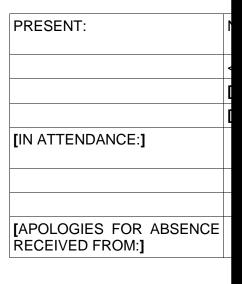
(Company nu

[Minutes of a meeting of the bo <<Company Name>>Limited (th



[1. CHAIR]

<<Time>>.

It was resolved that << Name>> v took the chair of the meeting.]

[2. NOTICE AND QUORUM]

The chair reported that sufficien quorum was present. The chair de

[3. DECLARATIONS OF INTERES

[Each director present at the mee have any direct or indirect interes at the meeting which they were r 2006 and the Company's articles

4. BUSINESS [OF THE MEETING

The [chair]OR[sole director]noted premiumaccount is permissible pu should be carried out in the same Companies Act 2006. This must be

TED tration No.>>)

esolutions of thesole director] of <<Location>> on <<Date>> at



r of the Company and <<Name>>

had been duly given and that a vas open.

ry]OR[confirmed that they did not ements that were to be considered ection 177 of the Companies Act

ECTOR1

llation of the share of the Companies Act 2006 and duction pursuant to 641 of the olution and supported by a

any only has one director because



¹Paragraphs 1 to 3 and paragraph 9 a there will not be a meeting.

solvency statement. The [chair]OR was to propose to the shareholder Company be EITHER[reduced by amount by which the share premit to <<name(s) of shareholders>>]C account so cancelled be [credited]

5. DOCUMENTS PRODUCED TO

The following documents were pro

- (a) Draft Solvency Stateme
- (b) Draft [written]special re Resolution") which stat

That the share premiur £<<amount>> from £< share premium accour <<name(s) of sharehol premium account so ca shareholders>>].

6. RESOLUTIONS

After consideration of the matters WAS RESOLVED to prepare the Sesolution and propose it to every meeting **OR**[approve the draft Wrimember of the Company and the Company and

7. ADJOURNMENT

- (a) [The meeting was] **OR** meeting of the compan Resolution could be se
- (b) [The meeting was reco noted after the events i been passed in genera

8. FILING

The [chair]OR[sole director]instruction the following to be filed at Compar

- (a) Solvency Statement;
- (b) Statement of Capital (F
- (c) Statement by Directors
- (d) Copy of the [Written]Re
- (e) Fee of [£10 for a stand

at the business of the meeting e share premiumaccount of the mount>>to £<<amount>>and the be [credited to a reserve] [repaid ount of the share premium <name(s) of shareholders>>1.

of the Company ("[Written]

hy be **EITHER**[reduced by ht>> and the amount by which the ted to a reserve] [repaid to d the amount of the share reserve] [repaid to <<name(s) of

(1) of the Companies Act 2006, IT **EITHER**[approve the draft ompany in general the latter to every eligible ther with the Solvency Statement].

ned so that **EITHER**[a general Resolution passed]**OR**[the Written er of the Company and passed].

ported]OR[The sole director nat EITHER[the Resolution had Resolution had been passed].

tary]OR<<Name>> to arrange for of the passing of the Resolution:

mpanies Act 2006:

same day service].

[9. CLOSE

There was no further business and

.....

[Chair]OR[Director]

ared that the meeting was closed.]