

FILE COPY

OF A PRIVATE LIMITED COMPANY

Company No. 8098365

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

1 CREATIVE HUB LIMITED

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

Given at Companies House on 8th June 2012



N08098365Q





IN01

Application to register a company



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

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

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

X What this form is NOT You cannot use this form a limited liability partner this, please use form LL I



02/06/2012

COMPANIES HOUSE

28/05/2012

COMPANIES HOUSE

A195RD94

18/05/2012

A09

#388

COMPANIES HOUSE

Part 1 **Company details**

→ Filling in this form

Please complete in typescript or in bold black capitals

		specified or indicated by *			
A1	Company details				
	Please show the proposed company name below	O Duplicate names Duplicate names are not permitted A			
Proposed company name in full •	1 CREATIVE HUB LIMITED	list of registered names can be found on our website There are various rules that may affect your choice of name			
or official use		More information, is available at www.companieshouse.gov.uk			
A2	Company name restrictions •				
	Please tick the box only if the proposed company name contains sensitive or restricted words or expressions that require you to seek comments of a government department or other specified body	© Company name restrictions A list of sensitive or restricted words or expressions that require consent can be found in quidance available			
	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	on our website www.companieshouse.gov.uk			
A3	Exemption from name ending with 'Limited' or 'Cyfyngedig' e				
	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	Name ending exemption Only private companies that are limited by quarantee and meet other			
	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	specific requirements are eligible to apply for this For more details, please go to our website www.companieshouse.gov.uk			
A4	Company type ^o				
	Please tick the box that describes the proposed company type and members' liability (only one box must be ticked).	Ocompany type If you are unsure of your company's type, please go to our website			

BIS | Department for Busin Innovation & Skills

CHFP000 02/10 Version 2 1

www companieshouse gov uk

A5	Situation of registered office •	· · · · · · · · · · · · · · · · · · ·	
-	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	● Registered office Every company must have a registered office and this is the address to which the Registrar will send correspondence	
	Scotland Northern Ireland	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 o		
	Please give the registered office address of your company	Registered office address You must ensure that the address	
Building name/number	1 CREATIVE HUB	shown in this section is consistent with the situation indicated in	
Street	26-27, MARCON PLACE	section A5	
Post town	HACKNEY	You must provide an address in England or Wales for companies to be registered in England and Wales.	
County/Region	LONDON	You must provide an address in	
Postcode	E 8 1 L P	Wales, Scotland or Northern Ireland for companies to be registered in Wales, Scotland or Northern Ireland respectively	
A7	Articles of association o		
	Please choose one option only and tick one box only	● For details of which company type	
Option 1	I wish to adopt one of the following model articles in its entirety Please tick only one box	can adopt which model articles, please go to our website www.companieshouse gov.uk	
	Private limited by shares Private limited by guarantee Dublic company		
Option 2	I wish to adopt the following model articles with additional and/or amended provisions. Fattach 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		
A8	Restricted company articles •		
	Please tick the box below if the company's articles are restricted	O Restricted company articles Restricted company articles are those containing provision for entrenchment For more details, please go to our website www.companieshouse.gov.uk	

IN01

Application to register a company

Proposed officers Part 2

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

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

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

Secretary

B1	Secretary appointments •		
	Please use this section to list all the secretary appointments taken on formation For a corporate secretary, complete Sections C1-C5	◆ Corporate appointments For corporate secretary appointments, please complete section C1-C5 instead of section B	
Title* Full forename(s) Surname Former name(s)	MR		
	PENG SENG	Additional appointments If you wish to appoint more than one secretary, please use	
	ONG		
		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	

B2 Secretary's service address 9 "THE COMPANY'S REGISTERED ADDRESS" Building name/number Service address This is the address that will appear Street on the public record. This does not have to be your usual residential address Please state 'The Company's Post town Registered Office' if your service County/Region address will be recorded in the proposed company's register Postcode of secretaries as the company's registered office Country

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

> above consents of the proposed

for business purposes

B3	Signature o	<u>·</u>
	I consent to act as secretary of the proposed company named in Section A1	O Signature The person named
Signature	Signature X	to act as secretary company

