

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

Minutes of the thirteenth Annual General Meeting of the UK Weighing Federation, held on Thursday, 10<sup>th</sup> October 2013 at The National Railway Museum in York at 14:00. This meeting also included a Regional Meeting.

Present:	John Swinburne (JAS)	Precia-Molen UK Ltd	President
	Jim Harper (JH)	Avery Weigh-Tronix Ltd	Vice President
	Derek Christie (DC)	D Brash & Sons	Treasurer
	David Ayling	Straightpoint	
	Kevin Cartwright	Avery Berkel	
	Mike Neal	Sartorius	
	Richard Herbert	Herbert Group Ltd	
	Jeremy Sage	Stringer & Co	
	Steven Hart	Ian Fellows Ltd	
	Julian Hope	Herbert Group Ltd	
	Mike Scott	Avery Weight-Tronix Ltd	
	Daniel Clemente	Design Initiative	
	Howard Wood	Maynewood Systems	
	Phil Webb	Mettler Toledo Ltd	
	George Christie	Seca Ltd	
	Samuel Jones	Precision Instruments	
	Alan Jones	Precision Instruments	
	Brian Rex	Nesco Weighing Ltd	
	Gerry Burnham	Accuweigh	
	Lyn Burnham	Accuweigh	
	Lucy Prosser	Positive Weighing Solutions Ltd	
	Nick Catt	Weightron Bilanciai	
	Emlyn Roberts	Weightron Bilanciai	
	David Fereday	H. Fereday & Sons Ltd	
	Chris Buck	Lorrimar Weighing	
	Steve Cox	Dini Argeo UK Ltd	
	Mike Glew	Bizerba (UK) Ltd	
	Roy Taylor	Vandome & Hart Ltd	
	Brian Heath	Vandome & Hart Ltd	
	Ian McVicar	Scotweigh	
	Linda McVicar	Scotweigh	
	Dan Hills	Metroweigh	
	Nick Watts	Metroweigh	
	Graham Spink	AWM Ltd	
	Edwin White	John White & Son (Weighing Machines) Ltd	
In attendance:	Ian Turner (IT)	Technical Officer	
	Martina Farragher	Secretariat	
	Nicola Adams-Brown	Secretariat	

**1. Welcome & Introduction**

JAS welcomed everyone to The National Railway Museum, York and went through some general housekeeping points.

## **2. Apologies**

Apologies had been received from 29 people. The following companies sent their apologies:

AB & Sons Ltd  
Accurate Weight Co Ltd  
Axle Weight Technology Ltd (Axtec)  
Berry Weighing Ltd  
Bristol Scale Service Co (BSS Weighing Ltd)  
County Scales Ltd  
Flintec UK Ltd  
Globeweigh UK Ltd  
Inspiron Labelling Solutions Ltd  
Kent Scale Co  
Legal Metrology Consultancy  
Marel GB Ltd  
Marsden Weighing Machine Group Ltd  
Mersey Weigh  
Reuben Heaton Ltd  
Sensor Techniques Ltd  
Stevens Group Ltd  
Tanita Europe BV  
Variohm Eurosensor Ltd

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

The minutes of the 11<sup>th</sup> Annual General Meeting held on 11<sup>th</sup> October 2012, which had previously been distributed, were proposed as being approved by Chris Buck and seconded by Jim Harper as being a correct record; this was unanimously agreed. They were formally signed by the President.

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

Good morning and welcome to our 2013 autumn meeting here at The National Railway Museum. This is a particularly appropriate venue, where in common with our own industry success was built on engineering excellence, and in particular for the rail industry during the steam era when we lead the world. The rail industry has also witnessed great change, but perhaps an industry that did not adapt well enough or quickly enough to change and as a result the industry has not prospered, a lesson to us all and a path we all must avoid.

The UK economy continues its slow recovery, latest government statistics show a year on year increase in GDP in terms of volume of 0.7%, inflation (CPR) is currently 2.7% and unemployment has fallen over the year from 7.9% to 7.7%, all good signs that confidence is returning to industry, I hope that the same industry confidence is being reflected in your business activities and your order books.

Today marks the end of my first year as your President – where have the months gone..... it has been a busy, but in many ways a frustrating year. I have no wish to steal Ian's thunder, but old chestnuts such as EN45501, definition of manufacturer, re-verification following repair, control of software and even market surveillance will still feature in his presentation, and although progress has been made on these and other relevant topics,

at times the result and or progress made does not match the effort applied – perhaps Government or the legislators do not understand the principle of levers! But enough of any negativity – the positives:

At the April meeting we brought to your attention the proposal to remove the mandatory “Metrology Certificate” from a Trading Standards Officer’s Qualification and replace it with the more “General” examination. The Federation argued that this represented a further dilution of “Expertise” within the service. I am pleased to advise that we have been successful and that the Metrology Certificate will remain.

