

## **FILE COPY**

# CERTIFICATE OF INCORPORATION OF A PRIVATE LIMITED COMPANY

Company Number **11391055** 

The Registrar of Companies for England and Wales, hereby certifies that

#### **NOT/NO.W.HERE LTD**

is this day incorporated under the Companies Act 2006 as a private company, that the company is limited by guarantee, and the situation of its registered office is in England and Wales

Given at Companies House on 31st May 2018



\*N11391055C\*





In accordance with Section 9 of the Companies Act 2006.

# **IN01**

# Application to register a company



Companies House

A fee is payable with this form.

Please see 'How to pay' on the last page.

#### What this form is for

You may use this form to register a private or public company.

#### What this form is NOT for

You cannot use this form to registe a limited liability partnership. To do this, please use form LL IN01. Do n use this form if any individual pers with significant control is applying or has applied for protection from having their details disclosed on th public register. Contact enquiries@ companieshouse.gov.uk to get a separate form.



24/05/2018

A04 COMPANIES HOUSE

SHEEN IN 1565 1101(5) 1401 AT 1881 \*A75MA3RL

09/05/2018

A09

#307

COMPANIES HOUSE

Part 1	Company details					
A1	Company name	→ Filling in this form Please complete in typescript or in				
	Check if a company name is available by using our name availability search:	bold black capitals.				
	www.companieshouse.gov.uk/info	All fields are mandatory unless specified or indicated by *				
		O Duplicate names				
	Please show the proposed company name below.	Duplicate names are not permitted. A list of registered names can				
Proposed company name in full •	Not/no.w.here Ltd	be found on our website. There are various rules that may affect				
For official use	1113911055	your choice of name. More information on this is available in our guidance at: www.gov.uk/companieshouse				
A2	Company name restrictions ®					
	Please tick the box only if the proposed company name contains sensitive or restricted words or expressions that require you to seek comments of a	O Company name restrictions A list of sensitive or restricted				

or restricted words or expressions that require you to seek comments of a government department or other specified body.

- I confirm that the proposed company name contains sensitive or restricted words or expressions and that approval, where appropriate, has been sought of a government department or other specified body and I attach a copy of their response.
- words or expressions that require consent can be found in our guidance at:
- www.gov.uk/companieshouse

#### Exemption from name ending with 'Limited' or 'Cyfyngedig' 9

Please tick the box if you wish to apply for exemption from the requirement to have the name ending with 'Limited', Cyfyngedig' or permitted alternative.

I confirm that the above proposed company meets the conditions for exemption from the requirement to have a name ending with 'Limited', 'Cyfyngedig' or permitted alternative.

#### Name ending exemption

Only private companies that are limited by guarantee and meet other specific requirements or private companies that are charities are eligible to apply for this. For more details, please go to our website: www.gov.uk/companieshouse

A4	Company. type®					
	Please tick the box that describes the proposed company type and members' liability (only one box must be ticked):  Public limited by shares Private limited by shares Private limited by guarantee Private unlimited with share capital Private unlimited without share capital					● Company type  If you are unsure of your company's type, please go to our website:  www.gov.uk/companieshouse
A5	Princ	ipal	bu	sine	ess activity	· ·
	Please activi				de classification code number(s) for the principal	Principal business activity You must provide a trade classification code (SIC code 2007)
Classification code 1		5	5	2	or a description of your company's main business in this section.	
Classification code 3		_			0	A full list of the trade classification codes is available on our website: www.gov.uk/companieshouse
Classification code 4					mine a code, please give a brief description of the activity below:	_
						_
A6	Situa	tioi	n of	reg	istered office o	
		osed Eng Wal Scot	regis Iland Ies tlanc	stere and	ropriate box below that describes the situation of the displayed office (only one box must be ticked):  Wales  and	Registered office     Every company must have a registered office and this is the address to which the Registrar will send correspondence.  For England and Wales companies, the address must be in England or Wales.  For Welsh, Scottish or Northern Ireland companies, the address must be in Wales, Scotland or Northern Ireland respectively.

A7	Registered office address o	
	Please give the registered office address of your company.	● Registered office address You must ensure that the address
Building name/number	68	shown in this section is consistent with the situation indicated in
Street	Calderon Road	section A6.
Post town	London	You must provide an address in England or Wales for companies to be registered in England and Wales.
County/Region	Greater London	You must provide an address in
Postcode	E 1 1 4 E U	Wales, Scotland or Northern Ireland for companies to be registered in Wales, Scotland or Northern Ireland respectively.
A8	Articles of association o	
	Please choose one option only and tick one box only.	• For details of which company type can adopt which model articles,
Option 1	I wish to adopt one of the following model articles in its entirety. Please tick only <b>one</b> box.	please go to our website: www.gov.uk/companieshouse
	Private limited by shares	A Community Interest Company
	Private limited by guarantee Public company	(CIC) cannot adopt model articles.  If you are incorporating a CIC you must tick option 3 and attach a copy of the bespoke articles.
Option 2	I wish to adopt the following model articles with additional and/or amended provisions. I attach a copy of the additional and/or amended provision(s). Please tick only <b>one</b> box.  Private limited by shares  Private limited by guarantee  Public company	
Option 3	I wish to adopt entirely bespoke articles. I attach a copy of the bespoke articles to this application.	
A9	Restricted company articles o	
	Please tick the box below if the company's articles are restricted.  ✓	Restricted company articles Restricted company articles are those containing provision for entrenchment. For more details, please go to our website: www.gov.uk/companieshouse

# Part 2 Proposed officers

For private companies the appointment of a secretary is optional, however, if you do decide to appoint a company secretary you must provide the relevant details. Public companies are required to appoint at least one secretary.

Private companies must appoint at least one director who is an individual. Public companies must appoint at least two directors, one of which must be an individual.

For a secretary who is an individual, go to Section B1; For a corporate secretary, go to Section C1; For a director who is an individual, go to Section D1; For a corporate director, go to Section E1.

#### **Secretary**

B1	Secretary appointments o			
	Please use this section to list all the secretary appointments taken on formation For a corporate secretary, complete Sections C1-C4.			
Title*	MS			
Full forename(s)	TAYLOR JAYNE			
Surname	LE MELLE - LYNCH			
Former name(s) 2				

#### • Corporate appointments

For corporate secretary appointments, please complete section C1-C4 instead of section B.

Additional appointments If you wish to appoint more than one secretary, please use the 'Secretary appointments' continuation page.

#### **②** Former name(s)

Please provide any previous names (including maiden or married names) which have been used for business purposes in the last 20 years.

B2	Secretary's service address 9
Building name/number	2 WARTON HOUSE
Street	150 STRATFORD HIGH ST.
Post town	LONDEN
County/Region	LONDON
Postcode	EISZNE
Country	UK

#### Service address

This is the address that will appear on the public record. This does not have to be your usual residential address.

Please state 'The Company's Registered Office' if your service address will be recorded in the proposed company's register of secretaries as the company's registered office.

If you provide your residential address here it will appear on the public record.