IN01

Application to register a company

Corporate secretary

C4		
C1	Corporate secretary appointments •	
	Please use this section to list all the corporate secretary appointments taken on formation	• Additional appointments If you wish to appoint more than one
Name of corporate	Officialist	corporate secretary, please use the 'Corporate secretary appointments'
Name of corporate body/firm		continuation page Registered or principal address
Building name/number		This is the address that will appear on the public record. This address
Street		must be a physical location for the delivery of documents. It cannot be a PO box number (unless contained within a full address), DX number or
Post town		LP (Legal Post in Scotland) number
County/Region		
Postcode		
Country		
C2	Location of the registry of the corporate body or firm	
	Is the corporate secretary registered within the European Economic Area (EEA)?	
	→ Yes Complete Section C3 only	
	→ No Complete Section C4 only	L
C3	EEA companies ⁹	
	Please give details of the register where the company file is kept (including the relevant state) and the registration number in that register	A full list of countries of the EEA can be found in our guidance www.companieshouse.gov.uk
Where the company/ firm is registered 9		This is the register mentioned in Article 3 of the First Company Law
Registration number		Directive (68/151/EEC)
C4	Non-EEA companies	
	Please give details of the legal form of the corporate body or firm and the law by which it is governed. If applicable, please also give details of the register in which it is entered (including the state) and its registration number in that register.	Non-EEA Where you have provided details of the register (including state) where the company or firm is registered,
Legal form of the corporate body or firm		you must also provide its number in that register
Governing law		
If applicable, where the company/firm is registered •		ļ
Registration number		
C 5	Signature	
	I consent to act as secretary of the proposed company named in Section A1	⊗ Signature
Signature	Signature X	The person named above consents to act as corporate secretary of the proposed company

Director

D1	Director appointments •				
	Please use this section to list all the director appointments taken on formation For a corporate director, complete Sections E1-E5	Appointments Private companies must appoint at least one director who is an			
Title*	MR	individual Public companies must appoint at least two directors, one of			
Full forename(s)	PENG SENG	which must be an individual			
Surname	ONG	Please provide any previous names			
Former name(s) ❷		which have been used for business purposes in the last 20 years Married women do not need to give former names unless previously used			
Country/State of residence	UNITED KINGDOM	for business purposes GCountry/State of residence			
Nationality	BRITISH	This is in respect of your usual residential address as stated in			
Date of birth	d 1 d 1 m m m m m m m m m m m m m m m m	section D4			
Business occupation (if any) 6	EXECUTIVE DIRECTOR	● 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 ⁹				
	Please complete the service address below You must also fill in the director's usual residential address in Section D4 .	Service address This is the address that will appear			
Building name/number	"THE COMPANY REGISTERED OFFICE"	on the public record This does not have to be your usual residential			
Street		address. Please state 'The Company's Registered Office' if your service			
Post town		address will be recorded in the proposed company's register of			
County/Region		directors as the company's registered office			
Postcode		If you provide your residential address here it will appear on the			
Country		public record			
D3	Signature O				
	I consent to act as director of the proposed company named in Section A1.	Signature The person named above consents			
Signature	Signature X	to act as director of the proposed			

Director

D1	Director appointments •				
	Please use this section to list all the director appointments taken on formation For a corporate director, complete Sections E1-E5	● Appointments Private companies must appoint at least one director who is an			
Title*	le* MISS				
Full forename(s)	XIAOYI	appoint at least two directors, one of which must be an individual			
Surname	LI	② Former name(s) Please provide any previous names			
Former name(s) •		which have been used for business purposes in the last 20 years Married women do not need to give former names unless previously used			
Country/State of residence •	UNITED KINGDOM	for business purposes			
Nationality	BRITISH	Ocountry/State of residence This is in respect of your usual			
Date of birth	d 0 d 3 m 0 m 9 y 1 y 9 y 7 y 5	residential address as stated in Section D4			
Business occupation (if any) •	ARTISTIC DIRECTOR	Business occupation If you have a business occupation, please enter here If you do not, please leave blank			
		Additional appointments If you wish to appoint more than one director, please use the 'Director appointments' continuation page			
D2	Director's service address ®				
	Please complete the service address below You must also fill in the director's usual residential address in Section D4 .	Service address This is the address that will appear			
Building name/number	"THE COMPANY'S REGISTERED OFFICE"	on the public record This does not have to be your usual residential address.			
Street		Please state 'The Company's			
		Registered Office' if your service address will be recorded in the			
Post town		proposed company's register of directors as the company's registered			
County/Region	<u> </u>	office			
Postcode		If you provide your residential address here it will appear on the			
Country		public record			
D3	Signature O	<u> </u>			
	I consent to act as director of the proposed company named in Section A1.	O Signature			
Signature	Signature X	The person named above consents to act as director of the proposed company			

