

**Meeting:** INCA Meeting for Members and AGM  
**Date:** Thursday 5 July 2018  
**Time:** 10:00am – 12:30pm  
**Location:** Ashton Gate Stadium, Ashton Road, Bristol, BS3 2EJ  
**Chairman:** Mitch Gee  
**Paper:** Minutes



## Attendees

Mitch	Gee	Chairman	Hazel	Turner	Complete Rendering Solutions
Marius	Marculescu	AGS Contracting	Taryn	Davies	Dryvit UK
Alexandra	Radu	AGS Contracting	Mark	Newell	EJOT
Mark	Weaver	Alsecco	Phil	Joyner	Joyner Group
Andrew	Warren	BEEF	Richard	Bromwich	Kingspan Insulation
Rob	Hardes	Brett Specialised Aggregates	Kevin	Davies	Sto
			Anna	Wesson	Secretariat

## Apologies

Jennifer	Phin	A.C. Whyte & Co	Time	Deathridge	Sto
Richard	Martin	Fischer Fixings	Sean	Stevenson	Westville
Steven	Keitley	Parex	Pádraig	Barry	Weber
Marcus	Alcindor	Rolocate	Laura	Hennahane	Wetherby
Marion	Gracie	SERS			

### 1. Notice

The notice of the AGM was taken as read.

### 2. Apologies

It was noted that the apologies that had been received would be recorded in the minutes.

### 3. Minutes of the AGM held on 13 July 2017 and Matters Arising

Following a proposal from the Chairman, which was seconded by Mark Weaver (Alsecco UK), the minutes of the AGM held on 13 July 2017 were unanimously approved by INCA members and signed by the Chairman.

There were no matters arising.

### 4. Financial Statements for the year ended 31 March 2018

INCA members were directed to the financial statements, including the income and expenditure account and balance sheet, for the year ended 31 March 2018.

The accounts showed a deficit of £5,184, which was due to a reduction in membership. The deficit would be funded by reserves which now stand at £134,055.

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The Chairman proposed that the financial statements for the year ended 31 March 2018 be received. This was seconded by Hazel Turner (Complete Rendering Solutions) and unanimously supported by INCA members.

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**5. Election of Chairman**

Mitch Gee informed the meeting that he had been in the role of Chairman of INCA for two years now. The Articles of Association record that this is the maximum term, however Mitch has spent ten months as Executive Chairman. He therefore proposed that he stay on as Chairman for a further twelve months.

Taryn Davies (Dryvit) formally proposed that Mitch Gee be re-elected as Chairman of INCA, and Phil Joyner (Joyners) seconded this.

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**6. Election of Board of Management for Ensuing Year**

It was noted that, in accordance with the INCA Articles of Association, the Board of Management comprised the Chairman, Vice Chairman, and eight Directors made up of three Contractors, three System Designers and two Associates.

The Chairman confirmed that the following nominations had been received in advance of the meeting:

**Officers**

1. Chairman – Mitch Gee (SPSenvirowall)
2. Vice Chairman – Jennifer Phin (A.C. Whyte)

**System Designers (three positions available)**

3. Mark Weaver (Alsecco)
4. Taryn Davies (Dryvit)
5. Tim Deathridge (Sto)

**Contractors (three positions available)**

6. Hazel Turner (Complete Rendering Solutions)
7. Phil Joyner (Joyners)
8. Sean Stevenson (Westville)

**Associates (two positions available)**

9. Rob Hardes (Brett Specialised Aggregates)
10. Richard Bromwich (Kingspan)

This meant that there were currently no vacancies on the Board of Management.

The Chairman formally proposed that the nominations be elected en-bloc for 2018/19. This was seconded by David Harrison (Structherm) and unanimously supported by INCA members.

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**7. Any Other Business**

As there was no other business, the Chairman closed the AGM by thanking INCA members for their attendance and continued support of INCA.

**Future Meetings**

<b>Board</b> 20 September 6 December	<b>Awards Dinner</b> 1 November
<b>Technical</b> 9 October	