The control and/or removal of non-compliant instruments from our market place is a key priority for our industry. Throughout this year we have continued to lobby and press our case for the need for effective market surveillance. We have held meetings with Malcolm Harbour, MEP and the Chair of the Single Market Committee and other civil servants in this regard. Last month we were host to the WelmeC WG5 meeting. WG5 is concerned with market surveillance. This was the first meeting hosted by a Weighing Association, it attracted 35 delegates from countries throughout Europe and provided us with the opportunity to address the meeting and set out at first hand the importance our industry places on their activity.

As you are aware, the UKWF is an active member of CECIP and Market Surveillance is also recognised as a priority throughout Europe. In fact it has been agreed to increase the funding of CECIP by all the member associations to enable even greater focus and activity in this area.

May I take this opportunity to thank my fellow board members for their hard work and contribution throughout this past year and in particular to Ian Turner our Technical Officer who is always very enthusiastic, informative and helpful whatever the topic.

And finally, to the companies that I have visited during the year, thank you for your hospitality, but especially for your feedback, comments and views on a variety of topics – it is much appreciated. To those who have escaped so far ..... have the kettle handy, I may be knocking on your door soon.

Thank you for your attention.

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

## **5. Annual Accounts 2011**

The Treasurer, Derek Christie, reviewed the accounts for the year to 31<sup>st</sup> December 2012; which had previously been distributed.

Derek advised that the accounts and auditors report had been previously issued to members. In that report, on page 6 you would see that the profit and loss showed turnover for the year as £89,752 with expenses of £76,904.

Page 10 detailed analysis of turnover, with total turnover for 2012 being £93,644, an increase from the previous year which was £80,848. Total expenses for 2012 were £76,611, an increase from the previous year which was £74,757. The net surplus for 2012 was £16,740.

Page 6 detailed the taxation charged.

The balance sheet on page 7, detailed in hand assets as £189,591 compared to £176,199 for the previous year.

The Auditors report was shown on pages 4 & 5.

The accounts were approved by the Board of Directors on 11<sup>th</sup> July 2013.

Derek Christie proposed that the Accounts and Auditors Report for 2012 were formally adopted. Richard Herbert 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 23<sup>rd</sup> September 2013 these were:

David Ayling	Straightpoint (UK) Ltd
Jeremy Sage	Stringer & Co (Scales) Ltd
John Swinburne	Precia-Molen UK Ltd

During the course of the year, Mr Matthew Capstick of Sartorius Ltd resigned.

The following Directors remained in office:

Kevin Cartwright	Avery Berkel
Derek Christie	D Brash & Sons Ltd
Jim Harper	Avery Weigh-Tronix Ltd
Steve Hart	Ian Fellows Ltd
Richard Herbert	The Herbert Group
Mark Purle	Mettler-Toledo Ltd

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

In addition, we received one new nomination for election to serve on the Board of Directors. This was Mr Nick Catt of Weightron Bilanciai Ltd. Proposed by John Swinburne of Precia-Molen UK Ltd and seconded by Jim Harper, of Avery Weigh-Tronix Ltd.

Nick has been working in the weighing sector for 26 years, starting life as a service technician with Weighing Machine Services at the age of 16. In 1988 he moved with four other people to the newly formed Weightron UK Ltd. When Bilanciai bought the majority shareholding in 1998 Nick moved to a sales role. From 2004 Nick began supporting the then Export Manager in Bilanciai Italy and in 2006 he became the managing Director of Weightron Bilanciai and together with the team at Weightron began to build one of the leading companies in industrial weighing in the UK today. In 2009 Nick became the Export Manager for the parent company group Societa Cooperative Bilanciai splitting his time between the UK, Italy and the rest of the world. In three years a new export team has been built expanding the coverage globally. In between all of this, Nick is married with two children, has been a governor at school for seven years and a trustee of a children's charity for nine years.

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

The proposal, therefore, was that David Ayling, Jeremy Sage, John Swinburne and Nick Catt were all duly elected. This was seconded by Richard Herbert and unanimously carried.

### Officers

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

a. President

The Board of Directors had duly nominated John Swinburne from Precia-Molen UK Ltd for election as President. This was seconded by Jeremy Sage and unanimously carried.

b. Vice President

For the post of Vice President, the Board had nominated Jim Harper from Avery Weigh-Tronix Ltd. The proposal was seconded by Lynn Prosser and unanimously carried.

c. Treasurer

Derek Christie from D Brash & Sons Ltd had 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 Jim Harper of Avery Weigh Tronix, Richard Herbert of The Herbert Group and Mark Purlé of Mettler-Toledo.

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

John Swinburne 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**

John Swinburne declared the AGM closed and opened the Regional Meeting.