Application to register a company

# **Corporate secretary**

Name of corporate body/firm  Building name/number  Street  Street  Corporate secretary appointments continuation page.  Registered or principal address must be a physical botain for the delivery of documents. It cannot be a PO box number (unless contained within a full address), DX number.  County/Region  Postcode  Country  C2  Location of the registry of the corporate body or firm  Is the corporate secretary registered within the European Economic Area (EEA)?	C1	Corporate secretary appointments o	
Name of corporate body/firm  Building name/number  Street  Street  Country  Post town  Country/Region  Postcode  Country  Location of the registry of the corporate body or firm  Is the corporate secretary registered within the European Economic Area (EEA)?  A yes Complete Section C3 only  No Complete Section C4 only  Please give details of the registration number in that register.  Where the company/firm is registered of Non-EEA Companies  Non-EE			If you wish to appoint more than one
Building name/number  Street			'Corporate secretary appointments' continuation page.
Street    Post town   Post town	Building name/number		This is the address that will appear
Postcode Country  C2 Location of the registry of the corporate body or firm Is the corporate secretary registered within the European Economic Area (EEA)?  → Yes Complete Section C3 only → No Complete Section C4 only  EEA companies Please give details of the register where the company file is kept (including the relevant state) and the registration number in that register.  Where the company/firm is registered of Registration number  Non-EEA companies Please give details of the legal form of the corporate body or firm and the law by which it is governed. If applicable, please also give details of the register in which it is entered (including the state) and its registration number in that register.  Legal form of the corporate body or firm and the law by which it is entered (including the state) and its registration number in that register.  Legal form of the corporate body or firm and the law by which it is entered (including the state) and its registration number in that register.  Legal form of the corporate body or firm is registered, you must also provide its number in that register.  Legal form of the corporate body or firm is registered, you must also provide its number in that register.  Legal form of the corporate body or firm is registered, you must also provide its number in that register.  If applicable, where the company firm is registered.	Street		must be a physical location for the delivery of documents. It cannot be a PO box number (unless contained
Country  C2  Location of the registry of the corporate body or firm  Is the corporate secretary registered within the European Economic Area (EEA)?  • Yes Complete Section C3 only • No Complete Section C4 only   EEA companies ®  Please give details of the register where the company file is kept (including the relevant state) and the registration number in that register.  Where the company/ firm is registered ®  Non-EEA companies  Please give details of the legal form of the corporate body or firm and the law by which it is governed. If applicable, please also give details of the register in which it is entered (including the state) and its registration number in that register.  Legal form of the corporate body or firm and the law by which it is entered (including the state) and its registration number in that register.  Legal form of the corporate body or firm and the law by which it is entered (including the state) and its registration number in that register.  Legal form of the corporate body or firm is registered.  CNON-EEA Where you have provided details of the register (including state) where the company or firm is registered, you must also provide its number in that register.  If applicable, where the company/firm is	Post town		LP (Legal Post in Scotland) number.
Country  C2  Location of the registry of the corporate body or firm  Is the corporate secretary registered within the European Economic Area (EEA)?  + Yes Complete Section C3 only + No Complete Section C4 only   EEA companies ©  Please give details of the register where the company file is kept (including the relevant state) and the registration number in that register.  Where the company/ firm is registered ©  Registration number  C4  Non-EEA companies  Please give details of the legal form of the corporate body or firm and the law by which it is governed. If applicable, please also give details of the register in which it is entered (including the state) and its registration number in that register.  C9 This is the register mentioned in Article 3 of the Pirst Company Law Directive (68/151/EEC).  ONON-EEA  Where you have provided details of the register in which it is entered (including the state) and its registration number in that register.  Legal form of the corporate body or firm and the law by which it is entered (including the state) and its registration number in that register.  Under Your Manual Plant	County/Region		
Location of the registry of the corporate body or firm  Is the corporate secretary registered within the European Economic Area (EEA)?  Yes Complete Section C3 only No Complete Section C4 only  EEA companies  Please give details of the register where the company file is kept (including the relevant state) and the registration number in that register.  Where the company/firm is registered  Non-EEA companies  Please give details of the legal form of the corporate body or firm and the law by which it is governed. If applicable, please also give details of the register in which it is entered (including the state) and its registration number in that register.  Legal form of the corporate body or firm  Governing law  If applicable, where the company/firm is	Postcode		
Is the corporate secretary registered within the European Economic Area (EEA)?  Yes Complete Section C3 only No Complete Section C4 only  EEA companies Please give details of the register where the company file is kept (including the relevant state) and the registration number in that register.  Where the company/ firm is registered Please give details of the legal form of the corporate body or firm and the law by which it is governed. If applicable, please also give details of the register in which it is entered (including the state) and its registration number in that register.  Where you have provided details of the register in which it is entered (including the state) and its registration number in that register.  Where you have provided details of the register (including state) where the company or firm is registered, you must also provide its number it that register.  If applicable, where the company/firm is	Country		
Is the corporate secretary registered within the European Economic Area (EEA)?  + Yes Complete Section C3 only + No Complete Section C4 only   EEA companies Pelease give details of the register where the company file is kept (including the relevant state) and the registration number in that register.  Where the company/ firm is registered Pelease give details of the legal form of the corporate body or firm and the law by which it is governed. If applicable, please also give details of the register in which it is entered (including the state) and its registration number in that register.  Non-EEA companies  Please give details of the legal form of the corporate body or firm and the law by which it is governed. If applicable, please also give details of the register in which it is entered (including the state) and its registration number in that register.  Pono-EEA Where you have provided details of the register (including state) where the company or firm is registered, you must also provide its number in that register.  Please give details of the legal form of the corporate body or firm and the law by which it is governed. If applicable, please also give details of the register in which it is entered (including the state) and its registration number in that register.  Pono-EEA Where you have provided details of the register (including state) where the company or firm is registered, you must also provide its number in that register.	C2	Location of the registry of the corporate body or firm	
EEA companies Please give details of the register where the company file is kept (including the relevant state) and the registration number in that register.  Where the company/ firm is registered Please give details of the registration number in that register.  Where the company/ firm is registered Please give details of the legal form of the corporate body or firm and the law by which it is governed. If applicable, please also give details of the register in which it is entered (including the state) and its registration number in that register.  Legal form of the corporate body or firm  Governing law  If applicable, where the company/firm is  Please give details of the legal form of the corporate body or firm and the law by which it is governed. If applicable, please also give details of the register in which it is entered (including the state) and its registration number in that register.  ONON-EEA  Where you have provided details of the register (including state) where the company or firm is registered, you must also provide its number in that register.  If applicable, where the company/firm is	<del></del>	Is the corporate secretary registered within the European Economic Area (EEA)?	
Please give details of the register where the company file is kept (including the relevant state) and the registration number in that register.  Where the company/ firm is registered   Registration number  Non-EEA companies  Please give details of the legal form of the corporate body or firm and the law by which it is governed. If applicable, please also give details of the register in which it is entered (including the state) and its registration number in that register.  Legal form of the corporate body or firm  Governing law  If applicable, where the company/firm is			
Please give details of the register where the company file is kept (including the relevant state) and the registration number in that register.  Where the company/ firm is registered   Registration number  Non-EEA companies  Please give details of the legal form of the corporate body or firm and the law by which it is governed. If applicable, please also give details of the register in which it is entered (including the state) and its registration number in that register.  Legal form of the corporate body or firm  Governing law  If applicable, where the company/firm is	C3	EEA companies <sup>©</sup>	
Flease give details of the legal form of the corporate body or firm and the law by which it is entered (including the state) and its registration number in that register.  Legal form of the corporate body or firm and the law by which it is entered (including the state) and its registration number in that register.  Legal form of the corporate body or firm  Governing law  If applicable, where the company/firm is		Please give details of the register where the company file is kept (including the	A full list of countries of the EEA can be found in our guidance:
Registration number  Non-EEA companies  Please give details of the legal form of the corporate body or firm and the law by which it is governed. If applicable, please also give details of the register in which it is entered (including the state) and its registration number in that register.  Legal form of the corporate body or firm  Governing law  If applicable, where the company/firm is			
Non-EEA companies  Please give details of the legal form of the corporate body or firm and the law by which it is governed. If applicable, please also give details of the register in which it is entered (including the state) and its registration number in that register.  Legal form of the corporate body or firm  Governing law  If applicable, where the company/firm is		·	Article 3 of the First Company Law
Please give details of the legal form of the corporate body or firm and the law by which it is governed. If applicable, please also give details of the register in which it is entered (including the state) and its registration number in that register.  Legal form of the corporate body or firm and the law by which it is governed. If applicable, please also give details of the register in which the register.  Legal form of the corporate body or firm and the law by where the company or firm and the law by which it is governed. If applicable, please also give details of the register in which the register.  Where you have provided details of the register.  The company or firm is registered, you must also provide its number in that register.  The company or firm is registered, you must also provide its number in that register.	Registration number		Directive (containing)
which it is governed. If applicable, please also give details of the register in which it is entered (including the state) and its registration number in that register.  Legal form of the corporate body or firm  Governing law  If applicable, where the company/firm is	C4	Non-EEA companies	
Legal form of the corporate body or firm  Governing law  If applicable, where the company/firm is		which it is governed. If applicable, please also give details of the register in which	Where you have provided details of the register (including state) where
If applicable, where the company/firm is	corporate body		you must also provide its number in
the company/firm is	Governing law		
registered -			
Registration number	Registration number		
		•	

Application to register a company

#### Director

Director			
D1	Director appointments ●		
	Please use this section to list all the director appointments taken on formation. For a corporate director, complete Sections E1-E4.	Appointments     Private companies must appoint at least one director who is an	
Title*	MS	individual. Public companies must appoint at least two directors one	
Full forename(s)	TAYLOR SAYNE	which must be an individual.	
Surname	LE MELLE-LYNCH	<ul> <li>Former name(s)</li> <li>Rease provide any previous names</li> </ul>	
Former name(s)@		(including maiden or married name which have been used for business purposes in the last 20 years	
Country/State of residence	ue	Country/State of residence This is in respect of your usual residential address as stated in	
Nationality	AMERICAN	section D4.  Month and year of birth	
	X X   "O   "6   ' 1   '9   '8   '8	Rease provide month and year only	
Business occupation (if any) <sup>©</sup>		Business occupation If you have a business occupation, please enter here. If you do not, please leave blank.	
·		Additional appointments  If you wish to appoint more than one director, please use the 'Directo appointments' continuation page.	
D2	Director's service address <sup>6</sup>	· · · · · · · · · · · · · · · · · · ·	
	Please complete the service address below. You must also lill in the director's usual residential address in Section D4.	Service address  This is the address that will appear on the public record. This does not	
Building name/number	2 WALTON HOUSE	have to be your usual residential	
Street .	150 STLATFORD HIGH ST.	Hease state 'The Company's Registered Of Cab' if your service	
Post town	LONDON	address will be recorded in the proposed company's register of directors as the company's registered of Lob.	
County/Region	CONOON		
Postcode	EISZNE	If you provide your residential address here it will appear on the	
Country	uk	address here it will appear on the public record.	

## Director

D1	Director appointments •	<b>,</b>
	Please use this section to list all the director appointments taken on formation.  For a corporate director, complete Sections E1-E4.	Appointments     Private companies must appoint     at least one director who is an
Title*	Mr	individual. Public companies must appoint at least two directors, one of
Full forename(s)	Matteo Imran	which must be an individual.
Surname	Perretta	❷ Former name(s) Please provide any previous names
Former name(s) 2		(including maiden or married names) which have been used for business purposes in the last 20 years.
Country/State of residence ©	UK	Ocuntry/State of residence This is in respect of your usual residential address as stated in
Nationality	British	section D4.
Month/year of birth 4	X X	Month and year of birth     Please provide month and year only.
Business occupation (if any) <sup>©</sup>		Business occupation     If you have a business occupation, please enter here. If you do not, please leave blank.
		Additional appointments If you wish to appoint more than one director, please use the 'Director appointments' continuation page.
D2	Director's service address <sup>©</sup>	
	Please complete the service address below. You must also fill in the director's usual residential address in <b>Section D4</b> .	◆ Service address    This is the address that will appear    on the public record. This does not
Building name/number	2 Warton House	have to be your usual residential address.
Street	150 Stratford High Street	Please state 'The Company's
		Registered Office' if your service address will be recorded in the
Post town	London	proposed company's register of directors as the company's
County/Region	London	registered office.
Postcode	E   1   5   2   N   E	If you provide your residential address here it will appear on the
Country	UK	public record.

