

MINUTES
of the Annual General Meeting of
NICC STANDARDS LIMITED
held on Wednesday, 11 November 2015 at 3.30 pm
at One Great George Street, London SW1

Present: Sir John O'Reilly, Chairman
Mr Nick Ireland
Mr Phil Mart
Mr Paul Rosbotham
Mr Andrew Rawnsley
Mr Ian Lawrence
Mr Steve Cantrill
Mr Justin Orde
Mr Mohamed Hammady
Mr Clive Hillier
Mr Colin Whitbread
Mr Simon Hicks
Ms Jane Layzell
Mr Andrew F Wilson
Mr Kevin Foster
Mr Paul Theobald
Mr James Fletcher
Mr Julian Kite
Mr Richard Tyas

1. Notice of Meeting

The notice convening the meeting as sent to all members was taken as read.

2. Minutes

The Minutes of the Annual General Meeting held on 12 November 2014 were approved as a correct record.

3. Chairman's Report

The Chairman's Report on the activities of NICC Standards Limited over the preceding year was received.

4. Accounts

The accounts of the Company for the period ended 31 March 2015 and the report of the Directors thereon were received and adopted.

5. Auditors

5.1 The following resolution was put to the meeting:

Resolution 1: To re-appoint TWP Accounting LLP as the auditors of the Company to hold office from the conclusion of this Annual General Meeting until the conclusion of the next Annual General Meeting and to authorise the Directors to agree their remuneration.

5.2 The resolution was passed nem con.

6. Election of Directors

A report was received on the election of Directors. It was noted that two Directors were due to retire by rotation: Mr M Hammady and Mr A Rawnsley had been nominated for further term and no other nominations had been received. It was noted that the number of nominations was fewer than the number of vacancies, so no election was required and, therefore, Mr Hammady and Mr Rawnsley were appointed for a further term from the AGM.

7. Resolutions

7.1 The following resolution was put to the meeting:

Resolution 2: To approve the membership fees of the Company for the period from 1 April 2016 to 31 March 2017 as follows:

- (a) for Full Members – £2,500 plus VAT;
- (b) for Associate Members – £1,250 plus VAT;
- (c) for Academic Institution Members – fee may be waived.

7.2 The resolution was passed nem con.

8. Vote of Thanks

The Chairman proposed a Vote of Thanks to Mr Ireland and Ms Layzell for the arrangements of the NICC Open Forum.

9. Closure

The Chairman closed the meeting.

NICC Standards Limited is registered in England and Wales. Company number: 6613589. Registered office: Michael Faraday House, Six Hills Way, Stevenage, Herts SG1 2AY, United Kingdom.