

#### MINUTES OF THE ANNUAL GENERAL MEETING

HELD ON: Friday 15 November 2013 at 11:00 a.m.

AT: The Belfry Hotel, Wishaw, Sutton Coldfield

PRESENT: David Priest Kemtile Ltd (Chairman)

Chris Orme BASF (Vice Chairman) and FeRFA Members and guests as listed in Appendix 1

Helen McGachie FeRFA Chief Executive Officer

Lisa Hennessey FeRFA Secretary

#### 1 INTRODUCTION AND WELCOME

The FeRFA Chairman, David Priest, welcomed all those attending this year's AGM in the Woodlands Suite at the Belfry, particularly members that had joined during the year, Alan Bakalor from the CFJ and the seminar presenters (listed below). He thanked all those present for supporting the AGM – members and also exhibitors for their support of the event.

Apologies received had been noted and recorded.

Following the lunch there were seminars on: CSCS Update: The Competence Scheme is Changing (Gordon Jenkins, CSCS), Quartz and Quartz are different – Formulated Filler Systems for Resin Flooring (Harald Maul MSc, Gebrüder Dorfner GmbH & Co), Working Safe in 2014 (Andy McLachlan, Stallard Kane Associates) and Taint Testing for Resin Floors (Susan Rogers, Campden BRI)

The Awards and NVQ Presentations would be made at the dinner in the evening.

### 2 MINUTES

The Minutes of the Annual General Meeting held on 9 November 2011, having previously been circulated, were agreed by the meeting as a true record of the proceedings.

#### 3 REVIEW OF THE YEAR BY THE CHIEF EXECUTIVE OFFICER

Helen McGachie, FeRFA CEO, presented a review of the year and details of this are available to download from the Members Area of the FeRFA website.

# 4. FERFA PLAN 2013/14

The proposals for the coming year, including budget, were also outlined by the CEO and included in the presentation.

### 5 ELECTIONS

#### 5.1 COUNCIL

The Council consisted of 16 members, which normally comprised: six Manufacturing members, six Contractor members and a maximum of four Associates. The Council was re-elected on an annual basis. Nominations had been received prior to the meeting and the following 15 nominees were elected to the Council for the forthcoming year.

## **Contractor Members**

Scott Burns McDaid Screeding Services Ltd

David Clark Respol Ltd
Bob Davies IRL Group Ltd
Tracey Glew PPC UK Ltd

John Hill SPE International Ltd Nick Megson ACC Flooring Ltd Darren Watkins TPS 360 Ltd

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#### **Manufacturer Members**

Chris Orme BASF Construction Chemicals (UK) Ltd (Chairman)

Mark Bushell Sika Ltd Kevin Cook Altro Floors

Alan Dean Flowcrete Group plc Tom Dossett Remmers Ltd

Tom Dossett Remmers Lt

John Wright Resdev Ltd

**Associates** 

Mike Clarke Protech Plastics Containers Ltd

Emel Jami Innoveo

### This concluded the business of the meeting

#### 6 PRESENTATIONS

A brief summary of the presentations is given below.

# CSCS UPDATE – The competence scheme is changing: what, when, why and how? Gordon Jenkins, CSCS

Gordon gave an overview of recent and upcoming changes to CSCS and what they mean to people working in resin flooring. The developments include the introduction of a formal knowledge based qualification for entry level green cards and acceptance of certain degrees, HNDs and other academic qualifications for the new CSCS AQP card.

# QUARTZ AND QUARTZ ARE DIFFERENT, formulated filler systems for resin flooring Harald Maul Msc, Gebrüder Dorfner GMBH & Co

The differences between quartz sands and the importance of selecting the optimum filler system for the project in hand were explained by Harald. Along with resin products and application technology, aggregates and fillers are an important factor in achieving the right technical properties, consistency on the building site and significantly for bringing down costs.

# THINK SAFE IN 2013 Andy Mclachlan, Stallard Kane

In this light hearted session Andy explored how the Oil & Gas industry in The USA have dramatically reduced accidents by getting their work force to "think safe". This common sense approach steps away from preaching law and legislation, having a much deeper impact on the mindset of a workforce can and will reduce accidents within your business giving you reduced down time and reduced costs through silly accidents.

# FLOORED BY TAINT - how sensory testing can help grow your business Susan Rogers, Campden BRI

Implementing a sensory taint testing programme to ensure your flooring systems do not have the potential to taint is recommended if your products are to be considered food industry friendly. Susan provided a brief outline of the principles and practices of sensory taint testing at Campden BRI.

Circulation: All FeRFA Members Enclosures: Attendance List

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## FeRFA AGM 2013 - Delegates\*

John Lord

Kemtile Ltd

Long Rake Spar

Mapei UK Ltd Mapei UK Ltd

| Telli A Adivi 2013 Delegates       |  |                                 |                           |
|------------------------------------|--|---------------------------------|---------------------------|
| 4Earth Solutions                   | Paul Robson  | McDaid Screeding                | Scott Burns               |
| 4Earth Solutions                   | Andrew Stobbart  | The National Flooring Co Ltd    | Anna Simpson              |
| 4Earth Solutions                   | James Stobbart   | The National Flooring Co Ltd    | Billy Reid                |
| 4m Floors UK Ltd                   | <b>Andrew James</b>                                      | The National Flooring Co Ltd    | Alex Forrester            |
| 4m Floors UK Ltd                   | David Roache   | The National Flooring Co Ltd    | Kelly Goodman             |
| 4m Floors UK Ltd                   | Ron Stanley  | Northern Industrial Flooring    | Mike Robson               |
| Altro Floors                       | Kevin Cook   | The Preparation Group           | Christine Buxton          |
| Blastrac UK                        | Patrick de Groot   | The Preparation Group           | Tracey Glew               |
| Blastrac UK                        | Robert Johnson   | The Preparation Group           | Stephen Walker            |
| Boud Minerals                      | Graham Rushmer   | The Preparation Group           | Peter Riggott             |
| Boud Minerals                      | Petra Planer   | Radlett Consultants / Slip Alei | rt Malcolm Bailey         |
| Campden BRI                        | Susan Rogers   | Radlett Consultants / Slip Ale  | rt Jenny Bailey           |
| Campden BRI                        | Natalie Jinks  | Radlett Consultants / Slip Alei | rt Andrew Stewart         |
| Central Flooring Services Ltd      | Richard Jinks  | Remmers UK Ltd                  | Tom Dossett               |
| Central Flooring Services Ltd      | Kyle Stokes  | Reprotec UK Ltd                 | John Holmes               |
| Central Flooring Services Ltd      | Steve Norman   | Reprotec UK Ltd                 | Stan Howarth              |
| CG Flooring Systems Ltd            | Alan Yuill   | Reprotec UK Ltd                 | Darren Stanley            |
| CITB                               | Alan Wemyss  | Resdev Ltd                      | John Wright               |
| CITB                               | Gerald Kelly   | Resdev Ltd                      | Joan Wright               |
| CITB                               | Lee Cable  | Resdev Ltd                      | Richard Coley             |
| Cobra Insurance Brokers            | <b>Howard Collins</b>                                    | Resdev Ltd                      | Jill Coley                |
| Cobra Insurance Brokers            | Sarah Collins  | Resdev Ltd                      | Mark Spowage              |
| Component Developments             | Kevin Allison  | Respol Ltd                      | David Clark               |
| Component Developments             | Samantha Roberts   | Rotowash Ltd                    | Chris Jones               |
| Contract Flooring Journal          | Alan Bakalor   | Rotowash Ltd                    | Paul Sharps               |
| Countrywide Waste Management       | Steve Hatton   | Ryebrook Resins Ltd             | Tony Hills & Hilary Hills |
| Countrywide Waste Management       | Ben Miller   | Ryebrook Resins Ltd             | Jason Kennedy             |
| Countrywide Waste Management       | David Street   | Senso                           | Andrew Walsh              |
| CSCS                               | Gordon Jenkins   | Senso                           | Alex Dennis               |
| Denholm Industrial Services        | Charles Hackney  | Sika Ltd                        | Mark Bushell              |
| Denholm Industrial Services        | Stacie Farrar  | SPE International               | Paul Geddis               |
| Dorfner                            | Harald Maul  | SPE International               | Kevin Harris              |
| East Coast Flooring                | Jim Cooksey  | SPE International               | Stewart Murray            |
| East Coast Flooring                | Matt Cooksey   | SPE International               | Andy Nightingale          |
| East Coast Flooring                | Phil Bell  | Stallard Kane Associates        | Andy McLachlan            |
| East Coast Flooring                | Jimmy Bache  | Surface Systems Ltd             | Ian Holden                |
| Euro Resin Solutions               | Wayne Rocket   | Top Team UK Ltd                 | John Hill                 |
| Florock Polymer Flooring Solutions | s Dave B Cook  | TPS 360 Ltd                     | Darren Watkins            |
| Florock Polymer Flooring Solutions |  | TPS 360 Ltd                     | Tim Bratcher              |
|                                    | phen Cunningham  | TPS 360 Ltd                     | Bruce Allen               |
| Gyvlon Ltd                         | Andy Hone  | Ultrasyntec Ltd                 | Lee Sunderland            |
| HTC Floor Systems Ltd              | Mark Jackson   | Ultrasyntec Ltd                 | William Hoyle             |
| Huntsman Polyurethanes             | James Hoyland  | Uzin Ltd                        | Daniel Leeson             |
| Huntsman Polyurethanes             | Ian Rimmer   | Uzin Ltd                        | Sharon Hart               |
| Industrial Floor Treatments Ltd    | Edward Chambers  | VI Distribution                 | Mark Clarke               |
| Industrial Floor Treatments Ltd    | Kieran Docherty  | VI Distribution                 | Helen Jones               |
| Industrial Floor Treatments Ltd    | Gordon Monteith  |                                 |                           |
| Innoveo                            | * this list includes those delegates who signed register |                                 | es who signed register    |
| Instarmac                          | Karl Brannigan   |                                 | J <del>D</del>            |
| IRL Group Ltd                      | Bob Davies   | FORFA                           | Taum. Faul                |
| John Lord                          | Mark Hunter  | FeRFA                           | Terry Foxley              |
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FeRFA Terry Foxley
Helen McGachie
Lisa Hennessey

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Alex Holdway

Richard Maughan Chris Orme

**David Priest** 

Steve Price