

Company No: 11104924

THE COMPANIES ACT 2006 ("the Act") COMPANY LIMITED BY SHARES WRITTEN

RESOLUTION

of

Freshfield IT Ltd ("the Company")

The following resolution was duly passed as a special resolution on 1st August 2019 by way of written resolution under Chapter 2 of Part 13 of the Companies Act 2006

SPECIAL RESOLUTION

THAT with effect from the passing of this resolution new articles of association in the form annexed to this written resolution (and for the purpose of identification initialed by each of us) be approved and adopted as the articles of association of the Company in substitution for and to the exclusion of the existing articles of association (and to the exclusion of any previous resolution of the Company in relation to rights attached to shares in the capital of the Company, including but not limited to Resolution A of ordinary resolutions passed by the Company on) .

AGREEMENT

Signature



Name

Mr D Curtayne

Date

1/8/2019



WEDNESDAY

A12 *A8CTZPX6*
28/08/2019 #152
COMPANIES HOUSE

1st August 2019

ORDINARY RESOLUTIONS

A Shares shall confer no further rights to participate in the profits or the assets of the Company apart from those set out above

Resolution B:**Authority to Allot**

THAT, in accordance with the Companies Act 2006 Section 551, the directors are specifically authorised for a period of ninety (90) days from the date of the adoption of this resolution to exercise all the powers of the Company to allot shares in the Company, but the maximum aggregate nominal amount of A Shares of £1 each which may be allotted in accordance with this authority shall be £1. This authority shall replace any previous authority or authorities given under the Companies Act 2006 Section 551 (or under the Companies Act 1985 Section 80), which are revoked by this resolution

SPECIAL RESOLUTIONS**Resolution C:****Removal of restriction on authorised capital**

THAT, in accordance with paragraph 42 (2) (b) of Schedule 2 of the Companies Act 2006 (Commencement No 8, Transitional Provisions and Savings) Order 2008, the restriction on the authorised share capital of the Company set out in Regulation 5 of the memorandum of association of the Company, which by virtue of section 28 of the Companies Act 2006 is treated as a provision of the Company's articles of association, is hereby revoked and deleted

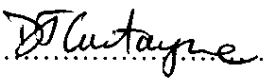
Resolution D:**Disapplication of pre-emption rights**

THAT

- (i) in accordance with section 571 of the Companies Act 2006 (CA 2006), the pre-emption provisions set out in Regulation 5 (1) shall not apply to the allotment of 1 new A Share in the Company of £1 each having the rights and restrictions set out in Resolution A above provided the said shares are allotted within the period of ninety (90) days from the date of the adoption of Resolution B above, and
- (ii) in accordance with section 569 of the Companies Act 2006 (CA 2006), the directors of the Company be empowered to allot 1 new A Share in the Company of £1 each having the rights and restrictions set out in Resolution A above as if section 561 of the CA 2006 did not apply to any such allotment

These powers shall expire ninety (90) days from the date of the passing of this resolution

Signed by :

Mr D Curtayne..........
Director

Date 1/8/2019

Company No: 11104924



THE COMPANIES ACT 2006

PRIVATE COMPANY LIMITED BY SHARES ARTICLES OF ASSOCIATION

of

Freshfield IT Ltd

(Adopted by special resolution passed on 1st August 2019)

CONTENTS

CLAUSE

1. Interpretation
2. Unanimous decisions
3. Calling a directors' meeting.
4. Quorum for directors' meetings
5. Casting vote.
6. Transactions or other arrangements with the company
7. Directors' conflicts of interest
8. Records of decisions to be kept
9. Number of directors
10. Appointment of director
11. Share capital
12. Poll votes
13. Proxies
14. Means of communication to be used
15. Indemnity
16. Insurance

INTRODUCTION

1. INTERPRETATION

- 1.1 The following definitions and rules of interpretation apply in these Articles:

Act: means the Companies Act 2006.

Articles: means the company's articles of association for the time being in force.

Business Day: means any day other than a Saturday, Sunday or public holiday in England on which banks in London are open for business.

Conflict: has the meaning given in article 7.1.

Controlling Interest: an interest in shares giving to the holder or holders control of the Company within the meaning of section 1124 of the Corporation Tax Act 2010.

Eligible director: means a director who would be entitled to vote on the matter at a meeting of directors (but excluding any director whose vote is not to be counted in respect of the particular matter)

Model Articles: means the model articles for private companies limited by shares contained in Schedule 1 of the Companies (Model Articles) Regulations 2008 (SI 2008/3229) as amended prior to the date of adoption of these Articles.

