

**Minutes of the ANNUAL GENERAL MEETING  
held at The Institution of Structural Engineers  
47-58 Bastwick Street, London EC1V 3PS  
on 15 April 2015 at 5.00pm**

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**PRESENT:** Nick Auger (PRS), Jenny Burridge (MPA-TCC), Terry Casbolt (CONSTRUCT), Kevin Graham (Dunne), Mo Hurch (Dunne), Robin Holdsworth (CONSTRUCT), Adam Holmes (Schöck), Mike Jewell (MDA), Dale Lyon (Leada Acrow), Alastair Maciver (M J Gallagher), Karl Mikowski (Hünnebeck), Joe Mitchell (Mitchellson), Brian Morrisroe ( A J Morrisroe), Alasdair Stables (PERI), Tracey Stafford (CONSTRUCT), Mark Wadsworth (Expanded).

1. **APOLOGIES FOR ABSENCE**

Ignacio Escobar (Lafarge Tarmac), Steve Lillie (Byrne Bros), Julian Maw, Mark Owen (Cemex), Steve Regan (P J Carey).

2. **MINUTES OF PREVIOUS AGM (4 JUNE 2014)**

A typographical error was correct in item 8. The minutes were accepted as a true record and duly signed by the Chairman.

3. **MATTERS ARISING**

It was noted that Alastair Maciver had not become a director due to an administrative oversight. There were no other matters arising.

4. **CHAIRMAN'S REPORT**

The Chairman, Mark Wadsworth, commented on the progress that had been made in our four strategic areas. Tracey Stafford has continued to lead the way in Training and established a new ILM course which is to be repeated in June. With the Sector Specific Training Plan she has increased the participants to 17 and those companies continue to benefit from the better rates of grants. Terry Casbolt has led on Health, Safety and the Environment and has produced a series of visual method statements. Tracey and Terry are working together on Occupational Health issues. Alastair Maciver is heading our Fair Trading efforts which could receive a boost if the proposed merger of NSCC and UKCG goes ahead. Promotion of the use of concrete and its use in frames together with a push to increase our membership are progressing well.

A successful CONSTRUCT day took place in October with over 450 people attending. Much credit goes to Carmen Shead for organising the event.

5. **FINANCIAL REPORT AND ACCOUNTS**

The Secretary distributed the accounts for 2014. He noted that the balance sheet was strengthened by the year's operating surplus. Turnover was up by over £46k due mainly to an increase in subscription income. Expenses were down slightly leading to a surplus of over £53k which brought reserves up to £106k.

6. **APPOINTMENT OF AUDITORS**

Joe Mitchell proposed and Alastair Maciver seconded that Wise & Co continue as auditors. The meeting unanimously agreed.

7. **MEMBERSHIP REPORT**

The Secretary stated that there was one new contractor member: O'Halloran & O'Brien. Parkstone Group had gone into administration and Whelan and Grant had left giving a total of 28 contractor members.

Ten new suppliers had joined - Chryso, Fast Form Systems, Future Vision Financial Planning, Kerry London, Max Frank Ltd, Orpen Design Solutions, Rapid EPS Ltd, Swanton Consulting, Tammet Systems and Tier BIM Consult. Excelentia69 Consultancy Ltd had left..

Total Contractors: 28. Suppliers: 54. Others: 18.

8. **ELECTION OF COUNCIL 2015/16**

Election of Chairman: Unanimously agreed that Mark Wadsworth be re-elected. -

Election of Vice Chairman: Unanimously agreed that Steve Regan be re-elected.

Election of Council Members: It was agreed that the existing members be re-elected en bloc, with Mike Jewell replacing Trevor Harrison for MDA. In addition Kevin Graham (Dunne) was proposed by Mark Wadsworth and seconded by Alastair Maciver to become a Council member. The meeting unanimously agreed.

Election of Secretary: Robin Holdsworth agreed to remain secretary until the end of the year.

9. **ELECTION OF DIRECTORS**

The two existing directors, Neil Mitchell and Mark Wadsworth, were re-appointed. Alastair Maciver was appointed with immediate effect.

10. **ANY OTHER BUSINESS**

There was no other business.

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**A G E N D A**

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1. Apologies for absence
2. Minutes of previous AGM (4 June 2014)
3. Matters Arising
4. Chairman's Report
5. Financial Report and Accounts
6. Appointment of Auditors
7. Membership Report
8. Election of Council 2014/15
  - Election of Chairman
  - Election of Vice Chairman
  - Election of Members
  - Election of Secretary
9. Election of Directors
10. Any other business