



WBR
SSAS

Dunscar House
Deakins Business Park
Egerton
Bolton BL7 9RP

Esther Salmon
Retirement Capital
Venture Wales Building - Office 12
Pentrebach
Merthyr Tydfil
WALES
CF48 4DR

16 November 2023

Our Ref: 03/4459/RE1/AMT
Direct Dial: 01722 563 146
Email: ssasteam@wbrgroup.co.uk

Dear Esther

C A Investments SSAS

Further to your email of the 13 November, please find attached the Quilter Deed to Retire and Appoint Trustees duly signed by Rowanmoor Trustees Limited.

I also enclose our latest signatory list.

Please can you confirm to WBR Group when the Quilter asset has been re-registered.

Yours sincerely

Alistair Thomas
Executive

Enc.

Using the editable fields?

To ensure your information is saved correctly, we recommend you save the form to your desktop before you start completing the required fields.



Deed to retire and appoint trustees

With this form you can:

- retire (with consent) up to two trustees from an existing trust; or
- appoint up to two trustees to an existing trust; or
- retire (with consent) and appoint up to two trustees to an existing trust.

Following any retirement and appointment there should be **at least two trustees** (or a corporate trustee) appointed.

Please note:

- **Before you date and submit this deed, the account(s) to which it relates must already be in force.**
- This draft document is provided strictly as a **draft** for consideration by the Settlor's/Trustees' legal advisers.
Quilter accepts no responsibility for any loss of whatsoever nature occasioned by the adoption unamended or otherwise of this draft trust document.
- Any advice given on completion of this deed is accordingly given on the basis that, having discussed the trust terms with legal advisers, the draft trust put forward for consideration is adopted duly completed but otherwise unamended.
- All references to Quilter in this Deed mean, Quilter Investment Platform Limited or Quilter Life & Pensions Limited.

► **Guidance notes only** - they do not form any part of the Deed.

Please use BLOCK CAPITALS only and blue or black ink. For dates please use the format dd/mm/yyyy. If any sections are incomplete, we will return the form for completion.

1 – Definitions

In this Deed, unless the context otherwise provides, the masculine shall include the feminine and the singular the plural and vice versa. The following expressions shall have the meanings stated below:

Account	the bond/account issued by Quilter, as detailed in section 2
Acceptance Date	the 'acceptance date' or 'start date' stated in our correspondence for new plans
Additional Trustee	the person(s) identified in section 4d)
Appointer	the person(s) identified in section 4a), with the power to appoint additional trustees and whose details can usually be found in the Trust Deed
Continuing Trustees	the Current Trustees of the Trust less any Retiring Trustees identified in section 4c) plus any Additional Trustees identified in section 4d)
Current Trustees	the persons who are Trustees of the Trust at the date of this Deed as identified in section 4b)
Retiring Trustees	the person(s) identified in section 4c)
The Trust	the Declaration of Trust made in respect of the Account(s) on the date shown in section 3
Trust Fund	the property held by the Current Trustees.



2 – Account details

Account number

Bond ID (CIB only)

A C 2 5 4 8 5 4 7 - 0 0 2 3

A C - 3

A C - 3

► Please provide the account number for the Collective Investment Account (CIA) or the account number and Bond ID for the Collective Investment Bond (CIB) (as applicable); these unique references allocated to the trust reflect their ownership of the Account.

The Bond ID is the collective name for individual policies which make up the contract represented by a unique Bond ID number, eg 300012345.

3 – Trust date

Insert the date of the original Declaration of Trust

1 1 0 6 2 0 2 0

4 – Parties

a) Appointers

i) **First appointer** (if applicable)

Full name

N/A

ii) **Second appointer** (if applicable)

Full name

N/A

► Insert the full name of the **Appointer** if any, including middle name. Do not use initials.

The **Appointer** will be the Settlor, unless they are also a Protector, in which case the Protector will be the Appointer. If there is a Settlor or Protector, a Continuing Trustee(s) can appoint new trustees. Leave the appointer boxes blank.

Designated Account (CIA only) No appointment required, move to 4

b) Current Trustee(s)

i) **First Current Trustee**

Full name

ROWANMOOR TRUSTEES LTD

Full address

46-50 CASTLE STREET
SALISBURY

Postcode SP1 3TS

Date of birth

Company registration number (if applicable)

01846413

ii) **Second Current Trustee** (if applicable)

Full name

MARK TURNER

Full address

► Insert the full name of the **Current Trustee** (including middle names). Do not use initials.

Where an **Appointer** if any is also a **Current Trustee** their details should be repeated.