in accordance with
Section 9 of the
Companies Act 2006

INO1 — continuation page Application to register a company

Director

D1	Director appointments ⁹				
	Please use this section to list all the directors of the company For a corporate director, complete Sections E1-E5.	Appointments Private companies must appoint at least one director who is an			
Title*	MR	individual Public companies must appoint at least two directors, one of which must be an individual Different 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			
Full forename(s)	SHABAZ				
Surname	ВИТТ				
Former name(s) •					
Country/State of residence ©	UNITED KINGDOM	for business purposes. • Country/State of residence			
Nationality	BRITISH	This is in respect of your usual			
Date of birth	d 3 d 0 m 0 m 8 y 1 y 9 y 6 y 9	residential address as stated in Section D4			
Business occupation (if any) •	MANAGER SNOOKER AND SOCIAL CLUB	Business occupation If you have a business occupation, please enter here if you do not, please leave blank.			
D2	Director's service address • Please complete the service address below You must also fill in the director's usual residential address in Section D4	Service address This is the address that will appear			
		This is the address that will appear			
Building name/number	"THE COMPANY'S REGISTERED OFFICE"	on the public record This does not have to be your usual residential address.			
		address.			
Street		Please state 'The Company's Registered Office' if your service			
Post town		Please state 'The Company's			
		Please state 'The Company's Registered Office' if your service address will be recorded in the			
Post town		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			
Post town County/Region		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			
Post town County/Region Postcode	Signature @	Please state 'The Company's Registered Office' if your service address will be recorded in the proposed company's register of directors as the company's registered office If you provide your residential address here it will appear on the			
Post town County/Region Postcode Country	Signature © I consent to act as director of the proposed company named in Section A1.	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			

IN01

Application to register a company

Corporate director

E1	Corporate director appointments ●	
_ _	Please use this section to list all the corporate directors taken on formation	Additional appointments
Name of corporate body or firm		If you wish to appoint more than one corporate director, please use the 'Corporate director appointments' continuation page
Building name/number		Registered or principal address
Street		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).
Post town		within a full address), DX number or
County/Region		LP (Legal Post in Scotland) number
Postcode		
Country		
E2	Location of the registry of the corporate body or firm	
	Is the corporate director registered within the European Economic Area (EEA)? → Yes Complete Section E3 only → No Complete Section E4 only	
E3	EEA companies ®	
	Please give details of the register where the company file is kept (including the relevant state) and the registration number in that register	• EEA A full list of countries of the EEA can be found in our guidance
Where the company/		www.companieshouse.gov.uk
firm is registered •		●This is the register mentioned in Article 3 of the First Company Law Directive (68/151/EEC)
Registration number		
E4	Non-EEA companies	
	Please give details of the legal form of the corporate body or firm and the law by which it is governed. If applicable, please also give details of the register in which it is entered (including the state) and its registration number in that register.	Where you have provided details of the register (including state) where the company or firm is registered,
Legal form of the corporate body or firm		you must also provide its number in that register
Governing law		
If applicable, where the company/firm is registered ©		
If applicable, the registration number		
E5.	Signature ⁹	
	I consent to act as director of the proposed company named in Section A1	⊙ Signature
Signature	Signature	The person named above consents to act as corporate director of the
	X X	proposed company

Part 3	Statement	of capital				
	Does your company	have share capital?				
		plete the sections belo			}	
	→ No Gote	Part 4 (Statement	of guarantee)			
F1	Share capital in	pound sterling (£)			
Please complete the ta If all your issued capit			ld in pound sterling and then go to Section F4	1		
Class of shares (E.g. Ordinary/Preference etc)	Amount pard up on each share •	Amount (if any) unpaid on each share •	Number of sha	res ②	Aggregate nominal value 6
						£
						£
						£
						£
		· · · · · · · · · · · · · · · · · · ·	Total	s		f
F2	Share capital in	other currencies	;			·
Please complete the ta Please complete a sep			In other currencies			
Currency				·		
Class of shares (E.g. Ordinary/Preference etc)	Amount paid up on each share •	Amount (if any) unpaid on each share	Number of sha	res ②	Aggregate nominal value 🗗
	 		Total	s		
	-					
Currency						
Class of shares (E.g. Ordinary/Preference etc)	Amount paid up on each share	Amount (if any) unpaid on each share	Number of sha	res 🛭	Aggregate nominal value 🤨
			Total	s		
F3	Totals					
	Please give the tota issued share capital		d total aggregate nomina	l value of	Please	nggregate nominal value list total aggregate values in
Total number of shares						nt currencies separately For le £100 + €100 + \$10 etc
Total aggregate nominal value 😉						
• Including both the noming share premium • Total number of issued s		Number of shares issue nominal value of each	share Pl	ontinuation Pag ease use a Stater ige if necessary		oital continuation

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	Prescribed particulars of rights attached to shares				
Class of share		a particulars of any voting rights,				
Class of share Prescribed particulars	of share shown in the statement of capital share tables in Sections F1 and F2	The particulars are				

Prescribed particulars Prescribed particulars The particulars of any voting rights, including rights that arise only in certain occurations, to particulars of any rights, and any rights, a	,	
	Prescribed particulars	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 a 'Statement of capital (Prescribed particulars of rights attached to shares)' continuation

IN01

Application to register a company

E 5		
-	г	r.
	r	

Initial shareholdings

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

Please complete the details below for each subscriber

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

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

Please use an 'Initial shareholdings' continuation page if necessary

Subscribers usua					continuation pag	
Subscriber's details	Class of share	Number of shares	Currency	Nominal value of each share	Amount (if any) unpaid	Amount paid
Name						
Address						
Name	}					
				ļ		
Address				}		
		-				
Name	-					
rome						
Address	-				<u></u>	<u> </u>
			[[<u> </u>	
Name		1				<u> </u>
Address					<u> </u> 	
				-	<u> </u>	[
						:
Name						
Address					<u> </u>	
					<u> </u>	
				•		

