

**Minutes of the ANNUAL GENERAL MEETING  
held at RIBA, 66 Portland Place, London W1B 1AD  
on Wednesday, 4 June 2014**

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**PRESENT:** Nick Auger (PRS), Andrew Bourne (Sika), Jenny Burridge (MPA-TCC), Terry Casbolt (CONSTRUCT), Leigh Colton (Harsco), Robin Holdsworth (CONSTRUCT), Dale Lyon (Leada Acrow), Alastair McIver (M J Gallagher), Neil Mitchell (Mitchellson), Mark Norton (Cemex), Tracey Stafford (CONSTRUCT), Mark Wadsworth (Expanded), Chris Willett (Schöck).

1. **APOLOGIES FOR ABSENCE**

Jonathan Dunn (J P Dunn), Ignacio Escobar (Lafarge Tarmac), Colin Hailing (Parkstone), Trevor Harrison (MDA), Steven Large (Cemex), Julian Maw, Brian Morrisroe (A J Morrisroe), Steve Regan (P J Carey), Alasdair Stables (Peri), Brett Wharton (Stanhope)

2. **MINUTES OF THE PREVIOUS AGM (18 April 2013)**

Accepted as a true record and duly signed by the Chairman.

3. **MATTERS ARISING**

There were no matters arising.

4. **CHAIRMAN'S REPORT**

In his first year as Chairman, Mark Wadsworth, reported that our strategy remained broadly the same concentrating on four areas - Fair Trading, with a Seminar to come; Training, where Tracey Stafford is continuing to meet the industry demands and getting more of our members' CITB levy repaid in grants; Health, Safety and Environment, with Terry Casbolt employed to achieve some specific tasks and Promotion where we are striving to increase our membership and the growth of concrete frames.

5. **FINANCIAL REPORT AND ACCOUNTS**

The Secretary distributed the accounts for 2013. He noted that turnover was up by £58k mainly due to an increase in grants from CITB (+£45k). Costs were also up by £41k due to increased staff costs, the Peter Campbell Biennial Lecture and office rental. A small surplus was achieved for the first time since 2009.

Council approved an increase in supplier rate to £1,000/year with effect from 1 January 2015.

6. **APPOINTMENT OF AUDITORS**

Neil Mitchell proposed and Alastair MacIver proposed that Wise & Co continue as Auditors. The meeting unanimously agreed.

7. **MEMBERSHIP REPORT**

The Secretary reported that there were three new contractor members - Kelly Formwork, Midwest Formwork, Toureen Group and that Tamdown Group has re-joined. Corbyn Construction had left giving a total of 29 contractor members.

One new supplier member joined - Selkent Fixings and De Neef has become part of Grace. This gave a total of 42 suppliers.

Two other new members were SR Consultants and Management Services and Square Mile Broking, but we lost Waldeck Associates and Ardent Tide. Alec Dodd became part of R & R Associates.

8. **ELECTION OF COUNCIL 2014/15**

Chairman: Unanimously agreed that Mark Wadsworth be re-elected

Vice Chairman: Mark Wadsworth proposed, Alastair McIver seconded, that Steve Regan be elected. The meeting unanimously agreed.

Members: Agreed that the existing members be re elected en bloc with Andrew Bourne replacing Jeremy Francis as Sika representative and Chris Willett replacing Michael Currier as Schöck representative. In addition, Nick Auger (PRS) was proposed from the Chair and unanimously elected.

Secretary: Unanimously agreed that Robin Holdsworth continue as Secretary.

9. **ELECTION OF DIRECTORS**

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

10. **ANY OTHER BUSINESS**

There was no other business.

An **ANNUAL GENERAL MEETING** will be held on  
**Wednesday, 4 June 2014 at 10.30am**  
at RIBA, 66 Portland Place, London W1B 1AD

**A G E N D A**

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1. Apologies for absence
2. Minutes of previous AGM (18 April 2013)
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