**To be put on company letterheaded paper**

Julie Comley

Southern Way

Rye Common

Odiham

Hook

RG29 1HU

Date:

Dear Julia,

We, acting as Registered Scheme Administrator and on behalf of the Scheme Trustees have agreed to make a cash payment of £377,546 as settlement in respect of the uncrystallised pension rights arising in respect of the late Richard Comley.

Having regard to the resources of the Scheme, the Trustees propose to settle this payment in the form of an in-specie payment represented by part transfer of Southern Way, Rye Common, Odiham, Hook, RG29 1HU and land on the south side thereof held by the trustees jointly known as “the freehold”.

This freehold is presently held by the trustees and does not give rise to an assessment under Sections 174A, 185A to 185I, 273ZA and Schedule 29A Finance Act 2004.

The Trustees wish to appoint Fenwick Solicitors of 34 Lipson Road Plymouth Devon PL4 8PW UK to act for the conveyance relating to the transfer of part freehold for both parties, given the connected persons rules.

Would you please advise if this is acceptable.

Yours faithfully

**C. G. Comley & Sons Limited**

Registered Administrator

Julie Comley

Southern Way

Rye Common

Odiham

Hook

RG29 1HU

The Registered Administrator

C. G. Comley & Sons Limited

Southern Way

Rye Common

Odiham

Hook

RG29 1HU

Date:

Dear Sirs,

I have noted that the Adminstrator has agreed to make a cash payment to me of £377,546 as settlement in respect of the uncrystallised pension rights arising in respect of the late Richard Comley.

This letter should be accepted as confirmation that I have recorded this payment as a debt due to the me in accordance with an agreement postmarked.

Having regard to the requirements of the Scheme, I accept settlement of this debt in the form of an in-specie payment represented by a part transfer of Southern Way, Rye Common, Odiham, Hook, RG29 1HU and land on the south side thereof.

I have noted that this payment represents full and final settlement of the debt due and that the asset does not constitute taxable property for the purposes Sections 174A, 185A to 185I, 273ZA and Schedule 29A Finance Act 2004. Further, I confirm that I accept that I will be liable to stamp duty land tax on the transfer.

I consent to Fenwick Solicitors of 34 Lipson Road Plymouth Devon PL4 8PW UK to file the changes relating to the change title interest at the Land Registry and any other matter related.

Yours faithfully

**Julie Comley**

**To be put on company letterheaded paper**

Julie Comley

Southern Way

Rye Common

Odiham

Hook

RG29 1HU

Date:

Dear Sirs,

Following the part transfer of freehold title in respect of Southern Way, Rye Common, Odiham, Hook, RG29 1HU and land on the south side thereof it is noted that the settlement of the transfer represents full and final settlement of the debt due to you under an Agreement postmarked.

Yours faithfully

**C. G. Comley & Sons Limited**

Registered Administrator

Trustees Resolution

**Rye Common Pension Scheme**

PARTIES:

Toby Comley

Julia Comley

Date:

At: Southern Way, Rye Common, Odiham, Hook, Hampshire, RG29 1HU

It was noted that:

1. The Trustees wish to transfer part freehold title in respect of Southern Way, Rye Common, Odiham, Hook, RG29 1HU and land on the south side thereof is made in accordance with pension scheme adminstration requirements.
2. The beneficiary of the transfer, being Julia Comley is also a Trustee in her own right of the Scheme.
3. For the avoidance of error in respect of the parties pursuant to the transfer,the trustees wish to delegate certain powers to the sponsoring employer and one of themselves.
4. Rule 5.3 of the Scheme Rules states that the Trustees may delegate or authorise sub-delegation of any of their duties, powers and discretions to any one or more of themselves or any Participating Employer or such other person or persons or body as the Trustees may from time to time determine and the Trustees are not liable for any loss arising as a consequence.

In accordance with 5.3 the Trustees RESOLVE THAT:

1. The Participating Employer alone is granted the power to enter into documents necessary to effect the transfer of assets from the Trust.
2. Toby Comley alone is granted power to enter into documents necessary to effect the transfer of assets from the Trust alone.
3. The meaning of the assets in this context shall only be in respect of part freehold title in respect of Southern Way, Rye Common, Odiham, Hook, RG29 1HU and land on the south side thereof.
4. Pension Practitioner .Com Limited is authorised to provide such assistance to the Trustees and Participating Employer as is reasonably necessary to ensure that the transfer of the assets is made in accordance with HMRC requirements.

Signed: Signed:

Julia Comley Toby Comley

**Trustee Trustee**