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	● Name Please use capital letters ● Address The addresses in this section will appear on the public record They do not have to be the subscribers' usual residential address ● Amount guaranteed Any valid currency is permitted Continuation pages Please use a 'Subscribers' continuation page if necessary		
	Subscriber's details	_		
Forename(s) •	SHABAZ	-		
Surname •	BUTT	-		
Address 🛭	63, BOUVERIE ROAD	-		
	LONDON	-		
Postcode	N 1 6 0 A D			
Amount guaranteed 😉	£1	_		
	Subscriber's details	-		
Forename(s) •	XIAOYI	-		
Surname ①	LI	_		
Address 2	44, LOWER FOSTERS	_		
	NEW BRENT STREET, LONDON	_		
Postcode	N W 4 2 D J			
Amount guaranteed 9	£1			
	Subscriber's details	-		
Forename(s) •	PENG SENG			
Surname •	ONG			
Address 2	23, PENRHYN AVENUE	_		
	LONDON	~		
Postcode	E 1 7 5 D A			
Amount guaranteed 9	£1			
· · · · · · · · · · · · · · · · · · ·	- · · · · · · · · · · · · · · · · · · ·			

	Subscriber's details	Name Please use capital letters
Forename(s) •		② Address
Surname •		The addresses in this section will appear on the public record They do
Address •		not have to be the subscribers' usual residential address
Postcode		Amount guaranteed Any valid currency is permitted
Amount guaranteed •		Continuation pages Please use a 'Subscribers'
	Subscriber's details	continuation page if necessary
Forename(s) •		
Surname •		
Address 2		
Postcode		
Amount guaranteed 9		
	Subscriber's details	
Forename(s) •		
Surname •		
Address 2		
Postcode		
Amount guaranteed 9		
	Subscriber's details	
Forename(s) •		
Surname 0		
Address 0		
Postcode		
Amount guaranteed 9		
	Subscriber's details	
Forename(s) •	2 anscriner 2 defails	
Surname •		
Address •		
Postcode		
Amount guaranteed 9		-
		<u> </u>

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 → Yes Go to Section H2 (Statement of compliance delivered by an agent) H1 Statement of compliance delivered by the subscribers • Statement of compliance Please complete this section if the application is not delivered by an agent delivered by the subscribers for the subscribers of the memorandum of association Every subscriber to the memorandum of association must sign the statement of compliance I confirm that the requirements of the Companies Act 2006 as to registration have been complied with Subscriber's signature X X Subscriber's signature X X

Subscriber's signature	_Signature		Continuation pages
	X	X	Please use a 'Statement of compliance delivered by the subscribers' continuation page (I more subscribers need to sign
Subscriber's signature	Signature X	X	
Subscriber's signature	Signature X	×	
Subscriber's signature	Signature	X	
H2	Statement of compliance delivered by an agent		
	Please complete this section if this application is delivered by an agent for the subscribers to the memorandum of association		
Agent's name			
Building name/number			
Street		_	
Post town		-	
County/Region			
Postcode			
Country	1 1 1 1 1		
	I confirm that the requirements of the Companies Act 2006 as to registration have been complied with	_	
Agent's signature	Signature X	X	

Presenter information	Important information Please note that all information on this form will appear on the public record, apart from information relating to usual residential addresses			
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 MR PENG SENG ONG	f How to pay			
Company name	f (o)			
Address	A fee of £26 is payable to Companies House to register a company			
23, PENRHYN AVENUE	Make cheques or postal orders payable to 'Companies House.'			
	☑ Where to send			
Post town LONDON County/Region	You may return this form to any Companies Hous address, however for expediency we advise you return it to the appropriate address below			
Postcode E 1 7 5 D A	For companies registered in England and Wales			
DX UNITED KINGDOM	The Registrar of Companies, Companies House, Crown Way, Cardiff, Wales, CF14 3UZ			
Telephone 07944 517524	DX 33050 Cardiff			
✓ Certificate	For companies registered in Scotland The Registrar of Companies, Companies House,			
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)	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			
✓ Checklist	The Registrar of Companies, Companies House, First Floor, Waterfront Plaza, 8 Laganbank Road,			
We may return forms completed incorrectly or with information missing	Belfast, Northern Ireland, BT1 3BS DX 481 N R Belfast 1			
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.	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			
If the name of the company is the same as one already on the register as permitted by The Company	Further Information			
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	For further information, please see the guidance notes on the website at www.companieshouse.gov.uk or email enquiries@companieshouse.gov.uk			
They cannot be a PO Box number (unless part of a full service address), DX or LP (Legal Post in Scotland)	This form is available in an			
number	alternative format. Please visit the			
The document has been signed, where indicated	forms nage on the website at			