Only complete section 4d) where trustees are appointed to the trust. If no trustees are being appointed, go to section 5)

d) Additional Trustees being appointed by this Deed

i) First additional trustee (if applicable)

Full name

RC TRUSTEES LIMITED

Full address

1A PARK LANE, POYNTON

STOCKPORT

CHESHIRE

Postcode

SK12 1RD

Date of birth

Company registration number (if applicable)

13042237

ii) Second additional trustee (if applicable)

Full name

N/A

Full address

Postcode

Date of birth

Company registration number (if applicable)

► Insert the full name of the **Additional Trustee(s)** if any, including middle names. Do not use initials.

► If you wish to appoint more than two **Additional Trustees** you must fully complete a further deed.

5 – Declaration and signatures

The parties of this draft Deed declare as follows:

Where section 4c has been completed

1. The Retiring Trustee(s) wishes to be discharged from the trust.
2. The Appointer(s) or, where no Appointer(s), the Current Trustees consent to the discharge of the Retiring Trustee.

Where section 4d has been completed

3. The Appointer(s) or, where no Appointer(s), the Current Trustees:

- a) confirm they have the power under the Trust and the Trustee Act 1925 to appoint Additional Trustees
- b) hereby appoint the Additional Trustee(s) to be a Trustee for all the purposes of the Trust with effect from the date of this Deed to act jointly with the Current Trustees.

4. The Additional Trustee(s), if any, accepts the appointment.

In all circumstances

5. The Current Trustees:

- a) assign and convey the Trust Fund (as defined in the Trust) including the Account to the **Continuing Trustees** as Trustee(s) of the **Trust**.

Executed as a Deed on

► For the executed date, insert the date on which you complete this deed. If signed by the parties on different dates, it should be the date of the final signature.

Before you sign and date this deed, the Account(s) to which it relates must already be in force.

Where you are appointing Additional Trustees to a trust for a new Account, for the appointment to be valid, this deed must be signed and dated on or after the Trust Date.

iii) **Third Current Trustee** (if applicable)

Full name

N/A

Full address

Postcode

Date of birth

Company registration number (if applicable)

vi) **Fourth Current Trustee** (if applicable)

Full name

N/A

Full address

Postcode

Date of birth

Company registration number (if applicable)

Only complete section 4c) where trustees are retiring from the trust. If no trustees are retiring, go to section 4d)

c) **Retiring Trustee(s)**

i) **First Retiring Trustee** (if applicable)

Full name

ROWANMOOR TRUSTEES LTD

Full address

46-50 CASTLE STREET
SALISBURY

Postcode SP1 3TS

Date of birth

Company registration number (if applicable)

01846413

ii) **Second Retiring Trustee** (if applicable)

Full name

N/A

Full address

Postcode

Date of birth

Company registration number (if applicable)

► Insert the full name of the Retiring Trustee (including middle name). Do not use initials.

Name of first Appointer (if any)

N/A

In the presence of: Name of witness

Signature of witness

X

Signature

X

Address of witness

Name of second Appointer (if any)

N/A

In the presence of: Name of witness

Signature of witness

X

Signature

X

Address of witness

Name of first Current Trustee

ROWANMOOR TRUSTEES LTD

In the presence of: Name of witness

ALISTAIR THOMAS

Signature of witness

X

Signature

X

Address of witness

C.O. DUNSCAR HOUSE
DEAKINS BUSINESS PARK,
EGERTON, BLT 9RP

Name of second Current Trustee (if any)

MARK TURNER

In the presence of: Name of witness

Signature of witness

X

Signature

X

Address of witness

Name of third Current Trustee (if any)

N/A

In the presence of: Name of witness

Signature of witness

X

Signature

X

Address of witness

Name of fourth Current Trustee (if any)

N/A

In the presence of: Name of witness

Signature of witness

X

Signature

X

Address of witness

► The witness:


- must be at least 18 years old
- must not be a Settlor, Beneficiary or Trustee of the Trust
- must give their full name, including middle names (not initials).



The same person can witness all signatures, in which case we only need the witness's address to be completed once.

Name of first retiring trustee (if any)
 ROWANMOOR TRUSTEES LTD

In the presence of: Name of witness
Alistair Thomas

Signature of witness

X 

Signature  

Address of witness
C.O. DUNCLAR House
DEAKINS BUSINESS PARK
EGERTON, BLT 9RP

Name of second retiring trustee (if any)

N/A

In the presence of: Name of witness

Signature
X
Address of witness

Address of witness

Sign
X

Name of first Additional Trustee (if any)
RC TRUSTEES LIMITED

In the presence of: Name of witness

Signature
X
Address of witness

Address of witness

Sign

Name of second Additional Trustee (if any)
N/A

In the presence of: Name of witness

Signature
X
Address of witness

Address of witness

Signature _____

For Quilter to comply with anti-money laundering legislation, it will be necessary to see proof of the identity and address of the Appointers, all Trustees and any Protector, if not already provided.

Please be aware that calls and electronic communications may be recorded for monitoring, regulatory and training purposes and records are available for at least five years.

Quilter is the trading name of Quilter Investment Platform Limited which provides an Individual Savings Account (ISA), Junior ISA (JISA) and Collective Investment Account (CIA) and Quilter Life & Pensions Limited which provides a Collective Retirement Account (CRA) and Collective Investment Bond (CIB).

Quilter Investment Platform Limited and Quilter Life & Pensions Limited are registered in England and Wales under numbers 1680071 and 4163431 respectively.

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ROWANMOOR TRUSTEES LIMITED
Registered Number 01846413

AUTHORISED SIGNATORIES

**Meeting of Board Directors held at Rowanmoor House, Salisbury
on 6 March 2023**

Present: Paul Downing (Chair)
Debra Nevill
Tim Smith
Naomi Johnson
Alison Bolton

IT WAS RESOLVED that with immediate effect the persons listed on page 2 be authorised to sign the following in relation to any Small Self Administered Scheme (SSAS) or any Funded Unapproved Retirement Benefit Scheme (FURBS) to which the Company acts as a Trustee:

- Against the common seal of the Company;
- Any document relating to any matter or investment;
- Client Bank Accounts held at The Royal Bank of Scotland plc where the Company is sole signatory;
- Client Bank Accounts held at Metro Bank plc where the Company is sole signatory;
- Client Bank Accounts held at Cater Allen Private Bank where the Company is sole signatory;
- Company Bank Accounts as follows:

The Royal Bank of Scotland plc

Pension Payroll	(account number 10231841, sort code 16-31-12)
SSAS PRAS	(account number 10251028, sort code 16-31-12)
Global Mandate	(account number 10195977, sort code 16-31-12)

Authorised Signatories

A Signatories

Susan Evelyn Leeson
Caroline Jean Devaney
Mark Christopher Plewes
James Matthew Quigley
Annette Flavell

B Signatories

Paul Downing
Debra Lyn Nevill
David Oliver Downie
Lydia Alice Hunt
James Richard Hodges
Naomi Leah Johnson
Katie Victoria Ross
Tanya Louise Gibbs
Daniel John Thomas
Alan John Finch
Iain Calder
Timothy Adrian Smith
Alison Mary Bolton
Masum Patel
Catherine Margaret Hulme
Rachel Louise Egan

All documents and bank or investment instructions to be executed in accordance with the following rules:-

1. Documentation relating directly to a transaction of a value up to £150,000 shall require any two Authorised Signatories.
2. Documentation relating directly to a transaction of a value between £150,000 and £500,000 shall require two Authorised Signatories of which one must be a B Signatory.
3. Documentation relating directly to a transaction of a value between £500,000 and £2.5 million shall require two B Signatories.
4. Documentation relating directly to a transaction of a value that is greater than £2.5 million shall require the signature of one Director of the Company and one B Signatory. In the event a Director of the Company is not available to sign documentation, then two B Signatories shall be required.


Chairman
6 March 2020

ROWANMOOR TRUSTEES LIMITED
Registered Number 01846413

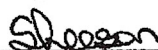
AUTHORISED SIGNATORIES

SPECIMEN SIGNATURES


Authorised Signatories of Rowanmoor Trustees Limited who may sign where the Company acts as a Trustee to any Small Self Administered Scheme (SSAS) and Funded Unapproved Retirement Benefit Scheme (FURBS).


- Against the common seal of the Company;
- Any document relating to any matter or investment of any Small Self Administered Scheme (SSAS) or any Funded Unapproved Retirement Benefit Scheme (FURBS) to which the Company acts as a Trustee; Client Bank Accounts held at The Royal Bank of Scotland plc where the Company is sole signatory; Client Bank Accounts held at Metro Bank plc where the Company is sole signatory; Client Bank Accounts held at Cater Allen Private Bank where the Company is sole signatory and specified Company Bank accounts held with The Royal Bank of Scotland and Metro Bank plc.

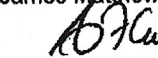
A Signatories


Susan Evelyn Leeson


Caroline Jean Devaney


Mark Christopher Plewes



James Matthew Quigley


Annette Flavell

B Signatories



Paul Downing



Debra Lyn Nevill


David Oliver Downie

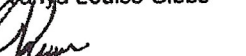

Lydia Alice Hunt


James Richard Hodges


Naomi Leah Johnson


Katie Victoria Ross

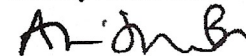

Tanya Louise Gibbs


Daniel John Thomas

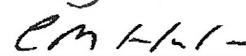

Alan John Finch


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Rachel Louise Egan