# Application to register a company

## **Corporate director**

E1	Corporate director appointments •	
	Please use this section to list all the corporate directors taken on formation.	• Additional appointments If you wish to appoint more than one
Name of corporate body or firm		corporate director, please use the 'Corporate director appointments' continuation page.
Building name/number		Registered or principal address
Street		This is the address that will appear on the public record. This address must be a physical location for the delivery of documents. It cannot be
Post town		a PO box number (unless contained within a full address), DX number or
County/Region		LP (Legal Post in Scotland) number.
Postcode		
Country		
E2	Location of the registry of the corporate body or firm	
	Is the corporate director registered within the European Economic Area (EEA)?  → Yes Complete Section E3 only	
	→ No Complete Section E4 only	
E3	EEA companies <sup>©</sup>	
	Please give details of the register where the company file is kept (including the relevant state) and the registration number in that register.	② EEA  A full list of countries of the EEA can be found in our guidance:
Where the company/ firm is registered <b>⊙</b>		www.gov.uk/companieshouse  This is the register mentioned in Article 3 of the First Company Law
Registration number		Directive (68/151/EEC).
E4	Non-EEA companies	
	Please give details of the legal form of the corporate body or firm and the law by which it is governed. If applicable, please also give details of the register in which it is entered (including the state) and its registration number in that register.	Non-EEA     Where you have provided details of the register (including state) where the company or firm is registered,
Legal form of the corporate body or firm		you must also provide its number in that register.
Governing law	,	
If applicable, where the company/firm is registered ©		
If applicable, the registration number		
	•	

Part 3	Statement of capital				
	Does your company have share capital?  → Yes Complete the sections below.  → No Go to Part 4 (Statement of				
F1	Statement of capital	***************************************			
	Complete the table(s) below to show the show the show to show the show the show to show the show t	ency (if appropriat			ion pages a continuation page y.
Currency Complete a separate table for each currency	Class of shares E.g. Ordinary/Preference etc.	Number of shares	Aggregate not (£, €, \$, etc) Number of shar multiplied by no	es issued	Total aggregate amount to be unpaid, if any (£, €, \$, etc) Including both the nominal value and any share premium
Currency table A					
	Totals				
Currency table B		1			
	Totals				
Currency table C					
					· · ·
	Totals	Total number of shares	Total aggre nominal va		Total aggregate amount unpaid <b>①</b>
	Totals (including continuation pages)	• Please list total a For example: £100 +			t currencies separately.

F2	Statement of capital (Prescribed particulars of rights attached to shares)  Please give the prescribed particulars of rights attached to shares for each class	• Prescribed particulars of rights
	of share shown in the statement of capital share tables in <b>Section F1</b> .	attached to shares
Class of share		The particulars are: a. particulars of any voting rights,
Prescribed particulars		including rights that arise only in
•	}	certain circumstances; b. particulars of any rights, as
		respects dividends, to participate
		in a distribution; c. particulars of any rights, as
		respects capital, to participate in a distribution (including on winding
		up); and
		d. whether the shares are to be redeemed or are liable to be
		redeemed at the option of the company or the shareholder.
		A separate table must be used for each class of share.
		Continuation pages Please use the next page or a
		'Statement of Capital (Prescribed
		particulars of rights attached to shares)' continuation page if
•		necessary.

Class of share	Prescribed particulars of rights
Prescribed particulars  •	attached to shares  The particulars are: a. particulars of any voting rights, including rights that arise only in certain circumstances; b. particulars of any rights, as respects dividends, to participate in a distribution; c. particulars of any rights, as respects capital, to participate in a distribution (including on winding up); and d. whether the shares are to be redeemed or are liable to be redeemed at the option of the company or the shareholder.  A separate table must be used for each class of share.  Continuation pages  Please use a 'Statement of capital (Prescribed particulars of rights attached to shares)' continuation page if necessary.

<b>F3</b>	Initial shareholdings						
	This section should only be completed by companies incorporating with share capital.					Initial shareholdings	
	Please complete th	ne details below for	each subscriber.			Please list the cor in alphabetical or	npany's subscribers der.
	The addresses will appear on the public record. These do not need to be the subscribers' usual residential address.					Please use an 'Initial shareholdings' continuation page if necessary.	
Subscriber's details		Class of share	Number of shares	Currency	Nominal value of each share	Amount (if any) to be unpaid on each share (including the nominal value and any share premium)	Amount to be paid on each share (including the nominal value and any share premium)
Name							
Address							
Name							
Address							
	· ·						
Name			1				
Address							
Name				<u>.</u>			
Address							
						<u> </u>	
		<u> </u>	<u> </u>		<u> </u>		

Application to register a company

## Part 4 Statement of guarantee

Is your company limited by guarantee?

- → Yes Complete the sections below.
- → No Go to Part 5 People with significant control (PSC).

#### G1 Subscribers

Please complete this section if you are a subscriber of a company limited by guarantee. The following statement is being made by each and every person named below.

I confirm that if the company is wound up while I am a member, or within one year after I cease to be a member, I will contribute to the assets of the company by such amount as may be required for:

- payment of debts and liabilities of the company contracted before I cease to be a member;
- payment of costs, charges and expenses of winding up, and;
- adjustment of the rights of the contributors among ourselves, not exceeding the specified amount below.

#### **O** Name

Please use capital letters.

#### Address

The addresses in this section will appear on the public record. They do not have to be the subscribers' usual residential address.

Amount guaranteed Any valid currency is permitted.

#### O Class of members

Only complete this if there will be more than one class of members and if the subscribers are electing to keep members' information on the public register.

Continuation pages Please use a 'Subscribers'

continuation page if necessary.

	Subscriber's details	
Forename(s) •	TAYLOR JAYNE	
Surname •	LE MELLE - LYN CH	
Address 9	45a CHILDERIC ROAD	
	LONDON	
Postcode	SE146DQ	
Amount guaranteed 9	£!	
Class of member (if applicable) <sup>4</sup>		**********

	Subscriber's details
Forename(s) •	MATTEO IMRAN
Surname •	PERRETTA
Address 😉	1 ROYAL VICTOR PLACE
	LONDON
Postcode	E 3 5 5 5
Amount guaranteed 9	£1
Class of member (if applicable)	

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	INO1 Application to register a company					
Part 5	People with significant control (PSC)					
	Use this Part to tell us about people with significant control or registrable relevant legal entities in respect of the company. Do not use this Part to tell us about any individual people with significant control whose particulars must not be disclosed on the public record. You must use a separate form, which you can get by contacting us enquiries@companieshouse.gov.uk					
	If on incorporation there will be someone who will count as a person with significant control (either a registrable person or registrable relevant legal entity (RLE)) in relation to the company, tick the box in H1 and complete any relevant sections. If there will be no registrable person or RLE tick the box in H2 and go to Part 6 Election to keep information on the public register.					
H1	Statement of initial significant control <sup>0</sup>					
	On incorporation, there will be someone who will count as a person with significant control (either a registrable person or registrable RLE) in relation to the company.	● Statement of initial significant control If there will be a registrable person (which includes 'other registrable persons') or RLE, please complete the appropriate details in sections H, I & J  Please use the PSC continuation pages if necessary				
	Early DCC					
H2	Statement of no PSC (Please tick the statement below if appropriate)	-				
	The company knows or has reason to believe that there will be no person with significant control (either a registrable person or RLE) in relation to the company					

Application to register a company

#### Individual PSC

H3	Individual's details	
	Use sections H3-H9 as appropriate to tell us about individuals with significant control who are registrable persons and the nature of their control in relation to the company	Ocuntry/State of residence This is in respect of the usual residential address as stated in section H6.
Title*	MS .	Month and year of birth  Rease provide month and year only
Full forename(s)	TAYLOR JAYNE	
Sumame	LE MELLE- LYNCH	
Country/State of residence®	UK	
Nationality	AMERICAN	
Month/year of birth	X X 6 6 7 1 7 9 8 8	
H4	Individual's service address ●	
	Please complete the individual's service address below. You must also complete the individual's usual residential address in Section H6.	Service address     This is the address that will appear on the public record. This does not
Building name/number	2 WALTON HOUSE	have to be the individual's usual
Street.	150 STRATFORD HIGH ST.	residential address.  If you provide the individual's residential address here it will
Post town	LONDON	appear on the public record.
County/Region	LONDON	
Postcode	EISZNE	
Country	UK.	

14:	ature of control for an individual <sup>0</sup>	
	lease indicate how the individual is a person with significant control over the ompany	Tick each that apply.
ir E	The individual holds, directly or indirectly, the following percentage of shares in the company (tick only one):  more than 25% but not more than 50% more than 50% but less than 75% 75% or more	
T ri	Dwnership of voting rights The individual holds, directly or indirectly, the following percentage of voting ights in the company (tick only one): The more than 25% but not more than 50% more than 50% but less than 75% The provided Hollowing percentage of voting ights in the company (tick only one): The provided Hollowing percentage of voting ights in the company (tick only one):  The provided Hollowing percentage of voting ights in the company of voting ights i	
G	Ownership of right to appoint/remove directors  The individual holds, directly or indirectly, the right to appoint or remove a majority of the board of directors of the company	
S	<ul> <li>ignificant influence or control (Only tick if none of the above apply)</li> <li>The individual has the right to exercise, or actually exercises, significant influence or control over the company</li> </ul>	
	ature of control by a firm over which the individual has gnificant control •	
,		
T	the individual has the right to exercise or actually exercises significant influence or control over the activities of a firm that is not a legal person under its governing law, and:	● Tick each that apply.
T ir it tl	the individual has the right to exercise or actually exercises significant influence or control over the activities of a firm that is not a legal person under	<b>O</b> Tick each that apply.
T ir it tt C C tt	he individual has the right to exercise or actually exercises significant influence or control over the activities of a firm that is not a legal person under its governing law, and:  he members of that firm (in their capacity as such) hold, directly or indirectly, he following percentage of shares in the company (tick only one):  more than 25% but not more than 50% more than 50% but less than 75%	Tick each that apply.
ti t	he individual has the right to exercise or actually exercises significant influence or control over the activities of a firm that is not a legal person under its governing law, and:  he members of that firm (in their capacity as such) hold, directly or indirectly, the following percentage of shares in the company (tick only one):  more than 25% but not more than 50%  more than 50% but less than 75%  75% or more  the members of that firm (in their capacity as such) hold, directly or indirectly, the following percentage of voting rights in the company (tick only one):  more than 25% but not more than 50%  more than 50% but less than 75%	Tick each that apply.