www.companieshouse.gov.uk

You have enclosed the Memorandum of Association

COMPANY NOT HAVING A SHARE CAPITAL

Memorandum of Association of 1 CREATIVE HUB LIMITED

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

Name of each subscriber

Authentication by each subscriber

SHABAZ BUTT

XIAOYI LI

PENG SENG ONG

Dated 15.5.2012

THE COMPANIES ACT 2006

COMPANY LIMITED BY GUARANTEE AND NOT HAVING A SHARE CAPITAL

ARTICLES OF ASSOCIATION

OF

1 CREATIVE HUB LIMITED

GENERAL

In these Articles the words in the first column of the following table shall bear the meanings set opposite to them respectively in the second column if not inconsistent with the subject or context -

WORDS	MEANINGS
VVOINDO	MEXIMIACO

The Act The Companies Act 1985, 1989, 2006 &

2009 including any statutory modification or

re-enactment for the time being in force

These Articles of Association and any

regulations of the Company from time to

time in force

The Company The above named Company

The Council of Management for the time

being of the Company (being the board of

directors as provided in the Act)

The Office The Registered Office of the Company

The Secretary The secretary of the Company or any

person appointed to perform the duties

of the secretary of the Charity,

including a joint, assistant or deputy

secretary

The United Kingdom

Great Britain and Northern Ireland

Month

Calendar month

In writing

Written, printed or faxed or partly one and partly another and other modes of representing or reproducing words in a visible form

and words importing the singular number shall include the plural number and vice versa, and words importing persons shall include corporations

References in the Articles to any statute include any statutory modification or reenactment thereof for the time being in force

PURPOSES

2 The Company is established for the purposes expressed in its Memorandum of Association

MEMBERS

- 3 Members of the Company may be of two kinds
 - (a) individual members
 - (b) user organisations ("organisational members")
- 4 Every member of the Company shall either sign a written consent to become a member or sign the Register of Members on becoming a member
- 5 (a) The subscribers of the Memorandum of Association and such persons or organisations as the Council shall admit to membership in accordance with the provisions hereinafter contained shall be members of the Company
 - (b) The Council may decline to accept any person or organisation as a member and need not give reasons for doing so
 - (c) The Council may from time to time prescribe criteria for membership, but shall not by doing so become obliged to accept as members persons fulfilling those criteria

- Any member of the Company may resign his or her membership, by notice in writing to the Company and upon receipt of such notice he or she, shall cease to be a member and his or her name shall be removed from the Register of Members. Any member shall cease to be a member of the Company if the Company at a meeting at which the member shall have been given a reasonable opportunity to speak on his or her own behalf, shall by ordinary resolution resolve that he or she shall cease to be a member, and if any moneys due by a member to the Company shall remain unpaid for a period in excess of three months after the same became due the Council may by resolution exclude such member from membership Membership shall not be transferable and shall cease upon the death of an individual member or the dissolution of an organisational member.
- Subject as aforesaid a General Meeting may by ordinary resolution make rules and set subscriptions from time to time in relation to membership and may at any time vary or annul any rules or subscriptions so made or set. All rules and subscriptions for the time being in force shall be binding on all members and shall have full effect accordingly.

FRIENDS AND ASSOCIATES

It shall be lawful for the Council to provide for the admission of such persons or bodies as they may think fit to be Friends or Associates of the Company and for the rights, duties and liabilities (if any) of such Friends and Associates, but so that such person or bodies shall not by virtue of having been admitted to be such Friend or Associate as aforesaid be members of the Company and that such rights shall not include a right to speak or vote at general meetings of the Company. The Secretary shall keep a register of such Friends or Associates of the Company.

GENERAL MEETINGS

- The Company shall hold a general meeting in every calendar year as its Annual General Meeting at such time and place as may be determined by the Council and shall specify the meeting as such in the notices calling it provided that every Annual General Meeting shall be held not more than fifteen months after the holding of the last preceding Annual General Meeting.
- 10 All General Meetings other than Annual General Meetings shall be called Extraordinary General Meetings

- 11 The Council may whenever they think fit convene an Extraordinary General Meeting and Extraordinary General Meetings shall also be convened on such requisition or in default may be convened by such requisitionists as provided by the Act
- Twenty-one days' notice in writing at the least of every Annual General Meeting and of every meeting convened to pass a Special Resolution and fourteen days' notice in writing at the least of every other General Meeting (exclusive in every case both of the day in which it is served or deemed to be served and of the day on which it is given) specifying the place, the day and the hour of meeting and in the case of special business the general nature of that business, shall be given in manner hereinafter mentioned to such persons (including the Auditors) as are under these Articles or under the Act entitled to receive such notices from the Company but with the consent of all the members having the right to attend and vote thereat or of such proportion of them as is prescribed by the Act in the case of meetings other than the Annual General Meeting a meeting may be convened by such notice as those members may think fit.
- The accidental omission to give notice of a meeting to, or the non-receipt of such notice by, any person entitled to receive notice thereof shall not invalidate any resolution passed or proceeding had at any such meeting

