

**MINUTES OF THE FINISHES AND INTERIORS SECTOR LTD
20TH ANNUAL GENERAL MEETING HELD
ON THURSDAY 1 NOVEMBER 2018
WORSLEY PARK MARRIOTT HOTEL AND COUNTRY CLUB AT 10.30AM**

Present:

Board Members:	Mr Andrew Smith	President
	Mr Steve Coley	Immediate Past President
	Mrs Deborah Gore	Board Member
	Mr Nigel Morrey	Board Member
	Mr Jon Riley	Board Member
	Mrs Helen Tapper	Vice President
In attendance:	Mr Iain McIlwee	Chief Executive

Member companies (represented by one or more persons as indicated):

Aask Us (2)	Lakeside Ceilings and Partitions (2)
Architectural Wallsz	Laudescher
Archway Building Services (2)	Locker & Riley (Fibrous Plastering)
Armstrong World Industries (2)	Mansell Finishes (2)
Astins (6)	Meronden
B R Hodgson	Nevill Long (5)
British Gypsum	OWA (UK) (4)
CCF (2)	Protector UK
Celotex (2)	QICTrims (3)
Chalkstring (2)	Re-flow
Clansman Interiors (2)	Results Agency
Donseed (3)	Reddiplex
Etex Building Performance	Rockfon (2)
Forza Doors (3)	RPN
Florprotec	SAS International (2)
G Cook and Sons (3)	SIG (4)
Harriman Contracting	Tapper Interiors (2)
ITW Construction Products	Trappco
Knauf AMF Ceilings	Voestalpine Metsec (2)
Komfort Partitioning	Worksmart Contracts (2)

Apologies received from:

1. WELCOME

The Chairman, FIS President Andrew Smith, officially opened the Association's 20th Annual General Meeting at 10.30am and welcomed those present.

2. READING THE FORMAL NOTICE AND MINUTES OF LAST MEETING

FIS chief executive Iain McIlwee read the formal notice of the meeting, dated 9 October 2018.

Iain McIlwee said the last meeting had been held at Hanbury Manor Hotel and Country Club on Thursday 9 November 2017. Minutes of the meeting had been duly circulated to all members and were made available on the Association's website. He therefore asked that these be taken as read.

Andrew Smith (OWA (UK) Ltd) proposed their acceptance, seconded by Helen Tapper (Tapper Interiors Ltd) and this was carried.

3. FINANCIAL REPORT, APPROVAL OF ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2017 AND APPOINTMENT OF AUDITORS

Iain McIlwee reported that the FIS accounts for 2017 show a deficit of £236,939 which was budgeted for by the Board. This was due to the substantial financial capital investment in to a new training strategy to address skills shortages in the sector.

He then advised members that with regard to Finishes and Interiors Sector Ltd's accounts, auditors Prime Chartered Accountants, had given a clean audit opinion and that there are no major accounting or financial issues which needed to be brought to the attention of members.

Steve Coley (Lakeside Ceilings and Partitions Ltd) proposed acceptance of the Accounts, seconded by Mike Tapper (Tapper Interiors) and this was carried; there were no votes against. Jon Riley (Locker and Riley) then proposed the re-appointment of Prime Chartered Accountants as auditors, seconded by Deborah Gore (Encon Group/Nevill Long) and this was carried, with no votes against.

4. DECLARATION OF ELECTION RESULTS FOR FIS BOARD OF DIRECTORS

FIS chief executive Iain McIlwee read out the results of the elections to the FIS Board effective from 1 November 2018. There are six Contractor Board positions and five Supplier Board positions on the FIS Board. Vacancies for the new Board were for three contractors and one supplier.

There were eight contractor candidates for the three contractor vacancies, and seven supplier candidates for the one supplier vacancy, necessitating a vote in both cases. Voting details were circulated to members on 9 October 2018.

The ballot papers were independently scrutinised by Graham Thompson, director of Wiggins Lockett Thompson Chartered Building Surveyors on 22 October 2018 and by FIS operations director Jane Knight. Of the 57 ballot votes returned by the closing date, all were valid.

The contractors elected were Will Hart (Taylor Hart), Richard Jones (Paramount Office Interiors) and Jon Riley (Locker and Riley). The supplier elected was Alan Brown (Forza Doors).

5. ANY OTHER BUSINESS

Andrew Smith advised that under agenda item five, no other business had been notified.

6. DATE AND TIME OF NEXT MEETING

Andrew Smith advised that the date and place of the next Annual General Meeting would be notified.

7. OFFICIAL CLOSE OF ANNUAL GENERAL MEETING

The Chairman, Andrew Smith, thanked all members for their support and closed the Annual General Meeting at 10.36am.

15 November 2018