Application to register a company

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# Nature of control by a trust over which the individual has

	individual has the right to exercise or actually exercises significant sence or control over the activities of a trust and:	• Tick each that apply.
	trustees of that trust (in their capacity as such) hold, directly or indirectly, following percentage of shares in the company (tick only one):	
П	more than 25% but not more than 50%	
	more than 50% but less than 75%	
	75% or more	
	trustees of that trust (in their capacity as such) hold, directly or indirectly,	
	following percentage of voting rights in the company (tick only one):	
	more than 25% but not more than 50%	
	more than 50% but less than 75%	
	75% or more	
	the trustees of that trust (in their capacity as such) hold the right, directly or indirectly, to appoint or remove a majority of the board of directors of the company	
	the trustees of that trust (in their capacity as such) have the right to exercise, or actually exercise, significant influence or control over the company	
		-

Application to register a company

#### **Individual PSC**

Н3	Individual's details				
	Use <b>sections H3-H9</b> as appropriate to tell us about individuals with significant control who are registrable persons and the nature of their control in relation to the company	● Country/State of residence This is in respect of the usual residential address as stated in section H6.			
Title*	Mr	Month and year of birth Please provide month and year only			
Full forename(s)	Matteo Imran				
Surname	Perretta				
Country/State of residence	UK				
Nationality	British				
Month/year of birth 🍳	X X 0 8 1 9 1 9 8 8				
H4	Individual's service address •				
	Please complete the individual's service address below. You must also complete the individual's usual residential address in <b>Section H6</b> .	• Service address  This is the address that will appear on the public record. This does not			
Building name/number	2 Warton House	on the public record. This does not have to be the individual's usual residential address.  If you provide the individual's			
Street	150 Stratford High Street				
		residential address here it will appear on the public record.			
Post town	London	,			
County/Region	London				
Postcode	E 1 5 2 N E				
Country	UK				
·					

Nature of control for an individual <sup>0</sup>	
Please indicate how the individual is a person with significant control over the company	Tick each that apply.
Ownership of shares  The individual holds, directly or indirectly, the following percentage of shares in the company (tick only one):  more than 25% but not more than 50% more than 50% but less than 75% 75% or more	
Ownership of voting rights  The individual holds, directly or indirectly, the following percentage of voting rights in the company (tick only one):  more than 25% but not more than 50% more than 50% but less than 75% 75% or more	
Ownership of right to appoint/remove directors  The individual holds, directly or indirectly, the right to appoint or remove a majority of the board of directors of the company	
Significant influence or control (Only tick if none of the above apply)  The individual has the right to exercise, or actually exercises, significant influence or control over the company	
Nature of control by a firm over which the individual has significant control •	
The individual has the right to exercise or actually exercises significant influence or control over the activities of a firm that is not a legal person under its governing law, and:	<b>●</b> Tick each that apply.
the members of that firm (in their capacity as such) hold, directly or indirectly, the following percentage of shares in the company (tick only one):	
more than 25% but not more than 50% more than 50% but less than 75% 75% or more	
the members of that firm (in their capacity as such) hold, directly or indirectly, the following percentage of voting rights in the company (tick only one):  more than 25% but not more than 50% more than 50% but less than 75%	
75% or more	
the members of that firm (in their capacity as such) hold the right, directly or indirectly, to appoint or remove a majority of the board of directors of the company	
the members of that firm (in their capacity as such) have the right to exercise, or actually exercise, significant influence or control over the	

Application to register a company

1	ш	
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# Nature of control by a trust over which the individual has significant control o

	lividual has the right to exercise or actually exercises significant ce or control over the activities of a trust and:	• Tick each that apply
	stees of that trust (in their capacity as such) hold, directly or indirectly, lowing percentage of shares in the company (tick only one):	
m m	ore than 25% but not more than 50%	
	ore than 50% but less than 75%	
75	5% or more	
	stees of that trust (in their capacity as such) hold, directly or indirectly, lowing percentage of voting rights in the company (tick only one):	
	ore than 25% but not more than 50%	
	ore than 50% but less than 75%	
_	5% or more	
U /:	570 of more	
or	ne trustees of that trust (in their capacity as such) hold the right, directly rindirectly, to appoint or remove a majority of the board of directors of ne company	
ex	ne trustees of that trust (in their capacity as such) have the right to kercise, or actually exercise, significant influence or control over the ompany	
	•	

Application to register a company

# Relevant legal entity (RLE)

i1	RLE details •	
Corporate or firm name		• Registered or principal office address This is the address that will appear
Building name/number		on the public record.
Street		
Post town		
County/Region		
Postcode		
Country		
12	Legal form and governing law	
- -	Please give details of the legal form of the RLE and the law by which it is governed. If applicable, please also give details of the register of companies in which it is entered (including the country/state) and its registration number in that register.	• Registration number  Where you have provided details of the register (including country/ state) where the RLE is registered,
Legal form		you must also provide its number in
Governing law		that register.
If applicable, register in which RLE is entered		
Country/State •		
Registration number •		
		,
	·	

	ture of control for the RLE <sup>©</sup>	
Ple	ease indicate how the RLE has significant control over the company	Tick each that apply
Ov	vnership of shares	
	e RLE holds, directly or indirectly, the following percentage of shares in the	1
l —	mpany (tick only one): more than 25% but not more than 50%	
	more than 50% but less than 75%	
	75% or more	
Ov	vnership of voting rights	
Th	e RLE holds, directly or indirectly, the following percentage of voting rights the company (tick only one):	
	more than 25% but not more than 50%	
	more than 50% but less than 75%	
	75% or more	
Ov	vnership of right to appoint/remove directors	
	The RLE holds the right, directly or indirectly, to appoint or remove a	
_	majority of the board of directors of the company	
Sig	nificant influence or control (only tick if none of the above apply)	
0		
	influence or control over the company	
	ture of control by a firm over which the RLE has	
sig	nificant control <sup>©</sup>	
The	RLE has the right to exercise or actually exercises significant influence control over the activities of a firm that is not a legal person under its verning law, and:	① Tick each that appl
The or go	e RLE has the right to exercise or actually exercises significant influence control over the activities of a firm that is not a legal person under its	• Tick each that apply
The or go	e RLE has the right to exercise or actually exercises significant influence control over the activities of a firm that is not a legal person under its verning law, and:  e members of that firm (in their capacity as such) hold, directly or indirectly,	• Tick each that apply
The or e gov	e RLE has the right to exercise or actually exercises significant influence control over the activities of a firm that is not a legal person under its verning law, and:  e members of that firm (in their capacity as such) hold, directly or indirectly, e following percentage of shares in the company (tick only one):	O Tick each that apply
The or e gov	e RLE has the right to exercise or actually exercises significant influence control over the activities of a firm that is not a legal person under its verning law, and:  e members of that firm (in their capacity as such) hold, directly or indirectly, a following percentage of shares in the company (tick only one):  more than 25% but not more than 50%	① Tick each that apply
The or ego the the	e RLE has the right to exercise or actually exercises significant influence control over the activities of a firm that is not a legal person under its verning law, and:  e members of that firm (in their capacity as such) hold, directly or indirectly, e following percentage of shares in the company (tick only one):  more than 25% but not more than 50%  more than 50% but less than 75%  75% or more e members of that firm (in their capacity as such) hold, directly or indirectly, e following percentage of voting rights in the company (tick only one):	① Tick each that apply
The or ego the the	e RLE has the right to exercise or actually exercises significant influence control over the activities of a firm that is not a legal person under its verning law, and:  e members of that firm (in their capacity as such) hold, directly or indirectly, following percentage of shares in the company (tick only one):  more than 25% but not more than 50%  more than 50% but less than 75%  75% or more  e members of that firm (in their capacity as such) hold, directly or indirectly, following percentage of voting rights in the company (tick only one):  more than 25% but not more than 50%	• Tick each that apply
The or good the the the the	e RLE has the right to exercise or actually exercises significant influence control over the activities of a firm that is not a legal person under its verning law, and:  e members of that firm (in their capacity as such) hold, directly or indirectly, e following percentage of shares in the company (tick only one):  more than 25% but not more than 50%  more than 50% but less than 75%  75% or more e members of that firm (in their capacity as such) hold, directly or indirectly, e following percentage of voting rights in the company (tick only one):	① Tick each that apply
The or e go	e RLE has the right to exercise or actually exercises significant influence control over the activities of a firm that is not a legal person under its verning law, and:  e members of that firm (in their capacity as such) hold, directly or indirectly, following percentage of shares in the company (tick only one):  more than 25% but not more than 50%  more than 50% but less than 75%  75% or more  e members of that firm (in their capacity as such) hold, directly or indirectly, following percentage of voting rights in the company (tick only one):  more than 25% but not more than 50%	O Tick each that apply
The or ego the the the the	e RLE has the right to exercise or actually exercises significant influence control over the activities of a firm that is not a legal person under its verning law, and:  e members of that firm (in their capacity as such) hold, directly or indirectly, following percentage of shares in the company (tick only one):  more than 25% but not more than 50%  more than 50% but less than 75%  75% or more  e members of that firm (in their capacity as such) hold, directly or indirectly, following percentage of voting rights in the company (tick only one):  more than 25% but not more than 50%  more than 25% but less than 75%  75% or more  the members of that firm (in their capacity as such) hold the right, directly	① Tick each that appl
The or good the the the the	e RLE has the right to exercise or actually exercises significant influence control over the activities of a firm that is not a legal person under its verning law, and:  e members of that firm (in their capacity as such) hold, directly or indirectly, following percentage of shares in the company (tick only one):  more than 25% but not more than 50%  more than 50% but less than 75%  75% or more  e members of that firm (in their capacity as such) hold, directly or indirectly, following percentage of voting rights in the company (tick only one):  more than 25% but not more than 50%  more than 50% but less than 75%  75% or more	• Tick each that apply
The or good the the the the	e RLE has the right to exercise or actually exercises significant influence control over the activities of a firm that is not a legal person under its verning law, and:  e members of that firm (in their capacity as such) hold, directly or indirectly, following percentage of shares in the company (tick only one):  more than 25% but not more than 50%  more than 50% but less than 75%  75% or more  e members of that firm (in their capacity as such) hold, directly or indirectly, following percentage of voting rights in the company (tick only one):  more than 25% but not more than 50%  more than 25% but not more than 50%  more than 50% but less than 75%  75% or more  the members of that firm (in their capacity as such) hold the right, directly or indirectly, to appoint or remove a majority of the board of directors of	① Tick each that apply

The	RLE has the right to exercise or actually exercises significant influence or trol over the activities of a trust and:	Tick each that apply
	• • • • • • • • • • • • • • • • • • • •	
	trustees of that trust (in their capacity as such) hold, directly or indirectly, following percentage of shares in the company (tick only one):	
	more than 25% but not more than 50%	
	more than 50% but less than 75%	
	75% or more	
	trustees of that trust (in their capacity as such) hold, directly or indirectly, following percentage of voting rights in the company (tick only one):	
	more than 25% but not more than 50%	
	more than 50% but less than 75%	
	75% or more	
	the trustees of that trust (in their capacity as such) hold the right, directly or indirectly, to appoint or remove a majority of the board of directors of the company	
	the trustees of that trust (in their capacity as such) have the right to exercise, or actually exercise, significant influence or control over the company	
	Company	
1		
		1

