

Company number: 04608905

**Costs Lawyer Standards Board Ltd**  
**Thursday 5 May 2011 at 10.30 am**  
**The Studio, 7 Cannon Street, Birmingham**

**Present:** Graham Aitken (Chair)  
Richard Allen  
Phil Bellamy  
Marc Brook

**Apologies:** Mike Lockwood (Vice Chair)

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

**1. Chair & Quorum**

The Chair noted the apologies of Mike Lockwood and declared the meeting quorate.

**2. Proposed consultation papers**

The board considered the following draft documents and comments submitted by Victoria Hopkins on behalf of the ACL and made appropriate changes. The board **approved** initiation of a consultation process following implementation of those agreed changes.

- Consultation paper
- Code of conduct
- Practising rules
- Disciplinary rules & procedures
- Training & CPD Rules
- Consultees List

**3. Date & Time of Next Meeting**

It was noted that the next scheduled meeting would be held on Wednesday 6 July 2011 @ 10.30am at The Studio, Birmingham.

**4. AOB**

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

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Chairman