## **Regional Meeting**

### **1. Technical Update**

John Swinburne (JAS) introduced Ian Turner, Technical Officer for the Federation.

Ian Turner (IT) gave a presentation to the members on a number of topics, which can be found on the website.

IT explained that the UKWF needs to understand the views of the members, so if they are different to the views of his own, then he needs to be made aware of them.

### EN45501

IT explained that the standard had been sent back to CEN for translation and formatting and IT estimated that it may be published early next year, when a three month voting period would begin. This would then be followed by a transition period and discussions were being held on the length of this period. IT explained that the commission were pushing for a short or no period.

Q. Julian Hope enquired if 3vpm could continue to be used in the transition period?

A. IT advised use of 10vpm where possible.

Q. Mike Glew enquired whether the accreditation bodies were in agreement with this.

A. IT replied that the NMO had stated you can continue to use until the 3vpm certificate until it expired.

### Blue Guide

IT confirmed that the latest draft of the Blue Guide had now been published. This appeared to be a positive update to reflect the new obligations of the New Legislative Framework. IT stated that chapters 1-3 outlined these obligations, chapter 5 outlined the requirements of notified bodies and chapter 7 outlined the procedures for the safe guard which members needed to be aware of.

Q. Mike Glew asked if Trading Standards have a view on the centralisation of enforcement officers.

A. IT confirmed that Trading Standards would not necessarily agree with our view but we should accept that Trading Standards does not necessarily meet the needs of our members.

### Product Safety and Market Surveillance Package

IT confirmed that the draft of the Regulations had been published. This was based on market surveillance of issues that related to the protection of health and safety.

Q. Chris Buck enquired whether periodic verification had come into the talks.

A. IT confirmed it had, but there needed to be more focus on better areas than periodic verification. Jeremy Sage stated that everyone would love to but the likelihood is slim. IT stated that there was sense and a link with periodic verification and marketing surveillance but no-one would support it.

### WELMEC WG2

IT confirmed that he had attended this meeting. Requirements relating to weighing instruments were discussed, together with ticket printers on EPOS systems, fully automated weighbridges and automatic weighing instruments, requirements for weighing instruments used on ships and requirements for testing on-board weighing instruments.

Q. Jim Harper stated that he would like to see the details of the document related to weighing on board ships.

A. IT replied that this came under EU Fishing Regulations which stated legal and controlled equipment.

Q. Brian Rex enquired regarding traceability on ships

A. IT stated that this requirement was in the Fishing Regulations but we must comply with the NAWI Directive regardless of where they are used.

### Draft Consumer Rights Bill

IT was pleased to report that the UKWF have been successful with their lobby to keep the statutory exam for Inspector of Weights and Measures. IT reported that it was likely to be made an obligation for inspectors to serve two days' notice before using powers of entry, this notice would be in writing and given by an Officer of the enforcer.

- Q. Mike Glew enquired of the Trading Standards' views and if they were the same as the UKWF
- A. IT stated yes it was, and IT went on to further explain the "Big Conversation".
- Q. David Fereday stated that with regards to medical scales there was an agreement with certain manufactures that operators could self-verify each other's equipment that was under contact, which would negate the need for TSI to re-verify.
- Q. Nick Catt asked the view of UKWF with regard to single point calibration.
- A. IT stated that its advice was to calibrate in-line with the UKWF Code of Practice.
- Q. Nick Catt asked if the UKWF would challenge the problem of single point calibration.
- A. IT replied that if the UKWF Code of Practice is obligatory some companies may carry on with single point calibration. The question should be asked, is it better to attempt to raise standards to an acceptable standard or leave the issue alone?
- Q. Nick Catt stated that single point calibration did not make sense and was driven by the NHS.
- A. IT stated he had experienced difficulty attempting to find a resolution with the NHS as it came under Local Authorities and there was no central point of contact. Either pressure could be put on member companies to comply or leave the issue. If you supplied scales then members must comply with UKWF Code of Practice for calibration.
- Q. Nick Catt stressed that it was important to raise standards.
- A. IT confirmed that the UKWF were looking at a Code of Practice for medical scales.
- Q. Jeremy Sage felt the suggested two days' notice to be given by an inspector would dilute enforcement and that the UKWF would write letters to local MP's to confirm this matter.
- A. IT stated that he could provide a template letter and encouraged members to write to their own local MP to move this issue up the parliamentary agenda.

## **2. Chris Smith**

JAS introduced Chris Smith from the National Measurement Office who spoke about the RoHS Directive and how it would affect everyone and covered NLF, RoHS2, Scope, Regulated Entitis, CE and DoCs and Offences.

- Q. David Fereday asked what RoHS stood for?
- A. Chris Smith (CS) confirmed it stood for Restriction of Hazardous Substances.
- Q. Lucy Prosser enquired if a public weighbridge was driver operative would this need to comply in 2019.
- A. CS replied as the weighbridge required an operative then this would need to comply in 2014.