PROCEEDINGS AT GENERAL MEETINGS

- All business shall be deemed special that is transacted at an Extraordinary General Meeting and all that is transacted at an Annual General Meeting shall also be deemed special with the exception of the consideration of the income and expenditure account and balance sheet and the reports of the Council and of the Auditors, the election of members of the Council in the place of those retiring and the appointment of and the fixing of the remuneration of the Auditors
- No business shall be transacted at any General Meeting unless a quorum is present when the meeting proceeds to business. Save as herein otherwise provided one third of the members personally present shall be a quorum.
- If within half an hour from the time appointed for the holding of a General Meeting a quorum is not present the meeting if convened on the requisition of members shall be dissolved. In any other case it shall stand adjourned to the same day in the next week at the same time and place or at such other place as the Council may determine and if at such adjourned meeting a quorum is not present within half an hour of the time appointed for holding the meeting the members present shall be a quorum.

- The Chairperson (if any) of the Council shall preside as Chairperson at every General Meeting but if there be no such chairperson or if at any meeting he or she shall not be present within fifteen minutes after the time appointed for the holding of the same or shall be unwilling to preside the members present shall choose some member of the Council or if no such member be present or if all the members of the Council present decline to take the chair some member of the Company who shall be present to preside.
- The Chairperson may with the consent of any meeting at which a quorum is present (and shall if so directed by the meeting) adjourn the meeting from time to time and from place to place but no business shall be transacted at any adjourned meeting other than business which might have been transacted at the meeting from which the adjournment took place. Whenever a meeting is adjourned for thirty days or more notice of the adjourned meeting shall be given in the same manner as of the original meeting. Save as aforesaid the members shall not be entitled to any notice of an adjournment or of the business to be transacted at an adjourned meeting.
- At any General Meeting a resolution put to the vote of the meeting shall be decided on a show of hands unless a poll is before or upon the declaration of the result of the show of hands demanded by the Chairperson or by at least three members present in person or by proxy or by a member or members present in person or proxy and representing one tenth of the total voting rights of all the members having the right to vote at the meeting and unless a poll be so demanded a declaration by the Chairperson of the meeting that a resolution has been carried or carried unanimously or by a particular majority or lost or not carried by a particular majority and an entry to that effect in the minute book of the Company shall be conclusive evidence of the fact without proof of the number or proportion of the votes recorded in favour of or against that resolution. The demand for a poll may be withdrawn
- Subject to the provisions of Article 21 if a poll be demanded in the manner aforesaid it shall be taken at such time and place and in such manner as the Chairperson of the meeting shall direct and the result of the poll shall be deemed to be the resolution of the meeting at which the poll was demanded
- 21 No poll shall be demanded on the election of a chairperson of a meeting or on any question of adjournment
- In the case of an equality of votes whether on a show of hands or on a poll the Chairperson of the meeting shall be entitled to a second or casting vote
- The demand for a poll shall not prevent the continuance of a meeting for the transaction of any business other than the question on which the poll has been demanded

Subject to the provisions of the Act a resolution in writing signed by all the members for the time being entitled to receive notice of and to attend and vote at General Meetings shall be as valid and effective as if the same had been passed at a General Meeting of the Company duly convened and held and may consist of several instruments in the like form each signed by one or more members and faxed signatures shall be acceptable

VOTES OF MEMBERS

- 25 Subject as hereinafter provided every individual and organisational member shall have one vote
- Save as herein expressly provided no member other than a member duly registered who shall have paid every subscription and other sum (if any) which shall be due and payable to the Company in respect of his or her membership shall be entitled to vote on any question at a General Meeting
- 27 Votes may be given on a poll or on a show of hands either personally or by proxy A proxy need not be a member
- The instrument appointing a proxy shall be in writing under the hand of the appointor or his or her attorney duly authorised in writing
- The instrument appointing a proxy and the power of attorney or other authority if any under which it is signed or a notarially certified or office copy thereof shall be deposited at the Office not less than 48 hours before the time appointed for holding the meeting or adjourned meeting at which the person named in the instrument proposes to vote or in the case of a poll not less than 24 hours before the time appointed for the taking of the poll and in default the instrument of proxy shall be treated as invalid. No instrument appointing a proxy shall be valid after the expiration of twelve months from the date of its execution.
- A vote given in accordance with the terms of an instrument of proxy shall be valid notwithstanding the previous death or insanity of the principal or revocation of the proxy or of the authority under which the proxy was executed provided that no intimation in writing of the death, insanity or revocation as aforesaid shall have been received at the Office before the commencement of the meeting or adjourned meeting at which the proxy is used
- An instrument appointing a proxy shall be in the following form or as near thereto as circumstances will admit -

