

SSAS INVESTMENT RESOLUTION

At a meeting of the trustees of the Millstone SSAS Pension Scheme held on 8th September 2014, it was resolved that:

1. Following pursuance of a commercial property opportunity which has been offered to the trustees on a first refusal basis and discounted for a cash purchase the following commercial property 42 New Road, Porthcawl, CF36 5DN has been offered at £124,950. In order to take advantage of this opportunity the scheme trustees namely Stephen Howells and Steven Dicks (The Member/Trustees) agree to deviate from their original investment plans to take advantage of this opportunity. Therefore in accordance with their powers under the scheme trust documentation, assets of the fund shall be used to purchase the above property.
2. Investment powers and duties in relation to this purchase are delegated under the trust documentation to the Member Trustees above and have agreed for the transaction to be carried out on behalf of the scheme.
3. All necessary documentation has been viewed by the Member Trustees before agreeing to the purchase in addition to commissioning and independent survey.
4. The Member Trustees have satisfied themselves that the above purchase is an acceptable asset as a commercial property and in keeping with the scheme legislation and have agreed the purchase price subject to valuation confirming this and all legal searches being satisfactory.
5. The member/trustees have appointed the following independent solicitor to carry out all necessary searches and conveyancing to completion. John Potter, Spencer Skuse & Potter Solicitors, 7 Mount Stuart Square, Cardiff Bay, CF10 5EE
6. The Member Trustees on completion will determine the best use of the property as well as some updating and will either, sell, lease back to the sponsor company or seek an open market tenant, the member trustees accept responsibility for ensuring that all rental payments where applicable are collected in accordance with the terms of the scheme. Any income or associated with the investment will be paid to the nominated scheme account.
7. In addition to any indemnities conferred on them by law or under the trust documentation, the scheme Administrators Pension Practitioner.com and all associated companies or delegates are not liable for any act or omission of the

Member Trustees or their advisers or their delegates in relation to the exercise of the powers referred to in 1. Above.

8. The Member Trustees confirm that Pension Practitioner.com and any associated companies or delegates will not be liable for any unauthorised payment charge, unauthorised payment surcharge, scheme sanction charge or other tax charge that may be levied by HMRC in connection with this Investment.
9. The Member Trustees have agreed for the investment funds to be made available by bank transfer to the following Solicitors Client account on exchange of contracts:-

Bank:	Natwest
Account name:	Spencer Skuse & Potter
Account number.	29640121
Sort code	56-00-41

10. The Member Trustees agree for payment to be made and will provide the necessary Metro Bank Authority prior to exchange of contracts.
11. The Member Trustees hereby confirm and agree to the scheme investment as described in 1. over and paid in line with 9. above.

Signed (Trustee 1) 

Signed (Trustee 2) 

Name (printed) Stephen Howells

Name (printed) Steven Dicks

Date 08/09/2014

Date 08/09/2014

SSAS INVESTMENT RESOLUTION

At a meeting of the trustees of the Millstone SSAS Pension Scheme held on 3rd November 2014, it was resolved that:

1. Following agreement to purchase the following commercial property 42 New Road, Porthcawl, CF36 5DN and satisfactory initial enquiries by the appointed solicitor. The scheme trustees namely Stephen Howells and Steven Dicks (The Member/Trustees) agree to appoint the following independent surveyor to value the property for the scheme records.

Rees Thomas Building Surveyors
16 Cowbridge Road
Pontyclun
Nr. Cardiff
CF72 9ED

2. A fee has been agreed in light of the commercial nature of the property of £375.00 + VAT .
3. In providing assistance with the purchase, scheme obligations and trustee guidance a fee of £983.00 has been agreed with Stratford Collins Consultants.
4. The Member Trustees have satisfied themselves with the above terms.
5. The Member Trustees have agreed for the investment funds to be made available by bank transfer to the following Solicitors Client account on exchange of contracts to cover the fees along with the purchase monies:-

Bank:	Natwest
Account name:	Spencer Skuse & Potter
Account number.	29640121
Sort code	56-00-41

6. The Member Trustees agree for payment to be made and will provide the necessary Metro Bank Authority prior to exchange of contracts.

Signed (Trustee 1) S J Howells

Signed (Trustee 2) SJD

Name (printed) Stephen Howells

Name (printed) Steven Dicks

Date 03/11/2014

Date 03/11/2014

SSAS INVESTMENT RESOLUTION

At a meeting of the trustees of the Millstone SSAS Pension Scheme held on 15TH November 2014, it was resolved that:

1. Following receipt of the surveyors valuation Report, the member Trustees agree to continue with the purchase of 42 New Road, Porthcawl, CF36 5DN and were satisfied with the report by the appointed Surveyor. The scheme trustees namely Stephen Howells and Steven Dicks (The Member/Trustees) agreed to instruct the solicitor to prepare matters for exchange and completion.