## Other registrable person (ORP)

Other registrable person (OKP)		
J1	ORP details	
	<ul> <li>An 'other registrable person' is:         <ul> <li>a corporation sole</li> </ul> </li> <li>a government or government department of a country or territory or a part of a country or territory</li> <li>an international organisation whose members include two or more countries or territories (or their governments)</li> <li>a local authority or local government body in the UK or elsewhere</li> </ul>	
Name of ORP		
J2	Principal office address •	
Building name/number		O Principal office address
Street		This is the address that will appear on the public record.
Post town		
County/Region		
Postcode		
Country		
J3	Legal form and governing law	
Legal form		
Governing law		

Nat	ture of control 💇	
	ase show how the ORP has significant control over the company	O Tick each that apply.
Ov	vnership of shares	
	The ORP holds, directly or indirectly, the following percentage of shares in the company (tick only one):	
	more than 25% but not more than 50%	
	more than 50% but less than 75%	
	75% or more	
Ow	vnership of voting rights	
	The ORP holds, directly or indirectly, the following percentage of voting rights in the company (tick only one):	
	more than 25% but not more than 50%	
	more than 50% but less than 75%	
	75% or more	
Ow	vnership of right to appoint/remove directors	
	The ORP holds, directly or indirectly, the right to appoint or remove a majority of the board of directors of the company	
Sig	inificant influence or control (Only tick if none of the above apply)  The ORP has the right to exercise, or actually exercises, significant influence	
	or control over the company.	
	ture of control by a firm over which the ORP has	
<b>sig</b> The	e ORP has the right to exercise or actually exercises significant influence control over the activities of a firm that is not a legal person under its	• Tick each that apply.
Sigi The or e gov	e ORP has the right to exercise or actually exercises significant influence control over the activities of a firm that is not a legal person under its verning law, and:	<b>⊕</b> Tick each that apply.
Sigi The or e gov the	e ORP has the right to exercise or actually exercises significant influence control over the activities of a firm that is not a legal person under its verning law, and:	● Tick each that apply.
Sign The or e gov the the	e ORP has the right to exercise or actually exercises significant influence control over the activities of a firm that is not a legal person under its verning law, and:  e members of that firm (in their capacity as such) hold, directly or indirectly, a following percentage of shares in the company (tick only one):	<b>⊕</b> Tick each that apply.
sigi The or o gov the the	e ORP has the right to exercise or actually exercises significant influence control over the activities of a firm that is not a legal person under its verning law, and:  e members of that firm (in their capacity as such) hold, directly or indirectly, a following percentage of shares in the company (tick only one):  more than 25% but not more than 50%	● Tick each that apply.
sigi The or o gov the the	e ORP has the right to exercise or actually exercises significant influence control over the activities of a firm that is not a legal person under its verning law, and:  e members of that firm (in their capacity as such) hold, directly or indirectly, following percentage of shares in the company (tick only one):  more than 25% but not more than 50%  more than 50% but less than 75%	<b>⊕</b> Tick each that apply.
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# Nature of control by a trust over which the ORP has

	ORP has the right to exercise or actually exercises significant influence or rol over the activities of a trust and:	Tick each that apply.
ne t ne f	crustees of that trust (in their capacity as such) hold, directly or indirectly, following percentage of shares in the company (tick only one):	
7	more than 25% but not more than 50%	
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<u></u>	75% or more	
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ie f	ollowing percentage of voting rights in the company (tick only one):	
]	more than 25% but not more than 50%	
]	more than 50% but less than 75%	
1	75% or more	
כ	the trustees of that trust (in their capacity as such) hold the right, directly or indirectly, to appoint or remove a majority of the board of directors of the company	
)	the trustees of that trust (in their capacity as such) have the right to exercise, or actually exercise, significant influence or control over the company	
	•	

	INO1 Application to register a company	
Part 6	Election to keep information on the public reg	ister (if applicable)
	The subscribers of a private company can agree to elect to keep certain information on the public register at Companies House, rather than keeping their own registers. Tick the appropriate box to show which information the subscribers are electing to keep on the public register. If the subscribers have not agreed to keep any of this information on the public register, go to Part 7 Consent to Act	
K1	Election to keep secretaries' register information on the public register	
	All subscribers elect to keep secretaries' register information on the public register	• only applies if the proposed company will have a secretary.
K2	Election to keep directors' register information on the public register	
	IMPORTANT: If the subscribers elect to keep this information on the public register, everyone who is an individual director while the election is in force will have their full date of birth available on the public record	If the subscribers don't make this election, only the month and year of birth will be available on the public record.
	All subscribers elect to keep directors' register information on the public register	
К3	Election to keep directors' usual residential address (URA) register information on the public register	
	If the subscribers elect to keep this information on the public register, the URA will <b>not</b> be publicly available  All subscribers elect to keep directors' URA register information on the public register.	
К4	Election to keep members' register information on the public register	
	IMPORTANT: If the subscribers elect to keep this information on the public register, everyone who is a member while the election is in place will have their name and address available on the public record  All subscribers elect to keep members' register information on the public register  The company will be a single member company (Tick if applicable).	
K5	Election to keep PSC register information on the public register	
	IMPORTANT:  If the subscribers elect to keep this information on the public register, everyone who is an individual PSC while the election is in force will have their full date of birth available on the public record   All subscribers elect to keep PSC register information on the public register  No objection was received by the subscribers from any eligible person within the notice period before making the election.	If the subscribers don't make this election, only the month and year of birth will be available on the public record.  Eligible person An eligible person is a person whose details would have to be entered in the company's PSC register

#### **IN01** Application to register a company Part 7 Consent to act Consent statement Please tick the box to confirm consent. The subscribers confirm that each of the persons named as a director or secretary has consented to act in that capacity. Part 8 Statement about individual PSC particulars Particulars of an individual PSC 0 Please tick the box to confirm. Only tick this if you have completed details of one or more individual The subscribers confirm that each person named in this application PSCs in sections H3-H9 as an individual PSC knows that their particulars are being supplied as part of this application. Statement of compliance Part 9 This section must be completed by all companies. Is the application by an agent on behalf of all the subscribers? Go to Section N1 (Statement of compliance delivered by the subscribers). → Yes Go to Section N2 (Statement of compliance delivered by an agent). Statement of compliance delivered by the subscribers • Please complete this section if the application is not delivered by an agent Statement of compliance delivered by the subscribers for the subscribers of the memorandum of association. Every subscriber to the I confirm that the requirements of the Companies Act 2006 as to registration memorandum of association must sign the statement of compliance. have been complied with. Continuation pages Signature Subscriber's signature Please use a 'Statement of X X compliance delivered by the subscribers' continuation page if more subscribers need to sign. Subscriber's signature X X Subscriber's signature X X Signature Subscriber's signature

X

X

N2	Statement of compliance delivered by an agent
	Please complete this section if this application is delivered by an agent for the subscribers to the memorandum of association.
Agent's name	SION WHELLENS
Building name/number	198
Street	OW FOLD ROAD
Past town	LONDON
County/Region	LONIDON
Postcode	EZ 9PT
Country	
	I confirm that the requirements of the Companies Act 2006 as to registration have been complied with.
Agent's signature	Signature X Sign WHarlul, X

## Presenter information

You do not have to give any contact information, but if you do it will help Companies House if there is a query on the form. The contact information you give will be visible to searchers of the public record.

Contact name	Sion Whellens
Company name	Principle six LLP
Address	198 Old Ford Road
Post town	London
County/Region	London
Postcode	E 2 9 P T
Country	UK
DX	
Telephone	07947 811455

#### ✓ Certificate

We will send your certificate to the presenters address (shown above) or if indicated to another address shown below:

- At the registered office address (Given in Section A7).
- ☐ At the agents address (Given in Section N2).

## ✓ Checklist

We may return forms completed incorrectly or with information missing.

# Please make sure you have remembered the following:

- You have checked that the proposed company name is available as well as the various rules that may affect your choice of name. More information can be found in guidance on our website.
- If the name of the company is the same as one already on the register as permitted by The Company LLP and Business (Names and Trading Disclosures) Regulations 2015, please attach consent.
- You have used the correct appointment sections.
- Any addresses given must be a physical location. They cannot be a PO Box number (unless part of a full service address), DX or LP (Legal Post in Scotland) number.
- ☑ The document has been signed, where indicated.
- ☑ All relevant attachments have been included.
- You have enclosed the Memorandum of Association.
- ☑ You have enclosed the correct fee.

#### Important information

Please note that all information on this form will appear on the public record, apart from information relating to usual residential addresses. Day of birth will only be shown on the public record if the subscribers have elected to keep PSC and/or directors' information on the public register.

#### **£** How to pay

#### A fee is payable on this form.

Make cheques or postal orders payable to 'Companies House'. For information on fees, go to: www.gov.uk/companieshouse

#### Where to send

You may return this form to any Companies House address, however for expediency we advise you to return it to the appropriate address below:

For companies registered in England and Wales:

The Registrar of Companies, Companies House, Crown Way, Cardiff, Wales, CF14 3UZ. DX 33050 Cardiff.

#### For companies registered in Scotland:

The Registrar of Companies, Companies House, Fourth floor, Edinburgh Quay 2, 139 Fountainbridge, Edinburgh, Scotland, EH3 9FF. DX ED235 Edinburgh 1 or LP - 4 Edinburgh 2 (Legal Post).

#### For companies registered in Northern Ireland:

The Registrar of Companies, Companies House, Second Floor, The Linenhall, 32-38 Linenhall Street, Belfast, Northern Ireland, BT2 8BG. DX 481 N.R. Belfast 1.

#### Section 243 or 790ZF exemption

If you are applying for, or have been granted a section 243 or 790ZF exemption, please post this whole form to the different postal address below:
The Registrar of Companies, PO Box 4082, Cardiff, CF14 3WE.