"I,
of
a member of " name " hereby appoint
of
and failing him or her

to vote for me and on my behalf at the (Annual or Extraordinary or Adjourned as the case may be) General Meeting of the Association to be held on the day of and at every adjournment thereof

As witness my hand this day of

The instrument appointing a proxy shall be deemed to confer authority to demand or join in demanding a poll

COUNCIL OF MANAGEMENT

- 32 The Council shall be made up of two categories of member two thirds shall be elected by individual members and one third by organisational members
- Until otherwise determined by a General Meeting the number of the members of the Council shall not be less than three nor more than eighteen
- Members of the Council representing each of the two categories of member may from time to time and at any time appoint any person as a member of the Council to fill a vacancy (provided that the prescribed proportions between the two categories of members be not thereby altered) and may remove any such appointed member Any person so appointed shall retain his or her office only until the next Annual General Meeting, when he or she shall be eligible for re-election. Any person who is ineligible for re-election pursuant to Article 39 may only be appointed under this Article with the consent of a three-quarters majority of all Council members

REMUNERATION OF COUNCIL MEMBERS

Members of the Council shall not be entitled to any remuneration for their services as such members but the Council may authorise the payment by the Company of any reasonable and proper out-of-pocket expenses incurred by any Council member in the performance of his or her duties or otherwise in connection with the affairs of the Company

COUNCIL MEMBERS' INTERESTS

A Council member shall disclose to the Council the nature and extent of any material interest of his or hers in accordance with the Act. Subject as herein-after provided, a Council member shall not vote in respect of any contract or arrangement in which he or she is interested, nor shall he or she be counted in the quorum present at the meeting at which such contract or arrangement is to be approved

For the purposes of this Article

- (a) a general notice given to the Council that a Council member is to be regarded as having an interest of the nature and extent specified in the notice in any transaction or arrangement in which a specified person or class of person is interested shall be deemed to be a disclosure that the Council member has an interest in any such transaction or arrangement of the nature and extent so specified, and
- (b) an interest of which a Council member has no knowledge and of which it is unreasonable to expect him or her to have knowledge shall not be treated as an interest of his or hers

ROTATION OF MEMBERS OF THE COUNCIL

- 37 At each Annual General Meeting one third of the elected members of each category of members of the Council for the time being or if their number is not a multiple of three then the number nearest to one third shall retire from office
- The members of the Council to retire shall be those who have been longest in office since their last election. As between members of equal seniority the members to retire shall in the absence of agreement be selected from among them by lot. The length of time a member has been in office shall be computed from his or her last election.
- A retiring member of the Council shall be eligible for re-election for one further consecutive term but shall not then be eligible for re-election for a third consecutive term. Nevertheless, a retiring member of the Council who is ineligible for re-election pursuant to this Article may be elected for a new term at any Annual General Meeting following that at which he or she became so ineligible.
- Each category of members of the Company may at the meeting at which a member of the Council retires in the manner aforesaid fill up the vacated office by electing a person thereto and in default, but subject to Article 39, the retiring member shall if offering himself or herself for re-election be deemed to have been re-elected unless at such meeting it is expressly resolved not to fill such vacated office or unless a resolution for the re-election of such member shall have been put to the meeting and lost

DISQUALIFICATION OF MEMBERS OF THE COUNCIL

- 41 The Office of a member of the Council shall be vacated -
 - (i) If he or she becomes bankrupt or makes any arrangement or composition with his or her creditors, or
 - (ii) if, in the opinion of the Council, he or she becomes of unsound mind or becomes permanently incapable of acting and a minute to that affect is made by the Secretary; or
 - (iii) If he or she resigns by notice in writing to the Company, or
 - (iii) If he or she ceases to hold office by reason of the Act or becomes prohibited by law from being a Council member, or
 - (v) If he or she is removed from office by resolution duly passed pursuant to the Act

POWERS OF THE COUNCIL

Subject to the provisions of the Act, the Company's Memorandum of Association, these Articles and any directions given by Special Resolution, the business of the Company shall be managed by the Council which may exercise all the powers of the Company. No alteration of the Memorandum or these Articles and no such direction shall invalidate any prior act of the Council which would have been valid if that alteration had not been made or that direction had not been given. The powers given by this Article shall not be limited by any special power given to the Council.

PROCEEDINGS OF THE COUNCIL

The Council may meet together for the despatch of business, adjourn and otherwise regulate their meetings as they think fit. One half of the membership of the Council shall be a quorum except that where the number of Council members is 3 the quorum shall be 2. Questions arising at any meeting shall be decided by a majority of votes. In the case of an equality of votes the Chairperson shall have a second or casting vote.

