

**MINUTES OF THE MEETING OF THE DIRECTOR(S) OF THE CORPORATE TRUSTEE
SHEENA AND ROBERT COUPE PTY LTD ATF
SHEENA & ROBERT COUPE SUPERANNUATION FUND
HELD ON 7 DECEMBER 2022 AT
5G / 22 ROSS STREET, WOLLSTONECRAFT NSW**

PRESENT

Sheena Coupe

Robert Coupe

**APPROVAL OF
PREVIOUS MINUTES:**

It was resolved that the minutes of the previous meeting had been signed as a true and correct record.

PAYMENT OF BENEFITS:

The trustee has ensured that any payment of benefits made from the fund meet the requirement of the fund's deed and do not breach the superannuation laws in relation to:

1. making payment to members; and
2. breaching the fund's or the member's investment strategy.

The trustees have reviewed the payment of benefits and received advice that the transfer is in accordance with the deed and the superannuation laws. As such the trustee has resolved to allow the payment of the following benefits on behalf of the members:

Member Name/Payment Type	Amount
<i>Mr Robert Coupe</i> Pension	10,830.00
<i>Mrs Sheena Coupe</i> Pension	54,348.36

PURCHASE OF ASSETS:

It was resolved that having regard to the composition, risk and return of the fund's existing investments, the fund's investment objectives and its present liquidity, the purchase of the assets identified below during the year ended 30 June 2022 hereto be confirmed and are in line with the investment strategy of the fund.

Asset / Date	Price	Units	Consideration
<i>Listed Securities Market</i>			
<i>Betashares Global Sustainability Leaders ETF - Betashares Global Sustainability Leaders ETF</i>			
25 Oct 2021	12.5780	119.00	1,496.78
<i>Imugene Limited</i>			
24 Sep 2021	0.4843	5,166.00	2,502.05
<i>Pilbara Minerals Limited</i>			
31 Dec 2021	3.1139	1,606.00	5,000.97
10 Jan 2022	3.4780	1,242.00	4,319.69
25 Jan 2022	3.7343	653.00	2,438.47
<i>Sonic Healthcare Limited - Ordinary Fully Paid</i>			
13 Jul 2021	37.5641	266.00	9,992.05
<i>Vulcan Energy Resources Limited</i>			
26 Jul 2021	9.4350	344.00	3,245.65
06 Oct 2021	12.9765	192.00	2,491.49
<i>Woodside Energy Group Ltd</i>			
02 Jun 2022	0.0000	262.00	0.00
<i>Wesfarmers Limited</i>			
08 Apr 2022	49.3589	131.00	6,466.02
<i>Wisetech Global Limited</i>			
30 Sep 2021	52.1643	76.00	3,964.49
<i>Listed Derivatives Market</i>			
<i>Transurban Group - Rights-Appsclose 08Oct2021 Us Prohibited</i>			
28 Sep 2021	0.0000	113.00	0.00
28 Sep 2021	0.0000	55.00	0.00
<i>Managed Funds Market</i>			
<i>Vanguard Index Aust Prop Secs (VAN0012AU)</i>			
01 Jul 2021	1.0767	2,798.82	3,013.48
12 Jan 2022	1.2308	857.84	1,055.83

DISPOSAL OF ASSETS:

It was resolved that having regard to the composition, risk and return of the fund's existing investments, the fund's investment objectives and its present liquidity, the disposal of the assets identified below during the year ended 30 June 2022 hereto be confirmed and are in line with the investment strategy of the fund.

Asset / Date	Price	Units	Consideration
<i>Listed Securities Market</i>			
<i>3P Learning Limited..</i>			
07 Jul 2021	1.2436	846.00	1,052.05
<i>Jb Hi-Fi Limited</i>			
03 May 2022	52.8358	65.00	3,434.33
<i>Platinum Asset Management Limited - Ordinary Fully Paid</i>			
29 Sep 2021	3.5476	1,000.00	3,547.63
<i>Listed Derivatives Market</i>			
<i>Transurban Group - Rights-Appsclose 08Oct2021 Us Prohibited</i>			
20 Oct 2021	0.3000	168.00	50.40
<i>Managed Funds Market</i>			
<i>Vanguard Index Aust Prop Secs (VAN0012AU)</i>			
23 Nov 2021	1.1721	42,658.48	50,000.00

PROPERTY VALUATIONS:

In respect of the year ending 30 June 2022, it was resolved that the trustees revalue the properties set out below in respect of the effective dates specified.

Giving consideration to the fund's circumstances and the value of the fund's assets that property represents, the trustees have obtained property valuations from the sources listed below.

The trustees have reviewed the content and assumptions within and believe the valuations supplied fairly represent the value and attributes of the properties held.

