

MINUTES
of the Annual General Meeting of
NICC STANDARDS LIMITED
held on Thursday, 9 November 2016 at 3.30 pm
at One Great George Street, London SW1P 3AA

Present:

Chairman	Sir John O'Reilly, Chairman
Company Secretary	Mr Andrew F Wilson (Retired at the Meeting)
Directors	Mr Paul Beaumont (Appointed at the Meeting) Mr Steve Cantrill Mr Mohammed Hammady Ms Jane Humphrey Mr Ian Lawrence Mr Justin Orde Mr Andrew Rawnsley (Appointed Company Secretary at the Meeting) Mr Paul Rosbotham
Board Secretary	Mr Nick Ireland
Observers	Mr Simon Hicks Mr Clive Hillier

Plus 27 representatives of Member Organisations and 3 guests.

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 11 November 2015 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 2016 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 Steve Cantrill and Mr Ian Lawrence had been nominated for further term and nominations had also been received from Mr Paul Beaumont and Ms Jane Humphrey. It was noted that the number of nominations was fewer than the number of vacancies, so no election was required and, therefore, Mr Beaumont, Mr Cantrill, Ms Humphrey and Mr Lawrence were appointed for a term of three years.

7. Company Secretary

7.1 It was noted that the current Company Secretary, Mr Andrew F Wilson, would retire following the Annual General Meeting. The Chairman proposed a Vote of Thanks to Mr Wilson, which was approved.

7.2 It was agreed to appoint Mr Andrew Rawnsley as Company Secretary from the date of the Annual General Meeting.

8. Registered Address

It was agreed to transfer the registered address of NICC Standards Limited to TWP Accounting LLP, The Old Rectory, Church Street, Weybridge KT13 8DE.

9. Resolutions

9.1 The following resolution was put to the meeting:

Resolution 2: To approve the membership fees of the Company for the period from 1 April 2017 to 31 March 2018 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.

9.2 The resolution was passed nem con.

10. Closure

The Chairman closed the meeting.