

**MINUTES OF THE MEETING OF THE DIRECTOR(S) OF THE CORPORATE TRUSTEE
BRIGGS SERVICES PTY LIMITED ATF
BRIGGS SERVICES PTY LIMITED SUPERANNUATION FUND
HELD ON 30 JUNE 2021 AT
91 MIDDLE HEAD ROAD, MOSMAN NSW**

PRESENT:

Dawn Briggs
Jeffrey Briggs
Belinda Grist
David Briggs

INVESTMENT STRATEGY:

The Fund's proposed Investment Strategy was tabled for approval.

The Investment Strategy was reviewed, having appropriate regard for:

- (i) The Fund's circumstances, including members' ages and expectations, the Fund's benefit structure, the size of the Fund, and the Fund's tax position.
- (ii) The Members' circumstances, whether it is appropriate for the trustees of the fund to hold a contract of insurance that provides insurance cover for one or more members of the fund.
- (iii) The risk involved in making, holding and realising, and the likely return from, the Fund's investments having regard to its objectives and its expected cash flow requirements. Risks involved include market risk, operational risk, liquidity risk, and credit risk.
- (iv) The composition of the Fund's investments as a whole including the extent to which the investments are diverse or involve the entity in being exposed to risks from inadequate diversification.
- (v) The liquidity of the Fund's investments having regard to its expected cash inflows, and cash outflow requirements. Items considered included the required amount of investment in cash or in assets readily convertible into cash, the expected timing of investment income and member contributions, and the expected timing of expenditure such as tax and member benefit payments.
- (vi) The ability of the entity to discharge its existing and prospective liabilities.

It was noted that the Fund's investment strategy defined the minimum and maximum allocations to the various asset classes as follows:

Asset Class	Min %	Max %
Australian Equities	50.00%	80.00%
Australian Fixed Interest	5.00%	30.00%
Cash	0.00%	30.00%
International Equities	0.00%	20.00%
Other	0.00%	20.00%

It was resolved that the Investment Strategy appropriately addressed the aims and objectives of the Fund and, as a result, should be adopted as tabled.

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CLOSURE:

There being no further business the meeting was closed.



David Briggs
Chairperson

Dated: 1/8/22