

**UK WEIGHING FEDERATION**  
**PRIVATE & CONFIDENTIAL**

Minutes of the tenth Annual General Meeting of the UK Weighing Federation, held on Thursday, 14<sup>th</sup> October at the Institution of Mechanical Engineers, Westminster, at 15:00. This meeting also included a Regional Meeting.

Present:	Jeremy Sage (JS)	Stringer & Co (Scales) Ltd	President
	Jim Harper (JH)	Avery Weigh Tronix Ltd	Vice President
	Derek Christie (DC)	D Brash & Sons	Treasurer
	Peter Williams	Avery Berkel	
	John Coughlan	Avery Weigh Tronix Ltd	
	Stuart Stimpson	Avery Weigh Tronix Ltd	
	Brian Spink	AWM Ltd	
	Alan Bolton	Bizerba (UK) Ltd	
	Gareth Roberts	Flintec UK Ltd	
	Joe McGuire	H Fereday & Sons Ltd	
	Richard Herbert	The Herbert Group	
	Steve Hart	Ian Fellows Ltd	
	David Jagger	Jagger & Jagger	
	Edwin White	John White & Son (Weighing Machines)	
	Mike Nettleingham	Kent Scale Company	
	Neil Dean	Kent Scale Company	
	Kevin Stevens	Kent Scale Company	
	Richard Black	Marsden Weighing Machine Group Ltd	
	Nicholas Watts	Metroweigh Ltd	
	Daniel Hills	Metroweigh Ltd	
	Brian Johnson	Mettler Toledo Ltd	
	Mark Purle	Mettler Toledo Ltd	
	Gordon Norman	Nesco Weighing Ltd	
	John Swinburne	Precia-Molen UK Ltd	
	Andrew Allison	Sartorius Mechatronics UK Ltd	
	Matthew Capstick	Sartorius Mechatronics UK Ltd	
	Colin Milton	Sartorius Mechatronics UK Ltd	
	Gareth Owen-Jones	Sartorius Mechatronics UK Ltd	
	Andrew Vaughan	Sartorius Mechatronics UK Ltd	
	George Christie	Seca Ltd	
	Jock Plank	Seca Ltd	
	David Ayling	Straightpoint (UK) Ltd	
	Geoff Stringer	Stringer & Co (Scales) Ltd	
	Roy Taylor	Vandome & Hart Ltd	
In attendance:	John Anthony (JA)	LMCS	Technical Officer
	Martina Farragher	BHETA	Secretariat
	Ian Turner	Central Bedfordshire Council	
	Bob Stannard	IMechE	
	Nick Williams	Conformance Ltd	

## **1. Welcome & Introduction**

Jeremy introduced Bob Stannard to say a few words and to welcome everyone to the Institution of Mechanical Engineers. Bob is the Immediate Past Chairman of the Process Industries Division.

Bob gave a presentation on the IMechE, which can be located on the UKWF Website.

Jeremy advised the members that he will be speaking to Bob further about the benefits of the IMechE and UKWF working together.

## **2. Apologies**

Apologies had been received from 91 people. The following companies sent their apologies:

AB & Sons Ltd	Ken Hodgson Scales Ltd
A2 Scales Ltd	Marel Food Systems Ltd
Accurate Weight Co Ltd	Maynewood Systems
Accuweigh	Measurements Systems Consultancy
ADF Scale Co Ltd	Norfolk Trading Standards
Autoweigh Scales (UK) Ltd	Precision Instruments
Avon Scale Company Ltd	Proweight Ltd
Axle Weight Technology Ltd (Axtec)	Reuben Heaton Ltd
Berry Weighing Ltd	Rontec Ltd
Bristol Scale Service Co (BSS Weighing) Ltd	S Turier & Sons Ltd
Central Weighing Ltd	Salter Brecknell
Chronos Richardson Ltd	Scaleways (Leicester) Ltd
County Scales Ltd	Scotweigh
Coventry Scales	Select Scales
Dataweigh Systems Ltd	Sensor Techniques Ltd
Delta Scales	Shering Weighing Group Ltd
Design Initiative Ltd	Stevens Group Ltd
EH Oakley & Co Ltd	Tanita Europe BV
Espera Scales Ltd	Toshiba TEC Europe Retail Information Systems
Fisher Scales	UK Inspection Systems Ltd
GA Wedderburn & Co Ltd	Variohm Eurosensor Ltd
Globeweigh UK Ltd	Vishay Measurements Group
Hawkley Group Ltd	Weightron Bilanciai Ltd
Health Weigh Services Ltd	Wessex Scales & Food Machinery
Hereford Scale Co	Westco Bilanciai Ltd
HK Process Measurement	WR Simpson & Son Ltd
JA Lorrimar & Co	

## **3. Minutes of the last Annual General Meeting**

The minutes of the 9<sup>th</sup> Annual General Meeting held on 15<sup>th</sup> October 2009, which had previously been distributed, were proposed as being approved by John Swinburne and seconded by Matthew Capstick as being a correct record; this was unanimously agreed.

## **4. President's Report**

"My two years as President seem to have passed incredibly quickly, but what a two years they have been.

Externally, we have had the recession that I know I don't need to remind anyone of. We have also had a change in government, changes at NMO, the emergence of the LBRO, and the weights and measures reform that never was.

Within the Federation, during that period of time we have had several changes of secretary and we have also had to face the fact that John will eventually want to retire from the weighing industry.

However, the Federation is prospering; we are in a good position financially and with more members than we had 2 years ago and I would like to think that we are now in a position of stability. Martina has been in the role for six months and has settled in very well and we have succession plans in place for our technical officer – more of which later.

The coming years will undeniably remain a challenge. At a European level we need to persuade national authorities to take market surveillance seriously. Domestically, there are the inevitable government cuts and no great appetite for weights and measures enforcement. And I think a really important factor is that members are all under day to day commercial pressure. I firmly believe that the Federation is as important as ever. For many of the issues that we now face we need to act as an industry and there are potential opportunities as the enforcement community has its resources reduced and other priorities thrust upon it.

I would like to finish by saying thank you. To Martina, to John and to the rest of the board; I think it is important to remember that they provide their time over and above the day job. I would particularly like to thank past presidents for their advice. And finally thank you to members for their support.”

Derek Christie proposed and Richard Herbert seconded that the President's Report be formally adopted; this was unanimously agreed.

## **5. Annual Accounts 2009**

The Treasurer, Derek Christie, reviewed the accounts for the year to 31<sup>st</sup> December 2009; which had previously been distributed.

“The turnover for the year of £80,614 is similar to 2008 although within that subscriptions and entry fees have fallen by £3,500.

The fall in interest rates has resulted in a substantial fall in interest and this will continue throughout the year.

Expenditure at £77,667 has decreased by £3,000.

The overall surplus of the year is £3,918 compared with some £7,000 the previous year. As shown on the balance sheet, the end of year surplus after tax has resulted in our Net Assets standing at £166,069, compared to £162,974 the previous year.

The accounts were approved by the Board of Directors on 22<sup>nd</sup> April 2010.”

Derek Christie proposed that the Accounts and Auditors Report for 2009 are formally adopted. Peter Williams seconded the decision and this was agreed unanimously.

## **6. Officers & Board of Director Elections**

### Board of Directors

According to the Memorandum and Articles of Association at each Annual General Meeting three Directors shall retire from office by rotation but are eligible for re-election. As reported in the letter to all members, dated 30<sup>th</sup> September 2010 these are:

Jeremy Sage	Stringer & Co (Scales) Ltd
David Ayling	Straightpoint (UK) Ltd
Peter Williams	Avery Berkel

During the course of the year, Carl Rogers of S Turier & Sons resigned and John Swinburne of Precia-Molen UK Ltd was co-opted by the board. John Swinburne is now subject to formal election.

All Directors subject to election or re-election have expressed their willingness to stand.

The following Directors remain in office:

Jim Harper	Avery Weigh Tronix Ltd
Derek Christie	D Brash & Sons Ltd
Richard Herbert	Herbert Group Ltd
Steve Hart	Ian Fellows Ltd
Mark Purle	Mettler Toledo Ltd
Matthew Capstick	Sartorius Mechatronics UK Ltd

With the total number of persons nominated for election or re-election not exceeding the maximum permitted number of Directors, it has not been necessary to hold a postal ballot.

The proposal, therefore, is that the three Directors retiring by rotation are re-elected and that John Swinburne is elected. This was seconded by Richard Herbert and unanimously carried.

### Officers

The Officers, according to the Memorandum and Articles of Association are recommended for election at the AGM by the Board of Directors.

#### a. President

The Board of Directors had duly nominated Jim Harper from Avery Weigh Tronix for election as President. This was seconded by Derek Christie and unanimously carried.

Jeremy congratulated Jim on his election and invested him with the Chain of Office.

#### b. Vice President

For the post of Vice President, the Board had nominated Jeremy Sage from Stringer & Co (Scales) Ltd. The proposal was seconded by Matthew Capstick and unanimously carried.

#### c. Treasurer

Derek Christie from D Brash & Sons Ltd has been nominated for re-election as Treasurer. The proposal was seconded by Richard Herbert and unanimously carried.

### Manufacturer's Representatives

It was recorded that the three positions open to manufacturers would be represented by Mark Purle, Richard Herbert and Matthew Capstick.

## **7. Re-Appointment of Auditors**

Jim Harper, as newly elected President, proposed that dng Dove Naish of Eagle House, 28 Billing Road, Northampton NN1 5AJ be re-appointed as Auditors to the Federation for the coming year. This proposal was seconded by Derek Christie and agreed unanimously.

## **8. Close of Annual General Meeting**

Jim declared the AGM closed and opened the Regional Meeting.

## **9. Technical Update**

John Anthony gave a presentation to the members on a number of topics, which can be found on the website.

The following questions were raised by the members:

- Q. One member had never had any contact from a TSO until this year, and has now had contact from 6 TSO's.
- A. This was discussed and John Anthony remarked that the coverage is very patchy and inconsistent.
  
- Q. There was an article in the press regarding problems with jewellery scales and the article said that most errors were in favour of the customer.
- A. This was discussed and agreed that more inspection was required.

## **10. Technical Officer Succession Plans**

Jim advised the members that John Anthony was due to retire in 12 months time. Therefore, the Board have agreed a successor for the role, in Ian Turner. Jim invited Ian to say a few words.

Ian explained that he is currently the Chief Inspector of Weights & Measures for Bedford Council. He has also been a LACORS Advisor and the officer responsible for issuing guidance notes.

In addition, Ian is the Chairman of the WELMEC Working Group 5, is responsible for editing and updating the legal textbook O'Keefe; The Law of Weights and Measures and is an auditor for both Self Verification Systems and Quality Systems for NMO.

Jim advised that Ian will be available after the meeting if members would like to ask any questions.

Jim believes that in the 20 years John has been Technical Officer, he has taken the Federation where it needed to go and thanked him for that.

Ian will be working closely with John between now and next year and there will be a further update in the April Regional Meeting, but it is anticipated that Ian will be appointed as Technical Officer at the AGM in 2011.

## **11. Open Seas**

Richard Herbert organised an interactive session with a company called Open Seas and gave a presentation to the members on a system they use called Miracle Service. This presentation can be found on the website.

Geraint Meredith and Bernard Lovell presented on the Miracle Service system, remotely, which included:

- Tracking a customer
- Opening and closing a call
- Preventative maintenance
- Inventory control
- Web access

The following questions were raised by the members:

Q. Is there a demonstration on your website?

A. Yes, you can get a free trial for 30 days.

Q. You showed how to view and close down a call. Does that mean that if you do not have access to the web, you can't close a call down?

A. If you do not have access to the internet you cannot use the web feature, but there is also a text feature available and can also be linked with PDAs. You can also use the traditional method of phoning the head office to ask them to close the call down for you.

Q. Can you allocate specific certificates to customers?

A. You could purchase something called 'report designer', which would allow you to design and customise documents (e.g. certificates) and apply them to the relevant customers.

Q. Can you see a list of engineer jobs in diary format?

A. You can view the visual scheduler to see day-by-day jobs by area, technician etc. You can also drag and drop calls around to an alternative day if required.

Q. Is the software available for outright purchase or pay as you go?

A. Miracle would need to be purchased as a base package. You can then build up the database with additional elements.

It is also hosted by your own network.

The host can be installed on every PC, but can only be used by one person at a time.

You can buy additional hosts if required.

Q. Can you populate Miracle using Sage?

A. Yes, there is a CSV download facility. You can also do this from excel spreadsheets.

Q. Can you give a guide price?

A. The cost for a single user, which includes equipment management, is £1,000 for the 1<sup>st</sup> user and £500 for every additional user licence. There is an annual running cost of 20% for support and updates.

Q. Does the software support SLA agreements with customers?

A. You can pick and change how contracts can be sold and categories can be dictated.

Q. Can you measure engineers productivity, for example measuring expected costs vs. actual?

A. Geraint was not sure, and advised that he would investigate this and let us know.

## **12. Conformance Ltd**

Jim introduced Nick Williams from Conformance Ltd to give a presentation on the machinery directive and the associated regulations.

This presentation is also available on the website.

The following questions were raised by the members:

Q. If a product is manufactured under the machinery directive, is it automatically compliant?

A. The vast majority of machinery will be self verified.

Q. Is there an easy defined list of what directive is required for the different types of machines?

A. If you refer to the Conformance website, go to the link Annex 1.

Q. If a machine is powered by a mains adaptor, does it come under the low voltage directive?

A. Assuming that it does not come under the machinery directive, it would be yes.

Nick advised that he will be available to answer any questions after the meeting or members could call him at the office (contact details are shown on the presentation). He will try and answer the query on the phone, but if this is not possible then he wanted to make members aware then there would be a charge.

## **13. Meeting Ends**

Jim thanked everyone for attending, and as there was no other business, declared the meeting closed.

Signed \_\_\_\_\_  
Date \_\_\_\_\_