

Whitehall Group 8-10 Bolton Street, Ramsbottom, BLO 9HX 📞 03302 232 300 💲 whitehallgroup.co.uk 🗧 enquiries@whitehallgroup.co.uk

Retirement Capital Office 12 Venture Wales Building Pentrebach Merthyr Tydfil **CF48 4DR**

24th May 2024

Dear Sirs,

Bridgewater FS Directors Pension Scheme

I enclose a letter of appointment signed by the Trustees of the above pension scheme confirming that we have been asked to take over as Administrators of this scheme. Our Trustee company, Whitehall Trustees Limited will be appointed as Professional Trustee.

Please let us know whether there is any professional or other reason why we should not accept this

Please also let us have the following copy documentation and information which we require to

- 1. A copy of the establishing trust deed.
- 2. A copy of the current governing Trust Deed.
- 3. A copy of all other scheme deeds.
- 4. The scheme establishment date.
- 5. A copy of all bank statements from the last Pension Scheme Return date.
- 6. Has the PSR as at 05.04.2024 been submitted to HMRC?
- 7. Has the scheme been migrated to Managing Pension Schemes?
- 8. A copy of the most recent Expression of Wishes form(s) for the member(s)
- 9. Details of the latest fund split you hold on file, and any asset earmarking agreements if relevant.
- 10. Contribution and transfer history for each member.
- 11. In respect of any loan, a copy of the loan agreement, legal charge and valuation of the security and the following information for Pension Scheme Returns:
 - a. If the borrower is an individual, their National Insurance number.
 - b. The value of scheme assets on the date of the loan.
 - c. Total arrears on the loan.
 - d. Repayments since the last reporting period split between capital and interest.
- 12. In respect of any property held, a copy of the lease(s), most recent valuation, property insurance certificate and latest energy performance certificate
- 13. Details of the pension scheme's VAT registration if applicable
- 14. The purchase price and purchase date for the property and whether the property was acquired

whitehall f5he Details of any pension protection for the members and copy certificate(s)

Whitehall Ebu Details Refunde the ryout area a waser anyone more bas striggered the MPAA hall Trustees Limited, a company registered in England and Wales (Registered number 07625294), Whitehall Corporate Limited, a company registered in England and Wales (Registered number 07759590), Whitehall Group SIPP Limited, a company registered in England and Wales (Registered number 13577749) and Whitehall SIPP Trustees Limited, a company registered in England and Wales (Registered number 13587700). All companies have their registered office at 8-10 Bolton Street, Ramsbottom, BLO 9HX.

- 17. Details of whether any member holds a transitional tax-free amount certificate and a copy.
- 18. Full details of the retirement benefits paid from the pension scheme:
 - Fund value crystallised
 - Date of crystallisation
 - Type of crystallisation event
 - Tax free PCLS taken, or tax-free element of a UFPLS
 - Pension date
 - Lump Sum Allowance used
 - Lump Sum & Death Benefit Allowance used
 - Percentage of LTA used
 - In respect of capped drawdown funds, max GAD pension and next review date
 - Annual pension already paid for the current payment year
 - Frequency of pension payments
 - Member's tax code
 - Your (the scheme's) PAYE reference
 - Same information for each tranche if in phased retirement
- If phased drawdown, the split of the fund between crystallised (including pre & post 6 april 2024 split) and uncrystallised
- Details of Flexi-Access Drawdown if applicable
- 19. The HMRC Registered Scheme number
- 20. Details of the scheme's Information Commissioner reference
- 21. Details of the Pensions Regulator scheme number
- 22. The scheme's Legal Entity Identifier (LEI) and LEI renewal date

If you are registered as Scheme Administrator, would you please associate us on HMRC Online. Our Scheme Administrator ID is A0112834. If not, would you please confirm who is the registered Scheme

If you have any questions, please contact me.

I look forward to hearing from you.

Yours faithfully

Vanessa Peters

Whitehall Group (UK) Limited vanessa.peters@whitehallgroup.co.uk



Suite 7, Chester House, 79 Dane Road, Sale, Cheshire, M33 7BP Tel: 0161 637 2191 Website: www.bridgewaterfs.co.uk

Data Processing Centre Retirement.Capital Venture Wales Building Merthyr Tydfil Industrial Business Park Merthyr Tydfil Wales **CF48 4DR**

22 May 2024

Dear Sirs,

Bridgewater FS Directors Pension Scheme

We have appointed Whitehall Group (UK) Limited as Scheme Administrator of the above pension scheme. Whitehall Trustees Limited have also been appointed as Professional Trustee.

