

**<<Na** **ITED**

**MINUTES of [REDACTED] the Company**

on < [REDACTED] n/pm

Present:

&lt;&lt;Name&gt;&gt;

&lt;&lt;Name&gt;&gt;

In attendance:

&lt;&lt;Name&gt;&gt;

&lt;&lt;Name&gt;&gt;

1. The Chairman announced that the notice of the General Meeting had been duly given [and consent to the Meeting had been received from all the members of the Company and vote at the Meeting].
2. The Chairman announced that the business of the Meeting was in order.
3. It was unanimously agreed that the business of the Meeting should be taken as read.
4. The Chairman proposed that the resolution of the Company, namely that the said notice as a special resolution of the Company's registered name. The resolution was seconded. The Chairman put the resolution to the meeting, took the vote on the resolution and declared the resolution [had been carried as a special resolution and so a poll was held at which the resolution was carried].
5. There being no further business, the Chairman adjourned the Meeting.

Chairman