#### Further information

For further information, please see the guidance notes on the website at www.gov.uk/companieshouse or email enquiries@companieshouse.gov.uk

This form is available in an alternative format. Please visit the forms page on the website at www.gov.uk/companieshouse

## COMPANY NOT HAVING A SHARE CAPITAL

#### Memorandum of association of Not/no.w.here Ltd

Each subscriber to this memorandum of association wishes to form a company under the Companies Act 2006 and agrees to become a member of the company.

Name of each subscriber

Authentication by each subscriber

1. Full name

2. Full name

MATTER IMPAN PERRETTA

Taylor ne

Signature

Signature /

Dated: Day / Month / 2018

14 ....

#### Companies Act 2006

#### Private Company Limited by Guarantee

#### Not/no.w.here Ltd

#### Interpretations

1.

#### In these Articles:

- "Address" means a postal address or, for the purposes of electronic communication, a fax number, email address or telephone number for receiving text messages;
- "Articles" means the Company's articles of association;
- "The Board of Directors" or "Board" means all those persons appointed to perform the duties of directors of the Company;
- "Companies Acts" or "the Act" means the Companies Acts (as defined in section 2 of the Companies Act 2006) in so far as they apply to the company;
- "The Co-operative" means the above-named company;
- "Co-operative Principles" are the principles defined in the International Co-operative Alliance Statement of Co-operative Identity. The principles are those of voluntary and open membership, democratic member control, member economic participation, autonomy and independence, education, training and information, co-operation among co-operatives and concern for the community;
- "Director" means a director of the Co-operative and includes any person occupying the position of Director, by whatever name called;
- "Document" includes, unless otherwise stated, any document sent or supplied in electronic form;
- "Electronic means" has the meaning given in section 1168 of the Companies Act 2006;
- "Employee" means anyone over the age of 16 holding a contract of employment with the Cooperative to perform at least eight hours of work per week for the Co-operative;
- "Entrenched" has the meaning given by section 22 of the Companies Act 2006 and as detailed under the heading 'Resolutions' in these Articles;
- "Member" has the meaning given in section 112 of the Companies Act 2006 and as detailed under 'Membership' in these Articles;
- "Person" means, unless the context requires otherwise, a natural person, unincorporated body, firm, partnership, corporate body or a representative of an unincorporated body, firm, partnership or corporate body;
- "Regulations" has the meaning as detailed under 'Regulations' in these Articles;

"Secretary" means any person appointed to perform the duties of the Secretary of the Cooperative;

"Writing" means the representation or reproduction of words, symbols or other information in a visible form by any method or combination of methods, whether sent or supplied in electronic form or otherwise.

"User" means those Persons admitted into membership under these Articles that wish to use the services of the Co-operative and have agreed to pay any subscription or other sum due in respect of membership for the use of the Co-operative's services.

2.

Unless the context requires otherwise, other words or expressions contained in these Articles bear the same meaning as in the Companies Act 2006 as in force on the date when these Articles become binding on the Co-operative. Schedule 1 to the Companies (Model Articles) Regulations 2008 shall apply to the Co-operative, save where amended or replaced by these Articles. In the case of any variation or inconsistency between these Articles and the model articles, these Articles shall prevail.

#### **PURPOSE**

3.

The purpose of the Co-operative is to carry out its function as a co-operative and to abide by the internationally recognised co-operative values and Co-operative Principles as defined by the International Co-operative Alliance. This article is Entrenched in accordance with section 22 of the Act; any alteration to this article requires the approval of 100% of the Members.

#### **POWERS**

4.

To further its objects the Co-operative may do all such lawful things as may further the Co-operative's objects and, in particular, may borrow or raise funds for any purpose.

#### MEMBERS

5.

The first Members of the Co-operative will be the subscribers to the memorandum of association of the Co-operative.

6.

The Co-operative may admit to membership any individual, corporate body or nominee of an unincorporated body, firm, partnership or corporate body that wishes to use the services of the Co-operative and has paid or agreed to pay any subscription or other sum due in respect of membership or the use of the Co-operative's services.

7.

All Employees on taking up employment with the Co-operative may be admitted to Membership of the Co-operative, except that the Co-operative in a General Meeting may by a majority vote decide to exclude from membership:

- (a) Newly appointed Employees during such reasonable probationary period as may be specified in their terms and conditions of employment;
- (b) Employees working less than a prescribed number of hours per week (or per month); provided that any such criteria for exclusion are applied equally to all Employees.

8.

In accordance with the Co-operative Principle of voluntary and open membership, whilst the Co-operative shall undertake to encourage its Users and Employees to become Members, membership must be voluntary and as a result cannot be a condition of Employment.

#### **Applications for Membership**

9.

No natural person shall be admitted into membership of the Co-operative unless they have attained the age of 16. All those wishing to become a Member must support the aims of the Co-operative and applications for membership shall be in a form approved by the Directors and the Directors have approved each application.

10.

A corporate body which is a Member shall by resolution of its governing body appoint a representative who may during the continuance of her/his appointment be entitled to exercise all such rights and powers as the corporate body would exercise if it were an individual person. Each such corporate body Member shall supply notification in Writing to the Co-operative of its choice of representative.

#### **Member Commitment**

11.

All Members agree to attend general meetings and take an active interest in the operation and development of the Co-operative and its business. Members have a duty to respect the confidential nature of the business decisions of the Co-operative.

12.

In accordance with the Co-operative Principle of education, training and information, the Co-operative shall provide Members with information about what the role of a Member is within the Co-operative and will provide training in the skills required to be a Member and to participate in the operation of the Co-operative.

13.

The Co-operative shall provide ongoing education and training in co-operative values and Co-

operative Principles and associated topics. The Co-operative shall support its Members by ensuring that general meetings are accessible and encourage participation.

## **Termination of Membership**

14.

A Member shall cease to be a Member of the Co-operative immediately that they:

- (a) Cease to meet the Co-operative's criteria for membership; or
- (b) Fail in the opinion of the Board of Directors unreasonably to pay any fee or other monies due to the Co-operative; or
- (c) Resign in Writing as a Member of the Co-operative to the Secretary; or
- (d) Are expelled from membership in accordance with these Articles; or
- (e) Dies, or in the opinion of the Board are unable to carry out their duties, is wound up or goes into liquidation.

15.

The rights and privileges of a Member shall not be transferable or transmissible.

## Removal of a Member

16.

A Member may be expelled from membership by a resolution of the Co-operative stating that it is in the best interests of the Co-operative that their membership is terminated. A resolution to remove a Member from membership may only be passed if:

(a)

The Member has been given at least 21 days' notice in Writing of the general meeting at which the resolution to expel them will be proposed and the reasons why it is to be proposed; and

(b)

The Member or, at the option of the Member, an individual who is there to represent them (who need not be a Member of the Co-operative) has been allowed to make representations to the general meeting.

### **GENERAL MEETINGS**

17.

The Co-operative shall in each calendar year hold a general meeting of the Members as its annual general meeting and shall specify the meeting as such in the notices calling it. The first annual general meeting shall be held within 18 months of incorporation. Every annual general meeting except the first shall be held not more than 15 months after the previous annual general meeting.

18.

The business of an annual general meeting shall comprise, where appropriate:

- (a) Consideration of accounts and balance sheets;
- (b) Consideration of Directors' and Auditor's reports;
- (c) Elections to replace retiring Directors;
- (d) Appointment and remuneration of the auditor (or their equivalent).

19.

In accordance with the Co-operative Principle of democratic member control, the Co-operative shall ensure that, in addition to the annual general meeting, at least four other general meetings are held annually. The purpose of these meetings is to ensure that Members are given the opportunity to participate in the decision-making process of the Co-operative, review the business planning and management processes and to ensure the Co-operative manages itself in accordance with the co-operative values and Co-operative Principles.

## **Calling a General Meeting**

20.

The Board of Directors may convene a general meeting or, in accordance with the Companies Acts, 10% of the membership may, in Writing, require the Directors to call a general meeting.

## **Notices**

21.

The Directors shall call the annual general meeting giving 14 clear days' notice to all Members. All other general meetings shall be convened with at least 14 clear days' notice but may be held at shorter notice if so agreed in Writing by a majority of Members together holding not less than 90% of the total voting rights of the Co-operative.

22.

All notices shall specify the date, time and place of the meeting along with the general nature of business to be conducted and any proposed resolutions. The notice must also contain a statement setting out the right of each Member to appoint a proxy.

23.

The accidental omission to give notice of a meeting to or non-receipt of notice of a meeting by any person entitled to receive notice shall not invalidate proceedings at that meeting.

### **Proxies**

A Member who is absent from a general meeting may appoint any person to act as their proxy, provided that no person shall hold a proxy for more than five Members at any one time in any general meeting.

25.

Proxies may only validly be appointed by a notice in Writing which:

- (a) States the name and Address of the Member appointing the proxy;
- (b) Identifies the person appointed to be that Member's proxy and the general meeting in relation to which that person is appointed;
- (c) Is signed by or on behalf of the Member appointing the proxy, or is authenticated in such manner as the Directors may determine; and
- (d) Is delivered to the Co-operative in accordance with the Articles and any instructions contained in the notice of the general meeting to which they relate.

26.

The Co-operative may require proxy notices to be delivered in a particular form and may specify different forms for different purposes.

27.

Proxy notices may specify how the proxy appointed under them is to vote (or that the proxy is to abstain from voting) on one or more of the resolutions, otherwise the proxy notice shall be treated as allowing the person appointed the discretion as how to vote on any matter.

28.

A person who is entitled to attend, speak or vote (either on a show of hands or a poll) at a general meeting remains so entitled in respect of that meeting or any adjournment of the general meeting to which it relates.

29.

An appointment using a proxy notice may be revoked by delivering to the Co-operative a notice in Writing given by or on behalf of the person by whom or on whose behalf the proxy notice was given. A notice revoking a proxy appointment only takes effect if it is delivered before the start of the meeting or the adjourned meeting to which it relates.

30.

If a proxy notice is not signed by the person appointing the proxy, it must be accompanied by evidence in Writing that the person signing it has the authority to execute it on the appointor's behalf.

#### Quorum

No business shall be transacted at a general meeting unless a quorum of Members is present, either in person or represented by proxy. Unless amended by special resolution of the Cooperative, a quorum shall be ten Members or one-half of the Membership, whichever is the lesser.

### **Chairing General Meetings**

32.

