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SCHEDULE

VIII.—PROCEEDINGS OF ADMINISTRATIVE TRUSTEES.

- 9 Each administrative trustee shall hold office so long only as he holds the official position by virtue of which he shall be one of the administrative trustees.
- 10 After the determination of the uses and trusts hereinbefore declared in favour of the settlor and Lady Lee respectively or any part thereof it shall be incumbent on the administrative trustees to hold at least one meeting in every twelve calendar months and at least one such meeting in every three years shall be held at Chequers.
- 11 All meetings of the administrative trustees shall be convened either in the name of the Prime Minister for the time being or failing him in the names of two other administrative trustees and the notice of each meeting shall be sent to each of the administrative trustees by post. The failure of any such notice to reach its destination shall not invalidate or affect the acts or decisions of the majority of the administrative trustees present and voting at any such meeting.
- 12 The Prime Minister shall act as chairman of the meetings of the administrative trustees but if he is not present at any meeting the administrative trustees present shall nominate a chairman ad hoc.
- 13 The administrative trustees shall not be bound to act unanimously but provided that a quorum of at least four of them be present at a meeting they shall act according to the votes of the majority of those present and voting. If a quorum be not present at a duly convened meeting within thirty minutes after the time named in the notice convening the same such meeting shall stand adjourned for one week to the same hour and notice of such adjournment shall be given to each of the administrative trustees.
- 14 The administrative trustees may from time to time employ any agent and in particular may from time to time appoint and dismiss a secretary and curator whose duty it shall be to keep records of all meetings issue notices by the direction of the chairman or acting chairman, and generally to superintend the details of administration to make payments out of the Chequers Trust Fund and generally to act as the agent of the administrative trustees.