- Q. Jim Harper asked CS to explain a non-fixed weighbridge.  
A. CS explained this was a weighbridge that could be moved.
- Q. Jim Harper pointed out that a weighbridge was fixed when in use.  
A. CS stated that some weighbridges could be moved to other locations.
- Q. Lucy Prosser asked what the motivation was for RoHS2.  
A. IT stated it was for health and safety reasons.
- Q. David Fereday asked if RoHS would be monitoring.  
A. IT replied that it was an enforcement issue, the same as Environmental Health, etc.
- Q. Mike Glew asked CS to clarify the definition of a professional, was the driver of a vehicle a professional?  
A. CS stated that a driver of a vehicle was a professional. It was someone who was an employee of an organisation and was employed to use the equipment.

IT clarified that an industrial instrument would be a stand-alone NAWI on a supermarket deli-counter. CS stated if this instrument was used by deli-counter staff, it would be deemed industrial and would therefore be required to comply in 2017. CS commented that scales used by a customer to weigh fruit/vegetables before the cashier weighed them would be required to comply in 2014.

- Q. Julian Hope enquired if the years stipulated, 2014, 2016, 2017, 2019, would relate to the date the products were put on the market or the date they were installed.  
A. CS stated that it would be deemed that the manufacture date would be the same as the installation date. CS advised that a supplier should not have a warehouse with 2-3 months' worth of stock when the regulations come into force.
- Q. Jeremy Sage commented on the regulations relating to the directive and the fact that there were no prosecutions. How will the enforcement of these regulations work? Jeremy was concerned with non-compliant products coming from the EU and asked how we could continue to work on a level playing field?  
A. CS stated that enforcement was built on a Trading Standards style model. The difference with RoHS was that they had a dedicated team carrying out this work with a budget allocated to enforcing RoHS. This team would also be required to develop a marketing surveillance report. CS stated that high risk retailers, such as ebay, etc would have more focus and lower risk retailers, such as mobile telephone retailers, would receive less focus.
- Q. Jim Harper enquired how the enforcement would be accessed and would this be target driven.  
A. CS responded that there would be performance targets and reports generated to list work carried out.
- Q. Lucy Prosser asked how introducing another piece of legislation and enforcement would help.  
A. CS replied that RoHS had a number of environmental conditions and would have to limit the amount of hazardous substances in the market place. It would mean that distributors would have to distribute products that were compliant.

- Q. Nick Catt asked if this had been taken at face value. Nick stated that he had visited manufactures in China and if you asked them to produce a paper stating that they complied with RoHS2 they would, but how would this be enforced?
- A. CS stated that a testing regime would be put in place and £40k worth of products would be bought and tested.
- Q. Nick Catt enquired if this would include weighing instruments and at what percentage.
- A. CS confirmed it would include weighing instruments, however, bathroom scales were already covered by Scope since 2008. Retail scales would be inspected in the future.
- Q. Jeremy Sage enquired if there was an alternative to the lead wire seal.
- A. CS stated that after next year it could not be used. There would be a maximum concentration of 1,000ppm of any individual sample. CS commented that the FEF were looking at an alternative seal. IT stated that this would be included as an agenda item at the Ad-hoc Meeting.

### 3. **Mark Chapman**

JAS introduced Mark Chapman who was to explain the importance of getting our Search Engine Optimisation right. A copy of Mark's presentation can be found on the website.

- Q. Mike Neal commented that social media appeared low on the list of effect SEO's.
- A. Mark Chapman (MC) confirmed that the results shown were in relation to business to business.
- Q. Lucy Prosser asked for confirmation that Google had recently changed its algorithm.
- A. MC confirmed that Google had recently refreshed and updated their algorithms.
- Q. Richard Herbert asked about business to client and business to business.
- A. MC stated that business to business was harder as you had to predict what users would search for. Most potential customers would have viewed a company's website but how did they get there? Google analytics would confirm touch points.
- Q. David Ayling asked if banner advertisements were affective.
- A. MC stated that banner advertisements were initially an interest piece.

### 4. **Bob Gwynne**

JAS introduced Bob Gwynne, an Assistant Curator at the National Railway Museum, whose presentation regarding The Mallard Locomotive included:

- Norman Gresley designed The Mallard Locomotives.
- Gresley's vision was to develop a high speed east coast mainline.
- The high speed network became a commercial success
- The last Mallard locomotive was taken out of service in the mid-1960's.

**5. Meeting Ends**

JAS asked members that if they would like a particular subject covered at any Regional Meeting, to email UKWF and we would research this and find a speaker.

JAS thanked members for attending and reminded everyone about the dinner at the Royal York Hotel later that evening.

The meeting was then declared closed.

Signed \_\_\_\_\_

Date \_\_\_\_\_