

**COMPANIES ACT 2006
BOARD RESOLUTION**

Company name : XYZ LIMITED
Company number : 1234567
Date : 21st January 2021
Location : Registered Office address
Present at meeting : All of the Directors Names here

AGENDA: To discuss and agree on the provision of retirement planning for the directors and employees, both now and in the future.

RESOLUTION: The Directors discussed retirement planning and have jointly agreed to establish a Small Self-Administered Scheme (SSAS) called the **XYZ Pension Scheme**. The scheme will be funded by the Directors making contributions, or by incoming transfers of previous benefits.

The XYZ Pension Scheme establishment will be carried out by Segmented Solutions Limited.

The Board have reviewed the Segmented Solutions Fee Schedule and are happy to be bound by the schedule and timing of payments.

Director 1, NAME HERE has agreed to be the main point of contact for Segmented Solutions Limited.

With nothing else on the Agenda, the meeting was concluded.

Dated in England on the 21st day of January 2021

Signed..... **Date**.....

Name.....

Director 1

Signed..... **Date**.....

Name.....

Director 2