Signed (Trustee 1) S Howells

Signed (Trustee 2) SD

Name (printed) Stephen Howells

Name (printed) Steven Dicks

Date 15/11/2014

Date 15/11/2014

SSAS INVESTMENT RESOLUTION

At a meeting of the trustees of the Millstone SSAS Pension Scheme held on 27th November 2014, it was resolved that:

1. The Member Trustees hereby instruct PensionPractitioner.Com to release the funds to the nominated solicitor with immediate effect for the property purchase to exchange & complete:-

Bank: Natwest
Account name: Spencer Skuse & Potter
Account number: 29640121
Sort code: 56-00-41

2. The Member Trustees agree for payment to be made and have provided the necessary Metro Bank Authority.

Signed (Trustee 1) 

Signed (Trustee 2) 

Name (printed) Stephen Howells

Name (printed) Steven Dicks

Date 27/11/2014

Date 27/11/2014

SSAS CONTRIBUTION RESOLUTION

At a meeting of the trustees of the Millstone SSAS Pension Scheme and the Directors of the Sponsor Company Millstone Limited held on 27th November 2014, it was resolved that:

1. The Directors of Millstone have agreed to make an employer based pension contribution of £3,000 each for Mr Howells & Mr Dicks, the scheme Members. Payment will be made by direct online transfer to the Scheme account of £6,000:-

Bank: Metro Bank
Account name: Millstone Executive Pension
Account number: 14596372
Sort: 23-05-80

2. The Member Trustees agree for payment to be made and have provided the necessary Metro Bank details above.

Signed (Trustee 1) S Howells

Signed (Trustee 2) SDC

Name (printed) Stephen Howells

Name (printed) Steven Dicks

Date 27/11/2014

Date 27/11/2014

Outward Payment Instruction (Faster Payments & CHAPs)



Store

Customer Name

Millstone Executive Pension Scheme

Account Number

1 4 5 9 6 3 7 2

Payment Type

☒ Faster Payment (No Fee) *Faster Payment Maximum Value = £100K. Payments of a higher value must be sent via CHAPs*

☐ CHAPs (£17.50 Fee) *CHAPs Cut Off Time = 3PM. Payments received after this time will be processed Next Day*

☐ Account To Account Transfer

Amount (GBP)

1 4 3 3 0 0

Date To Process

2 8 1 1 2 0 1 4

Amount in Words

ONE THOUSAND FOUR HUNDRED AND THIRTY THREE POUNDS

Beneficiary Name

SPENCER SKUSE & POTTER SOLICITORS

Beneficiary Sort Code

5 6 0 0 4 1

Beneficiary Account Number

2 9 6 4 0 1 2 1

Payment Reference (if applicable)

MILLSTONE 2014

Authorised Signature

S1 Howell 8025
Date: 28/11/14 28/11/14

Authorised Signature

Date:

FOR INTERNAL USE ONLY - ID & V Confirmed

☐

Customer Photo

☐

Customer Signature

☐

4Tress

☐

ID

(Passport or Driving Licence Number)

Input By:

Signature:

Date:

Authorised By:

Signature:

Date:

301 OF 1.1 (05/12/11)

Outward Payment Instruction (Faster Payments & CHAPs)



Store

Customer Name

Millstone Executive Pension Scheme

Account Number

1 4 5 9 6 3 7 2

Payment Type

☐ Faster Payment (No Fee) *Faster Payment Maximum Value = £100K. Payments of a higher value must be sent via CHAPs*

☒ CHAPs (£17.50 Fee) *CHAPs Cut Off Time = 3PM. Payments received after this time will be processed Next Day*

☐ Account To Account Transfer

Amount (GBP)

1 2 4 9 5 0 0 0

Date To Process

2 8 1 1 2 0 1 4

Amount in Words

ONE HUNDRED AND TWENTY FOUR THOUSAND NINE HUNDRED AND FIFTY POUNDS

Beneficiary Name

SPENCER SKUSE & POTTER SOLICITORS

Beneficiary Sort Code

5 6 0 0 4 1

Beneficiary Account Number

2 9 6 4 0 1 2 1

Payment Reference (if applicable)

MILLSTONE 2014

Authorised Signature

St Howell *SPD*
Date: 28/11/14 28/11/14

Authorised Signature

Date:

FOR INTERNAL USE ONLY - ID & V Confirmed

☐

Customer Photo

☐

Customer Signature

☐

4Tress

☐

ID

(Passport or Driving Licence Number)

Input By:

Signature:

Date:

Authorised By:

Signature:

Date:

REES THOMAS

BUILDING SURVEYORS

The Trustees of the Millstone
Executive Pension,
C/o Fenwick Solicitors,
34, Lipson Road,
Plymouth.
PL4 8PW.

INVOICE	1006420
OUR REF	JT1006420
DATE	07.11.2014

INVOICE

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BUILDINGS SURVEY & VALUATION REPORT:
42, NEW ROAD, PORTHCAWL, CF36 5DN.

Professional services rendered in respect of the
Provision of the Buildings Report for
the above mentioned property:

£375.00

VAT @ 20%

£75.00

FEE DUE:

£450.00

VAT REGISTRATION NUMBER: **103 6618 40**

REES THOMAS

BUILDING SURVEYORS

CONTRACT OF ENGAGEMENT

Date: 07th November 2014

Re. BUILDINGS SURVEY
REPORT

42, NEW ROAD,
PORTHCAWL,
CF36 5DN.

I confirm that I have read and fully understand the Conditions of Engagement with regard to a BUILDINGS SURVEY REPORT being carried out on the above mentioned property.

SIGNED BY: S. J. Howell
NAME: S. J. HOWELLS
DATED: 10th / 11 / 14

Client: **THE TRUSTEED OF THE MILLSTONE**
EXECUTIVE PENSIO, C/O FENWICK SOLICITORS,
34, LIPSON ROAD, PLYMOYTH, PL4 8PW.

Please tick as appropriate:

Payment Enclosed ☐

Payment to Follow ☒

Payment to Fridays Move ☐

*Please note: Report cannot be released until payment is received.
Please make cheques payable to REES THOMAS.
All post is to be sent back to the Cardiff admin office.*



CARDIFF 7, LLANTRISANT
ROAD, PONTYCLUN.
CF72 9DP 01443 445800

BRISTOL 29, GREAT GEORGE
STREET, BRISTOL.
BS1 5QT 0117 9200 083