

**The Chartered Institute of Logistics and Transport in the UK**  
**Minutes of the Annual General Meeting held at**  
**Warwick Conferences, Radcliffe House, Scarman Road, Coventry, CV4 7SH**  
**17:00 on Wednesday 22 June 2022**

**Present:**

|                   |  |
|-------------------|--|
| Alan Jones        | Chair CILT (UK), in the Chair and member (ABJ) |
| Andrew Weatherill | Company Secretary CILT (UK) and member (AJW)   |

Plus 10 other members of the Institute.

The meeting commenced at 17:02

ABJ welcomed those attending and informed the meeting that the President had submitted apologies that he was unable to attend and Chair the meeting. ABJ offered to chair this AGM in the President's absence and asked if there were any other nominees to chair the meeting.

No other nominees were made, and the Chair sought approval for him to chair the meeting.

**The meeting voted unanimously to approve the Chair of the meeting being ABJ.**

ABJ confirmed that the meeting had been called with 21 days' notice provided by entry in an article in the May 2022 edition of Focus in accordance with the 2011 Articles of Association.

AJW confirmed that the meeting is quorate with 12 eligible members in attendance, which is greater than the 10 required.

ABJ confirmed that copies of the draft minutes of the 2021 AGM held on 22 September 2021 have been made available on the Company's website. ABJ asked the meeting if there were any questions. None were raised.

ABJ asked the meeting to vote for, against or abstain for the approval of the minutes.

**The meeting voted unanimously to approve the 2021 AGM minutes.**

**ABJ confirmed the 2021 AGM minutes were approved.**

ABJ advised the meeting has to consider and vote on two ORDINARY RESOLUTIONS. One to adopt the 2021 Directors' Report and Financial Statements and one to re-appoint the auditors.

ABJ confirmed that there were NO PROXY VOTES REQUESTED OR CAST before the deadline of 17:00 of Tuesday 21 June 2022.

ABJ read out Resolution 1:

**To consider, and if thought fit, to adopt the Accounts for the year ended 30<sup>th</sup> September 2021 and the reports of the Directors and Auditors.**

ABJ advised that the "Accounts", the Directors' Report and Financial Statements, had been considered and approved by the Board on 20 January 2022 and subsequently signed by 2 Directors and the Auditors on 7 February 2022. ABJ asked if there were any comments or queries. None were raised.

ABJ asked the meeting to vote for, against or abstain for Resolution 1.

**The meeting voted unanimously for Resolution 1 to adopt the Accounts for the y/e 30 September 2021 and the reports of the Directors and Auditors.**

**ABJ confirmed the Accounts for the year ended 30 September 2021 were adopted and the reports of the Directors and Auditors.**

ABJ read out Resolution 2:

**To reappoint Mazars LLP as Auditors and to authorise the Directors to agree their remuneration.**

ABJ asked if there were any comments or questions. None were raised

ABJ asked the meeting to vote for, against or abstain for Resolution 2.

**The meeting voted unanimously for Resolution 2 to reappoint Mazars LLP as Auditors and to authorise the Directors to agree their remuneration.**

**ABJ confirmed that Mazars LLP were reappointed as Auditors and the Directors authorised to agree their remuneration.**

ABJ thanked the members for attending the meeting.

**ABJ declared the meeting closed at 17:08.**