

Date: 24th February 2023

Oakleaf Facilities Limited SIBA

TRUSTEE RESOLUTION for Appointment and Removal of Administrator

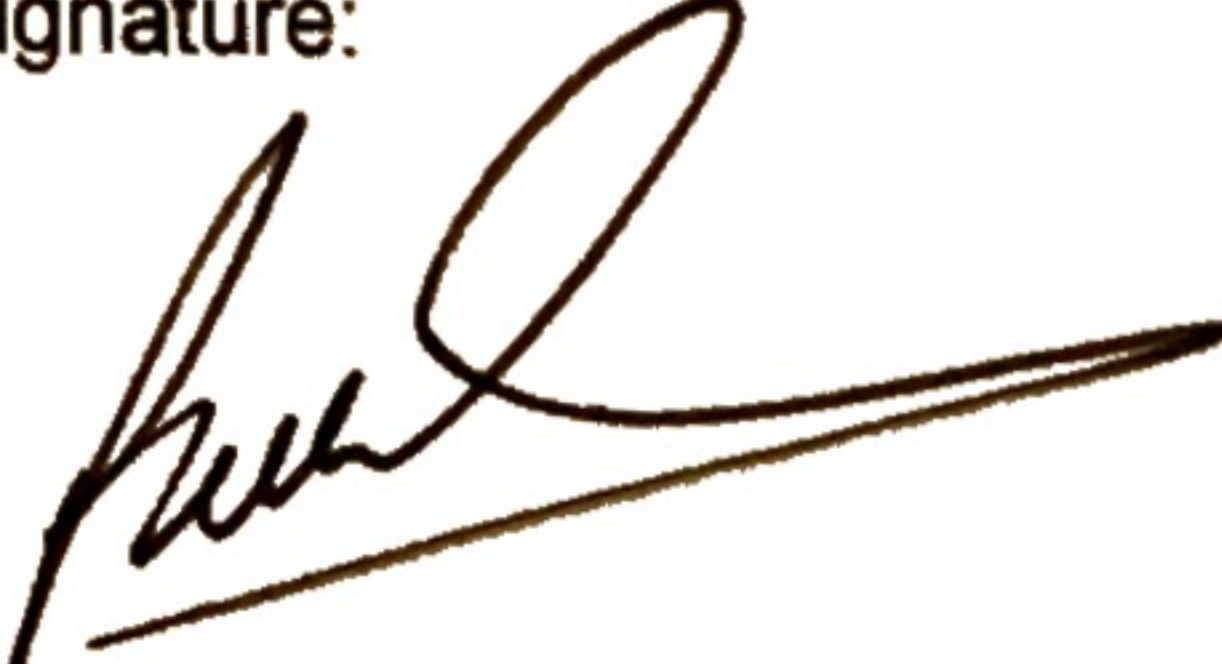
Whereby the Trustees of **Oakleaf Facilities Limited SIBA** (the "**Scheme**"), which is a retirement benefits scheme currently governed by a Deed of Amendment Adopting Replacement Provisions dated 14th October 2024 and all subsequent amending deeds and documentation (the "**Existing Provisions**"), is desirous to replace entirely the Scheme Administrator, it is resolved that:

- 1) The Trustees under the power vested in them by the Existing Provisions and in accordance with Finance Act 2004, hereby appoint **Janie Gale Rowthorn** of 2 Perkins Close, Burton Latimer, Kettering, NN15 5ZE to act as the Registered Administrator for the Scheme (the "**Incoming Scheme Administrator**"), replacing entirely **Oakleaf Facilities (UK) Ltd** (company number 06155005), whose registered office is situated at Peat House, 1 Waterloo Way, Leicester, England, LE1 6LP (the "**Outgoing Scheme Administrator**") following its dissolution, with the continuous effect on and from the date of this resolution.
- 2) The Incoming Scheme Administrator is satisfied, and is authorised to declare, that:
 - The Scheme meets all the criteria to continue to be a registered pension scheme under Finance Act 2004 and in particular, reaffirm that the Scheme was established and continues to be run for the purpose of providing benefits in respect of persons listed at section 150 Finance Act 2004.
 - The instruments or agreements by which this pension scheme is constituted do not directly or indirectly entitle any person to unauthorised payments. In addition, the way in which the pension scheme is to be administered will not knowingly entitle any person to unauthorised payments.
 - There are no reasonable grounds for which they would not be deemed a fit and proper person to act as the Registered Administrator for the Scheme.
 - They understand that as the administrators for the Scheme they are responsible for discharging the functions conferred or imposed on the scheme administrator of the pension scheme by Finance Act 2004, and that they intend to discharge those functions at all times, whether resident in the United Kingdom or another EU member state or non-member EEA state. They understand that they may be liable to a penalty and the pension scheme may be de-registered if they fail properly to discharge those functions. They understand that they may be liable to a penalty and the pension scheme may be de-registered if a false statement is made on this application, or in any information they provide in connection with this application, and that false statements may also lead to prosecution.
- 3) The Incoming Scheme Administrator is authorised to make such necessary declarations and provide ongoing reporting requirements in order to maintain the tax integrity of the Scheme.
- 4) The provisions of this resolution should have a continuous effect from the date of this resolution

Signed: **Janie Gale Rowthorn**

Signature: 

Signed: **Paul Groom**

Signature: 

Signed: **Jane Groom**

Signature: 