the Company under these Articles may be sent or supplied in any way in which the Act provides for documents or information which are authorised or required by any provision of that Act to be sent or supplied by or to the Company

56 2 Subject to these 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

56 3 The times of deemed delivery of documents and information specified in sections 1147(2) and 1147(3) of the Act shall be amended as follows

56 3 1 subject to the other requirements of section 1147(2) of the Act, documents or information sent by first class post to an address in the United Kingdom shall be deemed to have been received 24 hours after it was posted,

56 3 2 subject to the other requirements of section 1147(2) of the Act, documents or information sent by second class post to an address in the United Kingdom shall be deemed to have been received 48 hours after it was posted,

56 3 3 subject to the other requirements of section 1147(3) of the Act, documents or information sent or supplied by electronic means shall be deemed to have been received 24 hours after it was sent,

#### **57. Company seals**

57 1 Any common seal may only be used by the authority of the directors

57 2 The directors may decide by what means and in what form any common seal is to be used

57 3 Unless otherwise decided by the directors, if the Company has a common seal and it is affixed to a document, the document must also be signed by at least one authorised person in the presence of a witness who attests the signature

57 4 For the purposes of this article, an authorised person is

57 4 1 any director of the Company,

57 4 2 the company secretary (if any), or

57 4 3 any person authorised by the directors for the purpose of signing documents to which the common seal is applied

**58. No right to inspect accounts and other records**

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

**59. Provision for employees on cessation of business**

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

**DIRECTORS' INDEMNITY AND INSURANCE**

**60. Indemnity**

60 1 Subject to article 60 2, but without prejudice to any indemnity to which a relevant officer is otherwise entitled

60 1 1 each relevant officer shall be indemnified out of the Company's assets against all costs, charges, losses, expenses and liabilities incurred by him as a relevant officer

(i) in the actual or purported execution and/or discharge of his duties, or in relation to them, and

(ii) in relation to the Company's (or any associated company's) activities as trustee of an occupational pension scheme (as defined in section 235(6) of the Act),

including (in each case) any liability incurred by him in defending any civil or criminal proceedings, in which judgment is given in his favour or in which he is acquitted or the proceedings are otherwise disposed of without any finding or admission of any material breach of duty on his part or in connection with any application in which the court grants him, in his capacity as a relevant officer, relief from liability for negligence, default, breach of duty or breach of trust in relation to the Company's (or any associated company's) affairs, and

60 1 2 (the Company may provide any relevant officer with funds to meet expenditure incurred or to be incurred by him in connection with any proceedings or application referred to in article 60 1 1 and otherwise may take any action to enable any such relevant officer to avoid incurring such expenditure

60 2 This article does not authorise any indemnity which would be prohibited or rendered void by any provision of the Act or by any other provision of law

60 3 In this article

60 3 1 companies are associated if one is a subsidiary of the other or both are subsidiaries of the same body corporate, and

60 3 2 a "relevant officer" means any director or other officer of the Company or an associated company (including any company which is a trustee of an occupational pension scheme (as defined by section 235(6) of the Act), but excluding in each case any person engaged by the Company (or associated company) as auditor (whether or not he is also a director or other officer), to the extent he acts in his capacity as auditor)

## **61. Insurance**

61 1 The directors may decide to purchase and maintain insurance, at the expense of the Company, for the benefit of any relevant officer in respect of any relevant loss

61 2 In this article

61 2 1 a "relevant officer" means any director or other officer of the Company or an associated company (including any company which is a trustee of an occupational pension scheme (as defined by section 235(6) of the Act), but excluding in each case any person engaged by the Company (or associated company) as auditor (whether or not he is also a director or other officer), to the extent he acts in his capacity as auditor),

61 2 2 a "relevant loss" means any loss or liability which has been or may be incurred by a relevant officer in connection with that relevant officer's duties or powers in relation to the Company, any associated company or any pension fund or employees' share scheme of the company or associated company, and

61 2 3 companies are associated if one is a subsidiary of the other or both are subsidiaries of the same body corporate