

MINUTES
of the Annual General Meeting of
NICC STANDARDS LIMITED
held on Wednesday, 15 November 2022 at 13:20
at One Great George Street, London SW1P 3AA

Present: Chairman & Director: Mr Paul Rosbotham
Directors: Mr Paul Beaumont
Mr Andy Cook
Mr Paul Emmett
Mr Steve Kingdom
Mr Justin Orde

Board Secretary: Mr Nick Ireland

Observers: Mr Clive Hillier (Ofcom)

Apologies: Mr Simon Hicks (DCMS)
Mr Laurent Lavallee
Mr Ian Lawrence
Mr Andy Rawnsley (Company Secretary)

36 representatives of Full Member organisations, 15 representatives of Associate Member organisations, 14 Representatives of Observer organisations and 14 guests.

The Chairman welcomed all to the Annual General Meeting expressing how pleasing it was to be able to meet in person once again and thanked all present for attending.

1. Notice of Meeting

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

2. Minutes

2.1 The Minutes of the Annual General Meeting held on 16 November 2021, having been previously circulated to the Membership were placed before the meeting.

Resolution 1: To receive the Minutes of the AGM held on 16 November 2021.

Proposed by: P. Rosbotham Seconded by: P. Beaumont

2.2 The proposition was passed nem. con.

3. Chairman's Report

The Chairman's Report on the activities of NICC Standards Limited over the preceding year was received and covered Working Group activities, publications and membership and recruitment activities.

4. Accounts

4.1 The Accounts of the Company for the period ended 31 March 2022 and the Report of the Directors thereon had previously been circulated to all Members.

Resolution 2: To receive & adopt the Accounts of the Company for the period ended 31 March 2022.

Proposed by: J. Orde Seconded by: A. Cook

4.2 The proposition was passed nem. con.

5. Auditors

5.1 Resolution 3: 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.

Proposed by: J. Orde

Seconded by: S. Kingdom

5.2 The resolution was passed nem. con.

5.3 Resolution 4: To authorise the Directors to determine the Auditors' remuneration

Proposed by: J. Orde

Seconded by: A. Cook

5.4 The resolution was passed nem. con.

6. Election of Directors

A report was received on the election of Directors. It was noted that one Director were due to retire by rotation, Mr Ian Lawrence. Mr Lawrence was nominated to serve for further term. Additionally, Mr Paul Emmett (TalkTalk) has been nominated to serve. No further nominations had been received. It was noted that the number of nominations was fewer than the number of vacancies and no election was required. Therefore, Mr Lawrence and Mr Emmett were each appointed for a term of three years.

7. Re-Appointment of Company Secretary

7.1 Resolution 5: To re-appoint Mr Andrew Rawnsley as Company Secretary.

Proposed by: J. Orde

Seconded by: A. Cook

7.2 The resolution was passed nem. con.

8. Membership Fees

8.1 Resolution 6: To approve the membership fees of the Company for the period from 1 April 2023 to 31 March 2024 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.

Proposed by: T. Linney

Seconded by: A. Cook

8.2 The resolution was passed nem. con.

9. AOB

None

Closure

There being no other business the Chairman closed the meeting at 13:29.