Members shall appoint one of their number as the chairperson to facilitate general meetings. If s/he is absent or unwilling to act at the time any meeting proceeds to business then the Members present shall choose one of their number to be the chairperson for that meeting. The appointment of a chairperson shall be the first item of business at the general meeting.

## **Attendance and Speaking at General Meetings**

33.

A Member is able to exercise the right to speak at a general meeting and is deemed to be in attendance when that person is in a position to communicate to all those attending the meeting. The Directors may make whatever arrangements they consider appropriate to enable those attending a general meeting to exercise their rights to speak or vote at it including by Electronic Means. In determining attendance at a general meeting, it is immaterial whether any two or more Members attending are in the same place as each other.

34.

The chairperson of the meeting may permit other persons who are not Members of the Cooperative to attend and speak at general meetings, without granting any voting rights.

#### Adjournment

35.

If a quorum is not present within half an hour of the time the general meeting was due to commence, or if during a meeting a quorum ceases to be present, the chairperson must adjourn the meeting. If within half an hour of the time the adjourned meeting was due to commence a quorum is not present, the Members present shall constitute a quorum.

36.

The chairperson of a general meeting may adjourn the meeting whilst a quorum is present if:

(a)

The meeting consents to that adjournment; or

(b)

It appears to the chairperson that an adjournment is necessary to protect the safety of any persons attending the meeting or to ensure that the business of the meeting is conducted in an

orderly manner.

37.

The chairperson must adjourn the meeting if directed to do so by the meeting.

38.

When adjourning a meeting the chairperson must specify the date, time and place to which it will stand adjourned or that the meeting is to continue at a date, time and place to be fixed by the Directors.

39.

If the meeting is adjourned for 14 days or more, at least 7 clear days' notice of the adjourned meeting shall be given in the same manner as the notice of the original meeting.

40.

No business shall be transacted at an adjourned meeting other than business which could not properly have been transacted at the meeting if the adjournment had not taken place.

Voting

41.

In accordance with the Co-operative Principle of democratic member control, each Member shall have one vote on any question to be decided in general meeting. This article is Entrenched in accordance with section 22 of the Act; any alteration to this article requires the approval of 100% of the Members.

42.

A resolution put to the vote at a general meeting shall be decided on a show of hands unless a poll is duly demanded in accordance with these Articles.

43.

In the case of an equality of votes, whether on a show of hands or a poll, the chairperson shall not have a second or casting vote and the resolution shall be deemed to have been lost.

### **Poll Votes**

44.

A poll on a resolution may be demanded:

(a)

In advance of the general meeting where the matter is to be put to the vote; or

(b)

At a general meeting, either before a show of hands on that resolution or immediately after the

result of a show of hands on that resolution is declared.
45.
A poll may be demanded by:
(a) The chairperson of the meeting;
(b) The Directors;
(c) Two or more persons having the right to vote on a resolution.
46.
A demand for a poll may be withdrawn if the poll has not yet been taken and the chairperson consents to the withdrawal.
<b>4</b> 7.
Polls must be taken immediately and in such manner as the chairperson of the meeting directs, provided that each Member shall have only one vote.
Resolutions
48.
Decisions at general meetings shall be made by passing resolutions:
(a) Decisions involving an alteration to Articles that have been Entrenched in accordance with section 22 of the Act require the approval of 100% of the Members.
(b) The following decisions must be made by special resolution:
(i)
Decisions involving an alteration to the Articles of the Co-operative, except where an article is Entrenched as detailed above;
(ii)
Decisions to expel Members;
(iii)
Decisions to dispose assets of the Co-operative equivalent in value to one-third of the Co-operative's last published balance sheet, as detailed in these Articles;
(iv)
The decision to wind up the Co-operative;
(v)
Other decisions which are required so by statute.

(c)

All other decisions shall be made by ordinary resolution.

49.

A special resolution is one passed by a majority of not less than 75% of votes cast at a general meeting and an ordinary resolution is one passed by a simple majority (51%) of votes cast.

50.

Resolutions may be passed at general meetings or by written resolution.

51.

A written resolution passed by Members shall be effective if it has been passed in accordance with the requirements of the Act which includes sending a copy of the proposed resolution to every Member. Written resolutions may comprise several copies to which one or more Members have signified their agreement.

52.

A written resolution shall be deemed to have been passed if, within 28 days of the written resolution's circulation date:

(a)

Written approval has been received from at least 75% of the Members where the resolution is a special resolution;

(b)

Written approval has been received from at least 51% of the Members where the resolution is an ordinary resolution.

53.

In accordance with the Companies Acts, resolutions to remove a Director or Auditor (or their equivalent) of the Co-operative before the end of his/her period of office shall not be passed by written resolution.

#### **DIRECTORS**

54.

The Co-operative shall have a Board of Directors comprising not less than two Directors.

55.

The initial Board of Directors of the Co-operative from incorporation until the first annual general meeting shall be the subscribers to the memorandum of association and such others as they may determine in writing.

56.

Only Members of the Co-operative who are aged 16 years or more may serve on the Board of Directors.

57.

Subject to those Directors appointed for the purposes of incorporation, all Members of the Cooperative shall also be Directors. Upon becoming a Member of the Cooperative, a person shall be appointed to the Board of Directors. If a person ceases to hold office as a Director they will also cease to be a Member of the Cooperative.

## **Co-option of Directors**

58.

In addition the Board of Directors may co-opt up to two external independent Directors who need not be Members and are selected for their particular skills and/or experience. Such external independent Directors shall serve a fixed period determined by the Board of Directors at the time of the co-option, subject to a review at least every 12 months. External independent Directors may be removed from office at any time by a resolution of the Board of Directors.

# **Board Education and Training**

59.

In accordance with the Co-operative Principle of education, training and information, before accepting a position as Director an individual must agree to undertake training during their first year of office as deemed appropriate by the Co-operative. This training will include information on the roles and responsibilities of being a Director of a company which is also a co-operative.

### Powers and Duties of the Board of Directors

60.

The Directors are responsible for the management of the Co-operative's business and, subject to these Articles and directions given by special resolution, they may exercise all the powers of a company for this purpose. No such special resolution invalidates anything which the Directors have done before the passing of the special resolution.

61.

The Board of Directors shall have the power to determine policies and procedures associated with Membership including setting subscription levels.

62.

All decisions made by a meeting of the Board of Directors or by any person acting as a Director shall remain valid even if it is later discovered that there was some defect in the Director's appointment or that the individual had previously been disqualified from acting as a Director.

In accordance with the Co-operative Principles of democratic member control and member economic participation, the Board of Directors shall not be entitled to sell or otherwise dispose of assets (in a single transaction or series of transactions) equivalent in value to one-third or more of the total value of the last published balance sheet of the Co-operative without the approval of the Members by special resolution.

# Delegation

64.

Subject to these Articles, the Directors may delegate any of the powers which are conferred on them under these Articles to any person or committee consisting of

Members of the Co-operative, by such means, to such an extent, in relation to such matters and on such terms and conditions as they think fit.

65.

The Directors may specify that any such delegation may authorise further delegation of the powers by any person to whom they are delegated.

66.

The Directors may revoke any delegation in whole or in part or alter any terms and conditions.

## **Sub-Committees**

67.

A sub-committee to which the Directors delegate any of their powers must follow procedures which are based as far as they are applicable on those provisions of these Articles which govern the taking of decisions by Directors.

68.

The Directors may make Regulations for all or any sub-committees, provided that such Regulations are not inconsistent with these Articles.

69.

All acts and proceedings of any sub-committee must be fully and promptly reported to the Directors.

# PROCEEDINGS OF THE BOARD OF DIRECTORS

## Calling a Meeting of the Board of Directors

70.

Any Director may, and the Secretary on the requisition of a Director shall, call a meeting of the Board of Directors by giving reasonable notice of the meeting to all Directors. Notice of any meeting of the Board of Directors must indicate the date, time and place of the meeting and, if the

Directors participating in the meeting will not be in the same place, how they will communicate with each other.

## Proceedings of a Meeting of the Board of Directors

71.

The Board of Directors may meet together for the despatch of business, adjourn and otherwise regulate their meetings as they think fit.

72.

A Director is able to exercise the right to speak at a meeting of the Board of Directors and is deemed to be in attendance when that person is in a position to communicate to all those attending the meeting. The Directors may make whatever arrangements they consider appropriate to enable those attending a meeting of the Board of Directors to exercise their rights to speak or vote at it including by Electronic Means. In determining attendance at a meeting of the Board of Directors, it is immaterial whether any two or more Directors attending are in the same place as each other.

73.

Questions arising at any meetings shall be decided by a majority of votes. In the case of an equality of votes the status quo shall be maintained and the Board of Directors may choose to refer the matter to a general meeting of the Co-operative.

74.

A written resolution, circulated to all Directors and signed by a simple majority (51%) of Directors, shall be valid and effective as if it had been passed at a Board meeting duly convened and held. A written resolution may consist of several identical Documents signed by one or more Directors.

75.

The Board of Directors may, at its discretion, invite other persons to attend its meetings with or without speaking rights and without voting rights. Such attendees will not count toward the quorum.

76.

The Directors must ensure that the Co-operative keeps a record, in Writing, for at least 10 years from the date of the decision recorded, of every unanimous or majority decision taken by the Directors.

### Quorum

77. The quorum necessary for the transaction of business at a meeting of the Board of Directors shall be 50% of the Directors or 2, whichever is the greater.

78.

If at any time the total number of Directors in office is less than the quorum required, the Directors must not take any decisions other than to appoint further Directors or to call a general meeting so

as to enable the Members to appoint further Directors.

## Chairperson

79.

Directors shall appoint one of their number as the chairperson to facilitate meetings of the Board of Directors. If s/he is absent or unwilling to act at the time any meeting proceeds to business then the Directors present shall choose one of their number to be the chairperson for that meeting. The appointment of a chairperson shall be the first item of business at the meeting.

### **Declaration of Interest**

80.

Whenever a Director has a personal, financial or material interest, whether directly or indirectly, in a matter to be discussed at a meeting and whenever a Director has an interest in another unincorporated body, firm, partnership or corporate body whose interests are reasonably likely to conflict with those of the Co-operative in relation to a matter to be discussed at a meeting, notwithstanding matters relating to the terms of business of the Co-operative, s/he must;

(a)

Declare the nature and extent of the interest before the discussion begins on the matter;

(b)

Withdraw from that part of the meeting unless expressly invited by the chairperson of the meeting to remain;

(c)

Not be counted in the quorum for that part of the meeting;

(d)

Withdraw during the vote and have no vote on the matter.