This letter consents and authorises you to provide them with any information or documentation including personal data they may require to the following address:

Whitehall Group (UK) Limited 8-10 Bolton Street Ramsbottom BLO 9HX

Please arrange to appoint Whitehall Trustees Limited as Scheme Administrator on HMRC Online. Their Scheme Administrator ID is A0112834.

Many thanks,

Yours faithfully,

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Christopher G M Wicks BA (Hons) Chartered Financial Planner

Director

Bridgewater Financial Services Limited

Mobile/Whatsapp:

0777 181 2522

Email:

chris@bridgewaterfs.co.uk



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Signing Requirements for Whitehall Trustees Limited

At a meeting of the Directors of Whitehall Trustees Limited ("the Company") held on the date below, it was resolved that where two signatures are required on legal documentation, two Directors will sign, or one Director may sign in the presence of a witness. Any one Director or Authorised Signatory may sign on bank mandates for pension funds where the Company is appointed a Trustee. Any one Director or Authorised Signatory may sign on investment applications and instructions for pension funds where the

The full list of authorised signatories is as follows:

Name and Position	Signature
Jane Elizabeth Davies	
Director	puer Jes
Richard Thomas Mattison	
Director	The the
James Latchford	1.0,
Director	
	J. LATCHFOOLD
Vanessa Peters	
Director	
	1120
Andrew Martin Peter Gichero	
Director	
delen White	A
Authorised Signatory	Sotialities
mma Louise Taylor	
Authorised Signatory	
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oel Wild	
uthorised Signatory	A superior and a supe
January	J
mma Louise Taylor uthorised Signatory el Wild uthorised Signatory	Motintitie

Whitehall is the trading name of:

Whitehall Group (UK) Limited, a company registered in England and Wales (Registered number 07625300), Whitehall Trustees Limited, a company registered in England and Wales (Registered number 07625294), Whitehall Corporate Limited, a company registered in England and Wales (Registered number 07759590), Whitehall Group SIPP Limited, a company registered in England and Wales (Registered number 13577749) and Whitehall SIPP Trustees Limited, a company registered in England and Wales (Registered number 13587700). All companies have their registered office at 8-10 Bolton Street, Ramsbottom, BLO 9HX.

Whitehall Group SIPP Limited is authorised and regulated by the Financial Conduct Authority (FCA) firm reference number 978183.



SSAS Deed of Change of Trustee

- Where the power to change Trustees is with the Principal Company.
- This Deed should be signed on behalf of the Principal Company and by all continuing Member Trustees and the New Professional Trustee. Signatures must be witnessed.

Bridgewater FS Directors Pension Scheme

Note: Insert scheme name.

("the Scheme");

THIS DEED OF CHANGE OF TRUSTEE is made on

24/05/2024

Note: Whitehall to insert date.

PARTIES

(1) Bridgewater Financial Services Ltd

Company Registered Number

Suite 7 Chester House, 79 Dane Road, of Sale Cheshire, M33 7BP

05712136

Note: Insert the name and registered office address of the Principal Company.

("the Principal Company");

(2) Christopher Wicks

14 Selsey Avenue Sale Cheshire M33 4RL

Note: Insert name and residential address of each continuing Member Trustee.

of

of

of

IN WITNESS OF WHICH this document is executed as a deed and is delivered on the date stated above.

EXECUTED as a DEED for and on

behalf of

Bridgewater Financial

Signature

Services Ltd

Note: Please insert the name of the Principal Company.

Note: Director to sign.

By Christopher Wicks

Director

Note: Please insert name of

Note: Witness to complete

signing Director

and sign

In the presence of

Witness Name

JJ WICKS

Address

14 Selson Av Sale M35 4RL.

Occupation

Administrator

Signature

EXECUTED as a DEED for and on Whitehall Trustees Limited behalf of

Signature

Director

Note: Please insert name of

Note: Director to sign.

Note: To be completed by

signing Director

Whitehall.

In the presence of

Witness Name

Address

Whitehall Group (UK) Limited

Occupation

Signature

8-10 Bolton Street Ramsbolton BL0 9HX

Note: Witness to complete and sign

EXECUTED as a DEED by

Print Name

Signature

Member Trustee

In the presence of

Witness Name

Address

Occupation

Signature

Note: Please insert the name of the Member Trustee and sign in the shaded box.

Note: Witness to complete and sign

EXECUTED as a DEED by

Print Name

Signature

Member Trustee

In the presence of

Witness Name

Address

Occupation

Signature

Note: Please insert the name of the Member Trustee and sign in the shaded box.

Note: Witness to complete and sign