

Company number: 04608905

Costs Lawyer Standards Board Ltd (the "Company")

Minutes of meeting held by email

Monday 3 March 2014 at 9.00 am

Present: Graham Aitken (Chair)
 Gillian Milburn (Vice Chair)
 Richard Allen
 David Gamble

In attendance: Lynn Plumbley

1. Chair & Quorum

The Chair declared the meeting open, it was noted a quorum was present.

2. New Board Appointments

Following interviews, it was agreed that with effect from Monday 17 March 2014, and subject to acceptable references being received:

- (i) Steve Winfield be appointed a Non-Executive Director (lay person) of CLSB and Chair for an initial period of two years.

- (ii) Tracyanne Ayliffe be appointed a Non-Executive Director (non-lay person) of CLSB for an initial period of one year.

3. Companies House

The Company Secretary was instructed to notify Companies House of these appointments.

4. AOB

There being no other business the meeting was declared closed.

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Chairman