- 1.2 Save as otherwise specifically provided in these Articles, words and expressions which have particular meanings in the Model Articles shall have the same meanings in these Articles, subject to which and unless the context otherwise requires, words and expressions which have particular meanings in the Act shall have the same meanings in these Articles.
- 1.3 Headings in these Articles are used for convenience only and shall not affect the construction or interpretation of these Articles.
- 1.4 A reference in these Articles to an "article" is a reference to the relevant article of these Articles unless expressly provided otherwise.
- 1.5 Unless expressly provided otherwise, a reference to a statute or statutory provision is a reference to it as amended, extended or re-enacted from time to time.
- 1.6 A reference to a statute or statutory provision shall include all subordinate legislation made from time to time under that statute or statutory provision.

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- 1.7 Any words following the terms **Including, include, in particular, for example** or any similar expression shall be construed as illustrative and shall not limit the sense of the words, description, definition, phrase or term preceding those terms.
- 1.8 Where the context permits, **other** and **otherwise** are illustrative and shall not limit the sense of the words preceding them.
- 1.9 The Model Articles shall apply to the company, except in so far as they are modified or excluded by, or are inconsistent with, these Articles. For the avoidance of doubt, with effect from the date of adoption of these Articles, Table A in the Schedule to the Companies (Tables A to F) Regulations 1985 shall cease to apply to the Company.
- 1.10 Articles 8, 9(1), 11(2) and (3), 13, 14(1), (2), (3) and (4), 17(2), 44(2) and 49, 52 and 53 of the Model Articles shall not apply to the company.
- 1.11 Article 7 of the Model Articles shall be amended by:
- a. the insertion of the words "for the time being" at the end of article 7(2)(a); and
 - b. the insertion in article 7(2) of the words "(for so long as he remains the sole director)" after the words "and the director may".
- 1.12 Article 27(3) of the Model Articles shall be amended by the insertion of the words", subject to article 10," after the word "But".
- 1.13 Article 29 of the Model Articles shall be amended by the insertion of the words ", or the name of any person(s) named as the transferee(s) in an instrument of transfer executed under article 28(2) of the Model Articles," after the words "the transmittee's name".
- 1.14 Articles 31(1)(a) to (c) (inclusive) of the Model Articles shall be amended by the deletion, in each case, of the words "either" and "or as the directors may otherwise decide". Article 31(d) of the Model Articles shall be amended by the deletion of the words "either" and "or by such other means as the directors decide"

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DIRECTORS

2. UNANIMOUS DECISIONS

- 2.1 A decision of the directors is taken in accordance with this article when all eligible directors indicate to each other by any means that they share a common view on a matter.
- 2.2 Such a decision may take the form of a resolution in writing, where each eligible director has signed one or more copies of it, or to which each eligible director has otherwise indicated agreement in writing.
- 2.3 A decision may not be taken in accordance with this article if the eligible directors would not have formed a quorum at such a meeting.

3. CALLING A DIRECTORS' MEETING

- 3.1 Any director may call a directors' meeting by giving 3 Business Days' notice of the meeting (or such lesser notice as all the directors may agree) to the directors or by authorising the company secretary (if any) to give such notice.

4. QUORUM FOR DIRECTORS' MEETINGS

- 4.1 Subject to article 4.2, the quorum for the transaction of business at a meeting of directors is any two eligible directors.
- 4.2 If the shareholders have resolved that for the time being only one director shall hold office, that director shall constitute a quorum on his or her own.

5. CASTING VOTE

If the numbers of votes for and against a proposal at a meeting of directors are equal, the chairman or other director chairing the meeting shall not have a casting vote.

6. TRANSACTIONS OR OTHER ARRANGEMENTS WITH THE COMPANY

Subject to sections 177(5) and 177(6) and sections 182(5) and 182(6) of the Act and provided he has declared the nature and extent of his interest in accordance with the requirements of the Companies Acts, a director who is in any way, whether directly or indirectly, interested in an existing or proposed transaction or arrangement with the company:

- a. may be a party to, or otherwise interested in, any transaction or arrangement with the

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- company or in which the company is otherwise (directly or indirectly) interested;
- b. shall be an eligible director for the purposes of any proposed decision of the directors (or committee of directors) in respect of such existing or proposed transaction or arrangement in which he is interested;
 - c. shall be entitled to vote at a meeting of directors (or of a committee of the directors) or participate in any unanimous decision, in respect of such existing or proposed transaction or arrangement in which he is interested
 - d. may act by himself or his firm in a professional capacity for the company (otherwise than as auditor) and he or his firm shall be entitled to remuneration for professional services as if he were not a director
 - e. may be a director or other officer of, or employed by, or a party to a transaction or arrangement with, or otherwise interested in, any body corporate in which the company is otherwise (directly or indirectly) interested; and
 - f. shall not, save as he may otherwise agree, be accountable to the company for any benefit which he (or a person connected with him (as defined in section 252 of the Act)) derives from any such transaction or arrangement or from any such office or employment or from any interest in any such body corporate and no such transaction or arrangement shall be liable to be avoided on the grounds of any such interest or benefit nor shall the receipt of any such remuneration or other benefit constitute a breach of his duty under section 176 of the Act

