

**The Chartered Institute of Logistics and Transport in the UK
Minutes of the Annual General Meeting held via Zoom Webinar
12:01 on Tuesday 21 December 2020**

Present:

Paul Sainthouse	President CILT (UK), in the Chair (PS) and member (PS)
Andrew Weatherill	Company Secretary CILT (UK) and member
Lucy Hemmings	Zoom Administrator

Plus 12 other members of the Institute.

The meeting commenced at 12:01

PS welcomed those attending the meeting.

PS confirmed that the meeting had been called with 21 days' notice provided by entry in an article in the December 2020 edition of Focus in accordance with the 2011 Articles of Association.

PS declared that the meeting is quorate with 14 eligible member in attendance, which is greater than the 10 required.

PS confirmed that copies of the draft minutes of the 2019 AGM held on 18 June 2019 have been made available on the Company's website. PS asked the meeting if there were any questions. None were raised.

PS sought approval of the 2019 AGM minutes by zoom poll.

13 votes were cast and the meeting voted 10 (77%) to approve the 2019 AGM minutes with 3 abstentions. PS confirmed the 2019 AGM minutes were approved.

PS advised the meeting has to consider and vote on two ORDINARY RESOLUTIONS. One to adopt the 2019 Directors' Report and Financial Statements and one to re-appoint the auditors.

PS confirmed that there were NO PROXY VOTES REQUESTED OR CAST before the deadline of 17:00 of Monday 21 December 2020.

PS read out Resolution 1:

To consider, and if thought fit, to adopt the Accounts for the year ended 30th September 2019 and the reports of the Directors and Auditors.

PS advised that the "Accounts", the Directors' Report and Financial Statements, had been considered and approved by the Board on 23 January 2020. PS asked if there were any comments or queries. None were raised.

PS sought a vote on Resolution 1 by zoom poll.

13 votes were cast and the meeting voted 12 (92%) for the resolution with 1 abstention. PS confirmed the Accounts for the year ended 30 September 2019 were adopted and the reports of the Directors and Auditors.

PS read out Resolution 2:

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

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

PS sought authority by a poll on zoom to reappoint Mazars as Auditors and to authorise the Directors to agree their remuneration.

13 votes were cast and the meeting voted 13 (100%) for the resolution. PS confirmed that Mazars LLP were reappointed as Auditors and the Directors authorised to agree their remuneration.

PS thanked the members for attending the meeting and stated that his tenure as President expires at the end of the year after 2 years in post. He stated that he was privileged to act as President and had thoroughly enjoyed performing the role.

PS declared the meeting closed at 12:07.

DRAFT