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## **Co-operative and Community Benefit Societies Act 2014**

### *Recording a Charge*

Society: Optivo

Registration number: 7561

The attached charge between the above society and:

London Square Developments Limited

was delivered to the FCA on 7 January 2019.

Instrument date: 19 December 2018

Application Date: 19 December 2018

Date: **17 January 2019**



**DATED** 19<sup>th</sup> December **2018**

**(1) OPTIVO**

**and**

**(2) LONDON SQUARE DEVELOPMENTS LIMITED**

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**LEGAL CHARGE**

Re: Plots 202-209 inclusive, former De Burgh School,  
Chetwode Road, Tadworth, Surrey

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Owen White  
Senate House  
62-70 Bath Road  
Slough  
SL1 3SR

DX: 3409 Slough

Ref:  
MDS/JL/LON11/323 07 12 18



## Mutual Societies Application Form

Notification of charges

**Full name of society or credit union:**

OPTIVO

### **Important information you should read before completing this form**

Registered societies and credit unions can complete this form if they wish to:

- record a charge;
- register a floating charge (Scottish societies only);
- notify us of a partial or complete satisfaction of a charge; or
- notify us of a release of a charge.

You must not use this form if your society is

- a building society; or
- registered under one of the Friendly Societies Acts (1974 or 1992).

Please note:

- we have an information note that may assist you in completing this application.
- any personal details you give on the form will be placed on the society's file.
- it is important you give accurate and complete information and disclose all relevant information. If you do not, it may take us longer to assess your application.

Please keep a copy of the form and the supporting documents for future reference.

### **Terms in this form**

'FCA', 'PRA', 'us' and 'we' refer to the Financial Conduct Authority or Prudential Regulation Authority.

'You' refers to the person signing the form on behalf of the society or credit union.

'The 2014 Act' is the Co-operative and Community Benefit Societies Act 2014



## Mutual Societies Application Form

### Notification of charges

#### Filling in the form

1 If you are using your computer to complete the form:

- use the TAB key to move from question to question and press SHIFT TAB to move back to the previous question; and
- print out the completed form and arrange for it to be signed in sections 1 and 2.

2 If you are filling in the form by hand:

- use black ink;
- write clearly; and
- arrange for it to be signed in sections 1 and 2.

3 If you make a mistake, cross it out and initial the changes, do not use correction fluid.

4 If you:

- leave a question blank;
- do not get the form signed; or
- do not attach the required supporting information

without telling us why, we will have to treat the application as incomplete. This will increase the time taken to assess your application.

5 If there is not enough space on the form, you may need to use separate sheets of paper. Clearly mark each separate sheet of paper with the relevant question number. Any separate sheets should be signed by the signatory to the form.

6 Email a scanned copy of the signed form and supporting documents to

[mutual.societies@fca.org.uk](mailto:mutual.societies@fca.org.uk)

or

send it by post to:

Mutuals Team  
Financial Conduct Authority  
25 The North Colonnade  
Canary Wharf  
LONDON  
E14 5HS

## 1

## Details of charges

## Society or credit union details

## 1.1 Society or credit union details

Register number	7561
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## Details of charges (fixed or floating)

## 1.2 What are you applying to record or register?

- |  |                             |
|--|-----------------------------|
| <input type="checkbox"/> Recording a charge                                      | ▶ Continue to question 1.3  |
| <input type="checkbox"/> Registering a floating charge (Scottish societies only) | ▶ Continue to question 1.3  |
| <input checked="" type="checkbox"/> Complete satisfaction of a charge            | ▶ Continue to question 1.8  |
| <input type="checkbox"/> Partial satisfaction of a charge                        | ▶ Continue to question 1.11 |
| <input type="checkbox"/> Release of a charge                                     | ▶ Continue to question 1.14 |

## Recording/registering a charge (fixed or floating)

## 1.3 Names of the parties the charge is made between

Name	
Name	L
Name	
Name	

## 1.4 Date of Instrument (dd/mm/yyyy)

			/				/				
--	--	--	---	--	--	--	---	--	--	--	--

## 1.5 You must confirm that a certified copy of the charge is attached

This must be certified with an original signature

- 
- Yes

## 1.6 Are you submitting this charge outside the 21 day time limit?

- 
- No
- 
- 
- Yes ▶ Give the reasons why below

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**Signature**

1.7 This must be signed by one of the following:

- the Secretary of the society or credit union; or
- a Solicitor acting on behalf of the society or credit union; or
- a person interested in the charge on behalf of the society or credit union.

Signature	
Full name and address of signatory	
Position or capacity acting	
Date	

End of form

**Complete satisfaction of charge (fixed or floating)**

1.8 Date the charge was satisfied (dd/mm/yyyy)

0	4	/	0	7	/	2	0	1	9
---	---	---	---	---	---	---	---	---	---

1.9 You must confirm that you have attached a copy of both the original acknowledgment certificate and the first page of the charge

Yes

1.10 Give details below of the property no longer charged, e.g. address

Plots 202-209 (inclusive), Former De Burgh Shool, Chetwode Road, Tadworth, Surrey

Continue to question 1.17

**Partial satisfaction of charge (fixed or floating)**

1.11 Date the charge was partially satisfied (dd/mm/yyyy)

		/			/				
--	--	---	--	--	---	--	--	--	--

1.12 You must confirm that you have attached a copy of both the original acknowledgment certificate and the first page of the charge

Yes

1.13 The amount by which the charge was partially satisfied

£

If an amount is not applicable you must give details below

Continue to question 1.17

**Release of charge (fixed or floating)**

1.14 Date when the society or credit union was released from the charge (dd/mm/yyyy)

/  /

1.15 You must confirm that you have attached a copy of both the original acknowledgment certificate and the first page of the charge

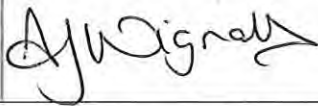
Yes

1.16 Give details below of the property no longer charged, e.g. address

Continue to question 1.17

**Signature**

1.17 This must be signed by the Secretary of the society or credit union

Signature	
Full name	AUSON WIGNAU
Date	11/9/19

2958

Continue to section 2

# 2 Statutory Declaration


## Declaration

2.1 The Secretary and a member of the committee of management (or director) of the society or credit union must sign below in front of a commissioner for oaths (or a notary public or justice of the peace)

We do solemnly and sincerely declare that the particulars entered on this form in relation to the specified charge or floating charge are true to the best of our knowledge, information and belief.

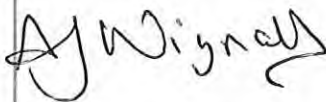
And we make this solemn declaration conscientiously believing the same to be true, and by virtue of the provisions of the Statutory Declarations Act 1835.

Member of the committee of management (or director) of society or credit union

Name	ROWENA BEARD
Signature	
Date	11-9-19


2958

Secretary of society

Name	ALISON WIGNAN.
Signature	
Date	11/9/19.

Declared before

- a solicitor;
- a commissioner for oaths;
- notary public; or
- justice of the peace

Name	RICHARD RATCLIFFE
Declared at	22 PARK ROAD SITTINGBOURNE KENT
Signature	
Date	11/9/19.

Ratcliffe  
Solicitors  
22 Park Road  
Sittingbourne  
Kent ME10 1DN

End of form