

MINUTES
of the Annual General Meeting of
NICC STANDARDS LIMITED
held on Wednesday, 8 November 2017 at 1.30 pm
at One Great George Street, London SW1P 3AA

Present:

Chairman	Sir John O'Reilly
Company Secretary	Mr Andrew Rawnsley
Directors	Mr Paul Beaumont Mr Steve Cantrill Mr Andy Cook (appointed at the meeting) Mr Mohammed Hammady Ms Jane Humphrey Mr Ian Lawrence Mr Justin Orde Mr Paul Rosbotham
Board Secretary	Mr Nick Ireland
Observers	Mr Simon Hicks Mr Clive Hillier

Plus 22 representatives of Member Organisations and 14 guests.

Apologies:

Mr Steve Kingdom (nominee Director, appointed at the meeting)

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 10 November 2016 were approved as a correct record. There were no matters arising.

3. Chairman's Report

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

4. Accounts

- 4.1 The Accounts of the Company for the period ended 31 March 2017 and the Report of the Directors thereon had previously been circulated to all Members. Justin Orde proposed that these be received and adopted, Ian Lawrence seconded this proposition.
- 4.2 The proposition was passed nem con.

5. Auditors

- 5.1 The following resolution was put to the meeting by Justin Orde and seconded by Ian Lawrence:

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 Justin Orde and Mr Paul Rosbotham. Each were nominated to serve for further term and nominations had also been received from Mr Andy Cook and Mr Steve Kingdom. It was noted that the number of nominations was fewer than the number of vacancies, so no election was required and, therefore, Mr Orde, Mr Rosbotham, Mr Cook and Mr Kingdom were each appointed for a term of three years.

7. Resolutions

- 7.1 The following resolution was put to the meeting by Justin Orde and seconded by Paul Rosbotham:

Resolution 2: To approve the membership fees of the Company for the period from 1 April 2018 to 31 March 2019 as follows:

- (a) for Full Members – £3,500 plus VAT;
- (b) for Associate Members – £1,500 plus VAT;
- (c) for Academic Institution Members – fee may be waived.

- 7.2 The resolution was passed nem con.

8. Closure

There being no other business the Chairman closed the meeting at 13:42.