7. DIRECTORS' CONFLICTS OF INTEREST

- 7.1 The directors may, in accordance with the requirements set out in this article, authorise any matter or situation proposed to them by any director which would, if not authorised, involve a director (an **Interested Director**) breaching his duty under section 175 of the Act to avoid conflicts of interest (**Conflict**).
- 7.2 Except where article 4.2 applies, any authorisation under this article 7 will be effective only if:
- a. the matter in question shall have been proposed by any director for consideration in the same way that any other matter may be proposed to the directors under the provisions of these Articles or in such other manner as the directors may determine;
 - b. any requirement as to the quorum for consideration of the relevant matter is met without counting the Interested Director or any other interested director; and
 - c. the matter was agreed to without the Interested Director voting or would have been agreed to if the Interested Director's and any other interested director's vote had not been

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counted.

- 7.3 Any authorisation of a Conflict under this Article 7 may (whether at the time of giving the authorisation or subsequently):
- a. extend to any actual or potential conflict of interest which may reasonably be expected to arise out of the matter or situation so authorised;
 - b. provide that the Interested Director be excluded from the receipt of documents and information and the participation in discussions (whether at meetings of the directors or otherwise) related to the Conflict;
 - c. provide that the Interested Director shall or shall not be an eligible director in respect of any future decision of the directors in relation to any resolution related to the Conflict;
 - d. impose upon the Interested Director such other terms for the purposes of dealing with the Conflict as the directors think fit;
 - e. provide that, where the Interested Director obtains, or has obtained (through his involvement in the Conflict and otherwise than through his position as a director of the company) information that is confidential to a third party, he will not be obliged to disclose that information to the company, or to use it in relation to the company's affairs where to do so would amount to a breach of that confidence; and
 - f. permit the Interested Director to absent himself from the discussion of matters relating to the Conflict at any meeting of the directors and be excused from reviewing papers prepared by, or for, the directors to the extent they relate to such matters.
- 7.4 Where the directors authorise a Conflict, the Interested Director will be obliged to conduct himself in accordance with any terms and conditions imposed by the directors in relation to the Conflict.
- 7.5 The directors may revoke or vary such authorisation at any time, but this will not affect anything done by the Interested Director, prior to such revocation or variation, in accordance with the terms of such authorisation.
- 7.6 A director is not required, by reason of being a director or (or because of the fiduciary relationship established by reason of being a director), to account to the company for any remuneration, profit or other benefit which *he derives* from or in connection with a relationship involving a Conflict which has been authorised by the directors or by the company in general meeting (subject in each case to any terms, limits or conditions attaching to that authorisation) and no contract shall be liable to be avoided on such grounds.

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8. RECORDS OF MOTIONS TO BE KEPT

Where decisions of the directors are taken by electronic means, such decisions shall be recorded by the directors in permanent form, so that they may be read with the naked eye.

9. NUMBER OF DIRECTORS

Unless otherwise determined by ordinary resolution, the number of directors (other than alternate directors) shall not be subject to any maximum but shall not be less than two.

10. APPOINTMENT OF DIRECTORS

In any case where, as a result of death or bankruptcy, the company has no shareholders and no directors, the transmittee(s) of the last shareholder to have died or to have a bankruptcy order made against him (as the case may be) have the right, by notice in writing, to appoint a natural person (including a transmittee who is a natural person), who is willing to act and is permitted to do so, to be a director.

SHARES

11. SHARE CAPITAL

11.1 The share capital of the Company shall be divided into ordinary shares and A ordinary shares all of £1 each.

11.2 Rights as to income: dividends or distributions may be declared in respect of all of the issued shares equally or any class of shares individually as the directors see fit.

11.3 Rights as to capital: on a winding-up (if there are surplus assets remaining after the payment of the Company's liabilities) or on a sale or any other return of capital:

the full amount payable to shareholders shall be distributed between the holders of ordinary shares and A ordinary shares pro rata to their respective percentage holdings of such shares;

11.4 Rights as to voting:

- a. the holders of ordinary shares shall have the right to one vote per ordinary share on any matter to be voted on by the shareholders of the company;
- b. the holders of A ordinary shares shall have the right to one vote per A ordinary share on any matter to be voted on by the shareholders of the company;

11.5 Except as provided in Articles 11.2 to 11.4 (inclusive) all classes of shares will rank *pari passu* in all respects.

