

Company number: 04608905

Costs Lawyer Standards Board Ltd (the "Company")

Minutes of meeting held by phone
Monday 17 January 2011 at 10.00 pm

Present: Victoria Hopkins (Chair)
Iain Stark

1. Chair & Quorum

It was agreed Victoria Hopkins would chair the meeting. It was noted a quorum was present.

2. Change of Company Secretary

It was **agreed** that with immediate effect Genesis Secretaries Ltd be resigned as Company Secretary and Lynn Diane Plumbley be appointed to act in such capacity.

The Company Secretary was instructed to notify Companies House of this resignation and new appointment as soon as possible.

3. AOB

There being no other business the meeting was declared closed.

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Chairman