81.

Subject to anything to the contrary in these Articles:

(a)

In accordance with (but subject to) the Companies Acts, the Board of Directors may give authorisation in respect of a situation in which a Director has, or could have, a direct or indirect interest that conflicts, or possibly may conflict, with the interests of the Co-operative; and

(b)

In authorising a situation the Board of Directors may decide, whether at the time of giving the authorisation or subsequently, that if the conflicted Director has obtained any information through her/his involvement in the situation otherwise that as a Director and in respect of which s/he owes a duty of confidentiality to another person, the Director is under no obligation to:

(i)

Disclose that information to the Co-operative; and/or

(ii)

Use that information for the benefit of the Co-operative; where to do so would amount to a breach of confidence.

## **Remuneration and Expenses**

82.

The Co-operative may pay any reasonable expenses which the Directors properly incur in connection with their attendance at meetings or otherwise in connection with the exercise of their powers and the discharge of their responsibilities in relation to the Co-operative.

## Termination of a Director's Appointment

83.

A person ceases to be a Director of the Co-operative as soon as:

(a)

That person ceases to be a Member of the Co-operative (unless they are a co-opted Director);

(b)

That person resigns from office in writing to the Secretary of the Co-operative, and such resignation has taken effect in accordance with its terms;

(c)

That person is removed from office by a resolution of the Co-operative in general meeting in accordance with these Articles and the Companies Acts;

(d)

That person is absent from 3 meetings of the Board of Directors during a continuous period of 12 months without special leave of absence granted by the Board of Directors and the Directors pass a resolution that s/he has by reason of such absence been vacated office;

(e)

Where the person is the representative of a Member organisation, the Member organisation removes their endorsement of that representative;

(f)

Where the person is the representative of a Member organisation that Member organisation ceases to exist;

(g)

That person ceases to be a Director by virtue of any provision of the Companies Acts or is prohibited from being a Director by law;

(h)

A bankruptcy order is made against that person;

(i)

A registered medical practitioner who is treating that person gives a written opinion to the Cooperative stating that the person has become physically or mentally incapable of acting as a Director and may remain so for more than three months;

(j)

By reason of that person's mental health, a court makes an order which wholly or partly prevents that person from personally exercising any powers or rights which that person would otherwise have.

#### Removal of a Director

84.

A Director may be expelled from office by a resolution of the Co-operative stating that it is in the best interests of the Co-operative that her/his office is terminated. A resolution to remove a Director from office may only be passed if:

(a)

The Director has been given at least 21 days' notice in Writing of the general meeting at which the resolution to remove them from office will be proposed and the reasons why it is to be proposed; and

(b)

The Director or, at the option of the Director, the Director's representative (who need not be a Member of the Co-operative) has been allowed to make representations to the general meeting.

#### **SECRETARY**

85.

The Board of Directors shall appoint a Secretary of the Co-operative for such term and at such remuneration and upon such conditions as they think fit. Any Secretary so appointed may also be removed by them.

86.

A provision of the Companies Acts or these Articles requiring or authorising a thing to be done by or to a Director and the Secretary shall not be satisfied by its being done by or to the same person acting in both capacities.

## **REGULATIONS**

87.

The Co-operative in a general meeting or the Board of Directors may from time to time make, adopt and amend such Regulations in the form of bye-laws, standing orders, secondary rules or otherwise as they think fit for the management, conduct and regulation of the affairs of the Co-operative and the proceedings and powers of the Board of Directors and sub-committees. No regulation shall be made which is inconsistent with these Articles or the Companies Acts. All members of the Co-operative and the Board of Directors shall be bound by such Regulations whether or not they have received a copy of them.

### LIABILITY OF MEMBERS

88.

The liability of Members is limited to £1. Every Member of the Co-operative undertakes to contribute to the assets of the Co-operative in the event of it being wound up while s/he/it is a Member or within one year of her/him/it ceasing to be a Member. The contribution shall be for payment of the debts and liabilities of the Co-operative contracted while s/he/it was a Member and of the costs, charges or expenses of winding up and for the adjustments of the rights of the contributories amongst themselves. Each Member's contribution shall not exceed £1.

#### **APPLICATION OF SURPLUS**

89.

The surplus of the Co-operative shall be applied in the following ways, in such proportions and in such manner as the general meeting shall decide from time to time:

(a)

To create a general reserve for the continuation and development of the Co-operative;

(b)

In accordance with the Co-operative Principle of concern for community, to make payment for social, co-operative and community purposes.

# DISSOLUTION

90.

The Co-operative is a common ownership enterprise. In the event of the winding up or dissolution of the Co-operative the liquidator shall first, according to law, use the assets of the Co-operative to satisfy its debts and liabilities. Any balance of assets remaining may not be distributed among the Members but shall be transferred to some other common ownership co-operative(s) or to Co-operatives UK (or any body that succeeds to its function). If such residual assets cannot be distributed in this manner they shall be transferred to some other organisation(s) whose purpose is to promote and support the Co-operative Movement and common ownership enterprises. This article is Entrenched in accordance with section 22 of the Act; any alteration to this article requires the approval of 100% of the Members.

### **ADMINISTRATIVE ARRANGEMENTS**

## **Means of Communication**

91.

A Member may provide their consent to receive communications from the Co-operative by Electronic Means.

92.

Subject to these Articles, anything sent or supplied by or to the Co-operative under the Articles may be sent or supplied in any way in which the Companies Acts provides. Any notice or Document to be sent or supplied to a Director in connection with the taking of decisions by Directors may also be sent or supplied by the means by which that Director has asked to be sent or supplied with such notices or Documents for the time being. A Director may agree with the Co-operative that notices or Documents sent to her/him in a particular way are to be deemed to have been received within a specified time or their being sent, and for the specified time to be less than 48 hours.

#### Seal

93.

If the Co-operative has a seal, it shall only be used by the authority of the Board of Directors acting on behalf of the Co-operative. Every instrument to which the seal shall be attached shall be signed by a Director and countersigned by a second Director, the Secretary, or a Member of the Co-operative appointed by the Board of Directors for the purpose.

## Registers

94.

The Board of Directors shall ensure accurate registers are maintained which shall include a register of Members, a register of Directors and such other registers as required by the Acts.

# **Register of Members**

95.

The Co-operative shall maintain a register of Members which records their/its name, address (in the case of a corporate body the registered office address), and the dates on which s/he/it became a Member and ceased to be a Member. A Member shall notify the Secretary of the Co-operative within seven days of any change to her/his/its name or address.

96.

An entry on the register relating to a former Member of the Co-operative may be removed from the register after the expiration of 10 years from the date on which s/he/it ceased to be a Member.

## **Register of Directors**

97.
The Co-operative shall maintain a register of Directors which shall include the following particulars:
(a)
Name of the Director and any former names used by her/him for business purposes;
(b)
Service address;
(c)
Country of residence;
(d)
Nationality;
(e)
Business occupation, if any;
(f)
Date of birth.
98.
The register of Directors shall be open for inspection to any Member of the Co-operative without charge and to any other person on payment of such fee as may be prescribed.
99.
The Co-operative shall also maintain a register of Director's residential addresses which is not available for inspection.
Minutes
100.
The Co-operative shall ensure that minutes are kept of all:
(a)
Proceedings at meetings of the Co-operative; and
(b)

Proceedings at meetings of the Board of Directors and its sub-committees which include names

of the Directors present, decisions made and the reasons for those decisions.

#### **Accounts**

101.

The Board of Directors shall cause proper accounts to be kept and circulated in accordance with the Companies Acts with respect to:

(a)

All sums of money received and expended by the Co-operative and the matters in which the receipt and expenditure takes place;

(b)

All sales and purchases of goods by the Co-operative;

(c)

The assets and liabilities of the Co-operative.

102.

Proper accounts shall be deemed to have been kept if they give a true and fair record of the state of the Co-operative's affairs and explain its transactions.

103.

The accounts shall be kept at the registered office of the Co-operative or, subject to the Acts, at such other place or places as the Board of Directors thinks fit, and shall always be open to the inspection of all Members and other persons authorised by the Co-operative in a general meeting.

104.

The Board of Directors shall prepare and present to the Members such regular financial reports, results and cash flow predictions showing the current financial position of the Co-operative as the Members in a general meeting shall require to be laid before them.

## **Audit**

105.

The Co-operative may decide if it meets the qualifying criteria to apply the small company audit exemptions. If not, at least once in every year the accounts of the Co-operative shall be examined and the correctness of the income and expenditure account and balance sheet ascertained by one or more properly qualified auditors (or their equivalents).

106.

Auditors (or their equivalents) shall be appointed and their duties regulated in accordance with the Companies Acts.

## **Borrowing from Members**

107.

In accordance with the Co-operative Principle of member economic participation the interest paid by the Co-operative on money borrowed from Members shall not exceed such rate as is necessary to attract and retain the capital required to further the Co-operative's purpose.

## Social Accounting and Reporting

108.

In addition to any financial accounts required by the Companies Acts, the Members may resolve to undertake an account of the activities of the Co-operative which will endeavour to measure its co-operative, social and environmental performance using whatever methodology the Members deem appropriate. Following the completion of such an account the Co-operative shall report any findings to its Members and other stakeholders.

## **Indemnity and Insurance**

109.

Subject to the following article, any Director or former Director of the Co-operative may be indemnified out of the Co-operative's assets against:

(a)

Any liability incurred by that Director in connection with any negligence, default, breach of duty or breach of trust in relation to the Co-operative;

(b)

Any liability incurred by that Director in connection with the activities of the Co-operative in its capacity as a trustee of an occupational pension scheme (as per the Act);

(c)

Any other liability incurred by that Director as an officer of the Co-operative.

110.

The above article does not authorise any indemnity which would be prohibited or rendered void by any provision of the Companies Acts or any other provision of law.

111.

The Directors may decide to purchase and maintain insurance, at the expense of the Cooperative, for the benefit of any Director or former Director of the Co-operative in respect of any loss or liability which has been or may be incurred by such a Director in connection with their duties or powers in relation to the Co-operative or any pension fund or employees' share scheme of the Co-operative.