DECISION-MAKING BY SHAREHOLDERS

12. POLL VOTES

- 12.1** A poll may be demanded at any general meeting by any qualifying person (as defined in section 318 of the Act) present and entitled to vote at the meeting.
- 12.2** Article 44(3) of the Model Articles shall be amended by the insertion of the words "A demand so withdrawn shall not invalidate the result of a show of hands declared before the demand was made" as a new paragraph at the end of that article.

13. PROXIES

- 13.1** Article 45(1)(d) of the Model Articles shall be deleted and replaced with the words "is delivered to the company in accordance with the Articles not less than 48 hours before the time appointed for holding the meeting or adjourned meeting at which the right to vote is to be exercised and in accordance with any instructions contained in the notice of the general meeting (or adjourned meeting) to which they relate".
- 13.2** Article 45(1) of the Model Articles shall be amended by the insertion of the words "and a proxy notice which is not delivered in such manner shall be invalid, unless the directors, in their discretion, accept the notice at any time before the meeting" as a new paragraph at the end of that article.

ADMINISTRATIVE ARRANGEMENTS

14. MEANS OF COMMUNICATION TO BE USED

14.1 Subject to article 14.2, any notice, document or other information shall be deemed served on, or delivered to, the intended recipient:

- a. if delivered by hand, on signature of a delivery receipt or at the time the notice, document or other information is left at the address; or
- b. if sent by fax, at the time of transmission; or
- c. if sent by pre-paid United Kingdom first class post, recorded delivery or special delivery to an address in the United Kingdom, at 9.00 am on the second Business Day after posting; or
- d. if sent by pre-paid airmail to an address outside the country from which it is sent, at 9.00 am on the fifth Business Day after posting; or
- e. if sent or supplied by e-mail, one hour after the notice, document or information was sent or supplied; or
- f. if sent or supplied by means of a website, when the material is first made available on the website or (if later) when the recipient receives (or is deemed to have received) notice of the fact that the material is available on the website; and
- g. if deemed receipt under the previous paragraphs of this article 16.2 would occur outside business hours (meaning 9.00 am to 5.30 pm Monday to Friday on a day that is not a public holiday in the place of deemed receipt), at 9.00 am on the day when business next starts *in* the place of deemed receipt. For the purposes of this article, all references to time are to local time in the place of deemed receipt.

14.2 To prove service, it is sufficient to prove that:

- a. if delivered by hand, the notice was delivered to the correct address; or
- b. if sent by fax, a transmission report was received confirming that the notice was successfully transmitted to the correct fax number; or
- c. if sent by post or by airmail, the envelope containing the notice was properly addressed, paid for and posted; or
- d. if sent by e-mail, the notice was properly addressed and sent to the e-mail address of the recipient.

15. INDEMNITY

- 15.1 Subject to article 15.2, but without prejudice to any indemnity to which a relevant officer is otherwise entitled:
- a. each relevant officer shall be indemnified out of the company's assets against all costs, charges, losses, expenses and liabilities incurred by him as a relevant officer:
 - (i) in the actual or purported execution and/or discharge of his duties, or in relation to them; and
 - (ii) in relation to the company's (or any associated company's) activities as trustee of an occupational pension scheme (as defined in section 235(6) of the Act);including (in each case) any liability incurred by him in defending any civil or criminal proceedings, in which judgment is given in his favour or in which he is acquitted or the proceedings are otherwise disposed of without any finding or admission of any material breach of duty on his part or in connection with any application in which the court grants him, in his capacity as a relevant officer, relief from liability for negligence, default, breach of duty or breach of trust in relation to the company's (or any associated company's) affairs; and
 - b. the company may provide any relevant officer with funds to meet expenditure incurred or to be incurred by him in connection with any proceedings or application referred to in article 15.1 (a) and otherwise may take any action to enable any such relevant officer to avoid incurring such expenditure.
- 15.2 This article does not authorise any indemnity which would be prohibited or rendered void by any provision of the Companies Acts or by any other provision of law.
- 15.3 In this article 15:
- a. companies are associated if one is a subsidiary of the other or both are subsidiaries of the same body corporate; and
 - b. a "relevant officer" means any director or other officer or former director or other officer of the company or an associated company (including any company which is a trustee of an occupational pension scheme (as defined by section 235(6) of the Act).

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16. INSURANCE

16.1 The directors may decide to purchase and maintain insurance, at the expense of the company, for the benefit of any relevant officer in respect of any relevant loss.

16.2 In this article 16:

- a. a "relevant officer" means any director or other officer or former director or other officer of the company or an associated company (including any company which is a trustee of an occupational pension scheme (as defined by section 235(6) of the Act));
- b. a "relevant loss" means any loss or liability which has been or may be incurred by a relevant officer in connection with that relevant officer's duties or powers in relation to the company, any associated company or any pension fund or employees' share scheme of the company or associated company; and
- c. companies are associated if one is a subsidiary of the other or both are subsidiaries of the same body corporate.