The trustees resolved to accept the valuations obtained on the basis that the valuations are based on objective and supportable data; are representative of the assets owned by the fund; and are indicative of market conditions as at the effective dates.

After consideration from the trustees, it was also resolved to carry forward valuations from prior years where appropriate. The trustees are of the opinion that the valuations continue to be relevant and appropriate and have been obtained within a suitable time frame to still be applied.

Address: 27/65 CONSTITUTION AVENUE CAMPBELL
ACT 2612 Australia

Valuation	Effective Date	Valuation Date	Type	Source
695,000.00	30 Jun 2022	28 Nov 2022	Automated Valuation	RP Data

ALLOCATION OF NET INCOME:

It was resolved that the income of the fund be proportionally allocated to members based on the members' daily weighted average balances. The following amounts of income, and related amounts of tax, are to be credited to / debited from member accounts:

	Income	Fund Tax	Conts Tax	Direct Tax
<i>Mr Robert Coupe</i>				
507: Coupe, Robert	249.57	(53.23)	0.00	0.00
508: Coupe, Robert	14,036.36	(2,991.84)	0.00	0.00
510: Coupe, Robert	1,177.96	(251.08)	0.00	0.00
<i>Mrs Sheena Coupe</i>				
509: Coupe, Sheena	77,113.62	(16,436.74)	0.00	0.00

REPORTING ENTITY CONCEPT:

It was resolved that, in the opinion of the trustee, the fund is not a reporting entity because it is unlikely that users exist who are unable to command the preparation of reports tailored so as to satisfy specifically all their information needs.

Therefore, the financial statements for the fund are to be prepared on the basis of the fund being a "non-reporting entity", and will therefore take the form of Special Purpose Financial Reports.

REPORTS AND STATEMENTS:

The Financial Reports consisting of Statement of Financial Position, Operating Statement and Notes to the Financial Statements, Trustee's Declaration, Compilation Report, Auditor's Report and Member Statement for the period ended 30 June 2022 were tabled for consideration at the meeting.

It was resolved that the financial statements be adopted in their present format and that the statement by the trustees attached to the financial reports be signed by the Trustees, stating that:

1. the financial statements are drawn up so as to present fairly the financial position of the fund as at 30 June 2022, the benefits accrued as a result of operations and its cash flow for the year then ended;
2. the financial statements have been prepared in accordance with the requirements of the trust deed and Australian Accounting Standards as noted in Note 1 to the Financial Statements and
3. the fund has operated substantially in accordance with the trust deed and the requirements of the *Superannuation Industry (Supervision) Act 1993 (SISA)*, during the year ended 30 June 2022.

INCOME TAX RETURN:

The completed Self-Managed Superannuation Fund Annual Return for the financial year ended 30 June 2022 was tabled for consideration at the meeting.

It was resolved that:

1. the particulars contained in the 2022 income tax return and the relevant records used to ascertain the taxable income, as shown, derived by the fund from all sources in and out of Australia during the year of income are true and correct and;
2. the fund satisfies the statutory requirements and conditions applicable to be classified as a 'Regulated Superannuation Fund/Complying Superannuation Fund' for the year of income and;
3. the income tax return be adopted in its present format and that the Return be signed by the Trustees.

REVIEW OF INVESTMENT STRATEGY:

The fund's investment performance for the year ended 30 June 2022 and existing investment strategy have been reviewed by the Trustees, after considering:

1. the risk involved in making, holding and realising, and the likely return from, the fund's investments having regard to its objectives and its expressed cash flow requirements;
2. the composition of the fund's investments as a whole including the extent to which the investments are diverse or involve the funds being exposed to risks from inadequate diversification;
3. the liquidity of the fund's investments having regard to its expected cash flow requirements;
4. the ability of the fund to discharge its existing and prospective liabilities;
5. whether the fund should hold a contract of insurance that provides insurance cover for members of the fund; and
6. the effect of the fund's investments on the above requirements and all matters relating to the prudential nature of the investment being continuously monitored, regularly reviewed and to make sure they adhere to fund's investment objectives and relevant legislation.

It was resolved that the aims and objectives of the investment strategy were being achieved and that the said investment strategy requires no further modification or adoption at this time.

TRUSTEE AND MEMBER STATUS:

Each of the trustee(s) confirmed that they are qualified to act as trustee(s) of the fund and that they are not disqualified persons as defined by Section 120 of the S/SA.

Each of the member(s) confirmed that they are a member of the fund and agreed to be bound by the provisions contained within the Trust Deed of the fund (and any subsequent amendments).

AUDITOR:

It was resolved that

Anthony Boys
of

PO BOX 3376
Rundle Mall , SA 5000

act as the auditor of the fund for the next financial year.

CLOSURE:

There being no further business the meeting was closed.

..... Dated:/...../.....

Robert Coupe
Chairperson