

MINUTES
of the Annual General Meeting of
NICC STANDARDS LIMITED
held on Thursday, 28 November 2013 at 3.50 pm
at the Institution of Civil Engineers, Great George Street, London SW1

Present: Mr Paul Rosbotham, in the Chair
Mr Steve Cantrill
Mr Mohamed Hammady
Mr Simon Hicks
Mr Clive Hillier
Mr Nick Ireland
Mr Trevor Linney
Mr Phil Mart
Mr Justin Orde
Mr Andy Rawnsley
Mr Andrew F Wilson

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 14 November 2012 were approved as a correct record, subject to the following amendment:

Minute 4: "The accounts of the Company for the period ended 31 March 2012 and the report of the Directors thereon were approved." to read "The accounts of the Company for the period ended 31 March 2012 and the report of the Directors thereon were received and adopted."

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 2013 and the report of the Directors thereon were received and adopted.

5. Auditors

The appointment of TWP Accounting LLP as auditors of the company for 2013/14 was approved.

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.

6. Election of Directors

A report was received on the election of Directors. It was noted that three Directors were due to retire by rotation: Mr R Bellis, Mr I Lawrence and Mr A Rawnsley. Mr Bellis, Mr Lawrence and Mr Rawnsley had been nominated for further term and one other nomination had been received for Mr S Cantrill. No election was required and therefore Mr Bellis, Mr Cantrill, Mr Lawrence 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 2014 to 31 March 2015 as follows:

- (a) for Full Members – £2,500 plus VAT;
- (b) for Associate Members – £1,250 plus VAT.

7.2 The resolution was passed nem con.

8. Vote of Thanks

The Chairman proposed a Vote of Thanks to the members of the NICC Working Groups and to the directors of the company.

9. Closure

The Chairman closed the meeting.