- A member of the Council may and on the request of a member of the Council the Secretary shall at any time summon a meeting of the Council by notice served upon the several members of the Council
- The Council shall from time to time elect from their members a Chairperson to preside at their meetings. If at any meeting of the Council the Chairperson be not present within five minutes after the time appointed for holding the meeting or willing to preside the members of the Council present shall choose one of their number to be Chairperson of the meeting
- A meeting of the Council at which a quorum is present shall be competent to exercise all the authorities, powers and discretions by or under the regulations of the Charity for the time being vested in the Council generally
- The Council may delegate any of their powers to committees consisting of such member or members of the Council or such other persons as they think fit and any committee so formed shall in the exercise of the powers so delegated conform to any regulations imposed on it by the Council The meetings and proceedings of any such committee shall be governed by the provisions of these Articles for regulating the meetings and proceedings of the Council so far as applicable and so far as the same shall not be superseded by any regulations made by the Council The proceedings of such committee or committees shall be reported promptly to the Council
- All acts bona fide done by any meeting of the Council or of any committee of the Council or by any person acting as a member of the Council shall notwithstanding it be afterwards discovered that there was some defect in the appointment or continuance in office of any Council member or person acting as aforesaid or that they or any of them were disqualified be as valid as if every such person had been duly appointed or had duly continued in office and was qualified to be a member of the Council
- The Council shall cause proper minutes to be made of all appointments of officers made by the Annual General meeting or by the Council and of the proceedings of all meetings of the Company and of the Council and committees of the Council and all business transacted at such meetings and any such minutes of any meeting if purporting to be signed by the Chairperson of such meeting or by the Chairperson of the next succeeding meeting shall be sufficient evidence without any further proof of the facts therein stated.
- The continuing Council members or sole Council member may act notwithstanding any vacancies but if and so long as the number of Council members is less than the number fixed as a quorum they may act for the purpose of increasing the number of Council members to that number or of summoning a General Meeting of the Company but for no other purpose

- A resolution in writing signed by all the members for the time being of the Council or of any committee of the Council who are entitled to receive notice of a meeting of the Council or of such committee shall be as valid and effectual as if it had been passed at a meeting of the Council or of such committee duly convened and constituted and may consist of several instruments in the like form each signed by or on behalf of one or more members and faxed signature shall be acceptable
- Members of the Council shall be paid all travelling and other expenses properly incurred by them in attending and returning from meetings in connection with the business of the Company
- 53 The liability of the members is limited

EXECUTIVE DIRECTOR OR CO-ORDINATOR

The Council may appoint an Executive Director or Co-ordinator of the Company (by whatever name called). The Executive Director or Co-ordinator shall have such powers and duties in relation to the conduct of the business of the Charity, and shall hold office for such term and upon such conditions, as the Council shall determine The Council may remunerate any such Executive Director or Co-ordinator provided he or she is not a Council member. Any Executive Director or Co-ordinator so appointed may be removed by the Council

SECRETARY AND TREASURER

- Subject to the provisions of the Act, the Secretary shall be appointed by the Council for such term and at such remuneration (if not a Council member) and upon such conditions as the Council think fit; and any Secretary so appointed may be removed by them
- The Council may from time to time appoint an assistant or deputy secretary, and any person so appointed may act in place of the Secretary or if there is no Secretary capable of acting
- The Council may appoint a Treasurer for such term, at such remuneration (if not a Council member) and upon such conditions as they think fit, and any Treasurer so appointed may be removed by them

ACCOUNTS

The Council shall cause accounting records to be kept, laid and delivered in accordance with the Act

INDEMNITY

Subject to the provisions of the Act but without prejudice to any indemnity to which a Council member may be otherwise entitled, every Council member or other officer or Auditor of the Company shall be indemnified out of the assets of the Company against any liability incurred by him or her in defending any proceedings, whether civil or criminal, in which judgment is given in his or her favour or in which he or she is acquitted or in connection with any application in which relief is granted to him or her by the court from liability for negligence, default, breach of duty or breach of trust in relation to the affairs of the Company.

AUDIT

60 If required, auditors will be appointed and their duties regulated in accordance with the Act

NOTICES

- A notice may be served by the Company upon any member either personally or by sending it through the post in a prepaid letter addressed to such member at his registered address for service or by fax transmission to a number notified by him or her for the purpose. If sent by post it shall be deemed to have been served at the time when the letter containing the same would have been delivered in the ordinary course of post except in the case of a notice of a meeting when it shall be deemed to have been served at the expiration of 24 hours after the posting of such notice and in proving such service it shall be sufficient to prove that the letter containing the notice was properly addressed and posted. If sent by fax transmission it shall be deemed served on the working day following the date of transmission.
- If a member has not a registered address or fax number for service any notice shall be sufficiently served on him or her by posting up in the Office such notice addressed generally to the members
- The accidental omission to give notice of a meeting to or the non-receipt of notice of a meeting by any person entitled to receive notice shall not invalidate the proceedings at that meeting

WINDING-UP

- The provisions of Clauses 7 and 8 of the Memorandum of Association relating to winding-up and dissolution of the Company shall have effect and be observed as if the same were repeated in these Articles
- The liability of the members is limited.