

**MINUTES OF THE FINISHES AND INTERIORS SECTOR LTD
25th ANNUAL GENERAL MEETING HELD AT
THE OFFICES OF HILL DICKINSON IN LONDON ON TUESDAY 7 NOVEMBER 2023 AT 15:00**

Present:

Board Members:	Mr Philip Brown	President
	Mrs Helen Tapper	Immediate Past President
	Mr Jim Brennan	Board Member
	Mr Alan Brown	Board Member
	Mr Jonathan Cherry	Board Member
	Ms Kate Hawkins	Board Member
	Mr Stuart Roberts	Board Member
	Mr Ian Strangward	Board Member
	Mr Nigel Watkins	Board Member
In attendance:	Mr Iain McIlwee	Chief Executive
	Mrs Jane Knight	Company Secretary

Member companies:

Architectural Wallsz (International)	Measom Dryline
BR Hodgson	Meronden
Belgrade Insulations and Drylining	Nevill Long
British Gypsum	Nova Plasterboard Systems
CCF	Optima
CLIPinteriors	OWA (UK)
Dragon Designs	Pirin Projects
Drywall Contracts	Platt & Reilly
Drywall Solutions	QIC Trims
Encon Insulation	QuickFix Profiles
Envelo Solutions	Rockfon
EPD Insulation Group	Saint-Gobain Interior Solutions
Etex	SIG
Fast Track Interiors	Stanmore Contractors
FireDNA	Stanta Crowley
Fire Stop Products	Tapper Interiors
Galaxy	The BDL Group
Kemwell PFP	The Fire Door Inspectors
Lindner Interiors	Troldekt
Locker & Riley	Truline Systems

Other members may have been present but did not sign in.

1. WELCOME

FIS President Philip Brown officially opened the Association's 25th Annual General Meeting at 15:00 and welcomed those present.

He handed over to FIS Chief Executive Iain McIlwee who gave an update on FIS activities. You can read more about this here <https://www.thefis.org/wp-content/uploads/2019/12/FIS-AGM-Report.pdf>

2. READING THE FORMAL NOTICE AND MINUTES OF LAST MEETING

Philip then read the formal notice of the meeting, dated 11 October 2023. He said that the last meeting had been held on 6 October 2022 in London. Minutes of the meeting were made available to all members on the website. He asked members if they had any questions.

As no comments had been received Helen Tapper (Tapper Interiors) formally proposed the minutes of the 2022 AGM. These were seconded by Jon Riley (Locker & Riley) and the resolution was carried.

3. FINANCIAL REPORT, APPROVAL OF ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2022 AND APPOINTMENT OF AUDITORS

Phil Brown said that the FIS accounts for 2022 showed a deficit of £57,633 before tax. These had been scrutinised by the FIS Finance Committee and placed before the meeting with the full support of the FIS Board. They had been circulated to members and were available on the FIS website.

He said that as reported at last year's AGM, the reserves are healthy, and the Board had taken the view that we should be re-investing in FIS to ensure that we have the right support in place in an extremely challenging time. The deficit was planned and budgeted.

As well as increased funds available for key projects, he said FIS had strengthened its staff team with a new Technical and Vetting Manager, James Parlour, who was appointed in late 2021. Jim is supporting Technical Director Joe Cilia and has been working to strengthen our vetting processes. It also allowed FIS to add Sustainability Champion, Flavie Lowres to the team. Flavie has helped FIS to exponentially improve the support we are able to offer members in this vital area.

In 2022 FIS also appointed Michelle Armstrong as our new Head of Membership. This is a new role dedicated to engaging members, getting our regional programme moving and ensuring all in our community get the best value from their subscriptions. This role has also helped to bring a more focussed approach to the recruitment of new members. He said he was happy to say that this investment is paying dividends, as engagement on all levels has strengthened and we go into 2024 with membership numbers at an all-time high.

Auditors Prime Chartered Accountants had given a clean audit opinion and there were no major accounting or financial issues which needed to be brought to the attention of members.

Philip asked members if they had any questions on the accounts, to raise them now.

As no questions were received, he asked for a proposer. Jim Brennan (Nova Plasterboard Systems) proposed the acceptance of the Accounts for the Year Ended 31 December 2022, seconded by Jonathan Cherry (British Gypsum) with no votes against. Helen Tapper (Tapper Interiors) then proposed the re-appointment of Prime Chartered Accountants as auditors, seconded by Steve Coley (Drywall Contracts) and this was carried, with no votes against.

4. DECLARATION OF ELECTION RESULTS FOR FIS BOARD OF DIRECTORS

Philip then read out the results of the elections to the FIS Board effective from 7 November 2023. There are seven Contractor Board positions and five Supplier Board positions on the FIS Board. Vacancies for the new Board were for three contractors and two suppliers.

There were four contractor candidates for three contractor vacancies, and eight supplier candidates for two supplier vacancies. A vote was therefore necessary for the contractor vacancies. Voting details were circulated to members on 11 October 2023.

The contractors elected were Jim Brennan (Nova Plasterboard Systems), Justin Devaney (Platt & Reilly) and Richard Grimes (Grimes Finishings). The supplier candidates elected were Elizabeth McDermott (Quick Fix Profiles) and Stuart Roberts (CCF).

Philip congratulated the successful candidates and thanked all nominees for standing for election. In particular he thanked Will Hart (Taylor Hart) and Phil Thomas (Smiths Building Systems) who decided to not re-stand. Both have been phenomenal servants of FIS and our community

Philip announced that Ian Strangward from Architectural Wallsz, was nominated to assume the role of Vice President from today.

5. ANY OTHER BUSINESS

Philip Brown advised that under agenda item five, no other business had been notified.

6. DATE AND TIME OF NEXT MEETING

Philip Brown advised that the date and place of the next Annual General Meeting would be notified.

7. OFFICIAL CLOSE OF ANNUAL GENERAL MEETING

Philip Brown thanked all members for their support and closed the Annual General Meeting at 15.27.

09 November 2023