

Company number: 04608905

**Costs Lawyer Standards Board Ltd**  
**Monday 31 October 2011 at 4.30pm**  
**meeting held by email**

**Present:** Graham Aitken (Chair)  
Mike Lockwood  
Richard Allen  
Phil Bellamy  
Marc Brooks

**In attendance:** Lynn Plumbley (Chief Executive)

**1. Chair & Quorum**

Graham Aitken chaired the meeting. It was noted the meeting was quorate.

**2. Role of Approved Regulator**

The board was advised that the ACL had formally requested CLSB undertake the role of Approved Regulator under delegated authority. Lynn confirmed that the CLSB was now fit for purpose to undertake that role and on that basis the board **approved** the request with immediate effect. Lynn confirmed she would immediately notify both the Legal Services Board and the ACL of this decision and would take steps to notify Costs Lawyers of the change.

**3. AOB**

There being no further business the Chair declared the meeting closed.

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Chairman