

Date:

RESOLUTION for the Trustees of the **Monro Pension Scheme**

Under 11.2 of the Scheme Rules, the Trustees may appoint a person or firm who is not a Trustee as a Scheme Administrator, provided that the person or firm satisfies the criteria in section 270(2) of the Act at all times.

It is resolved that:

- 1) The Trustees appoint RC Administration Limited of 1a Park Lane, Poynton, Stockport, England, SK12 1RD, to act as the Registered Administrator for the Scheme.
- 2) RC Administration Limited is satisfied, and is authorised to declare, that:
 - The Scheme meets all the criteria to be registered as a pension scheme under Finance Act 2004 and in particular, is established for the purpose of providing benefits in respect of persons listed at section 150 Finance Act 2004.
 - To the best of their knowledge and belief, the information given in this application to register the pension scheme for the purposes of tax relief is correct and complete and they understand that they are responsible for providing any further information and declarations reasonably required by HMRC in order to consider the application.
 - The instruments or agreements by which this pension scheme is constituted do not directly or indirectly entitle any person to unauthorised payments. In addition, the way in which the pension scheme is to be administered will not knowingly entitle any person to unauthorised payments.
 - There are no reasonable grounds for which they would not be deemed a fit and proper person to act as the Registered Administrator for the Scheme.
 - They understand that as Scheme Administrator they are responsible for discharging the functions conferred or imposed on the Scheme Administrator of the pension scheme by Finance Act 2004, and that they intend to discharge those functions at all times, whether resident in the United Kingdom or another EU member state or non-member EEA state. They understand that they may be liable to a penalty and the pension scheme may be de-registered if they fail properly to discharge those functions. They understand that they may be liable to a penalty and the pension scheme may be de-registered if a false statement is made on this application, or in any information they provide in connection with this application, and that false statements may also lead to prosecution.

- 3) The Scheme Administrator is further authorised to make such necessary declarations and provide ongoing reporting requirements in order to maintain the tax integrity of the Scheme.
- 4) Electronic signatures adopted in accordance with Electronic Signatures Regulation 2002 (SI 2002 No. 318), whether digital or encrypted, by any and all the parties included in this document are intended to authenticate this document and shall have the same force and effect as manual signatures.
- 5) Delivery of a copy of this document contemplated hereby bearing an original or electronic signature by electronic mail in portable document format (.pdf) form, or by any other electronic means intended to preserve the original graphic and pictorial appearance of a document, will have the same effect as physical delivery of the paper document bearing an original or electronic signature.

Signed: Christopher Monro

Signature:

Witness:

Signed: RC Administration Limited

Signature:

Witness: