



## **UK WEIGHING FEDERATION**

### **EXTRAORDINARY GENERAL MEETING, ANNUAL GENERAL MEETING & REGIONAL MEETING**

**THURSDAY 29<sup>TH</sup> June 2017  
AT 1.30pm  
ROYAL YORK HOTEL, YORK, UK**

### **AGENDA**

#### **Extraordinary General Meeting**

Amendment to clauses within the Memorandum and Articles of Association

#### **Annual General Meeting**

1. Apologies for absence
2. Minutes of the 16<sup>th</sup> Annual General Meeting held on Thursday 20<sup>th</sup> October 2016
3. Vice President's Report 2016/2017
4. Treasurer's Report and to consider the following Resolution:  
"That the Annual Accounts and Auditors Report for the year to 31<sup>st</sup> December 2016 be adopted."
5. Officers and Board of Directors elections
6. Re-appointment of Auditors

"To re-appoint dng. Dove Naish, Chartered Accountants of Eagle House, 28 Billing Road, Northampton, NN1 5AJ as Auditors for the following year."

*Afternoon Coffee break*

#### **Regional Meeting**

1. Technical Officer's Report
2. Afternoon Speaker – Mannie Panaser, RD
3. Quality, Skills and Marketing Workshops

**Marketing sub-committee** are looking at Internal marketing to members, External marketing to consumers, External marketing to new members and marketing to associated trade bodies. We would like to take this opportunity to get the views of members on some specific areas

- a) UKWF website – what information would you like to see on the website for both End Users or Members
- b) Marketing to end users and how best to do this
  - a. Magazines – what would be the right publications ? If UKWF produced PR pieces would you forward them to your local press to see if we can get them published ?
  - b. Trade shows – Which are appropriate and what UKWF promotional material should be available for use at these events by members and the federation.



### **Skills sub-committee**

The focus to-date of the sub-committee has been whether or not it is possible to create a nationwide Apprenticeship scheme. We believe that it is possible, but we have a meeting planned with the National Physical Laboratory (NPL) before the AGM, which will help us formulate our options better. At the Skills workshop, we would like to introduce you to the sub-committee team, explain where we are at with regards to our Apprenticeship journey, identify from our members who would be looking to make use of this service, the likely quantity of apprentices and review the pros/cons of block distant learning versus on-line.

### **Quality sub-committee**

The quality committee is developing a new Code of Practice on Automatic Weighing. The existing NAWI code is also being amended to include annual calibration. Both the new Automatic Code and the existing NAWI Code are proposed to include requirements for internal procedures for calibration of weights and periodicity of calibration of weights. The committee would value members input and feedback.

As a number of sessions are being run concurrently we appreciate you have to choose which one to attend. The committees would welcome your thoughts ahead of the meeting by email to [admin@ukwf.org.uk](mailto:admin@ukwf.org.uk)

4. Any Other Business
5. Next Meeting