

Meeting: INCA Meeting for Members and AGM
Date: Wednesday 3 July 2019
Location: Park Plaza Nottingham, 41 Maid Marion Way, Nottingham NG1 6GD
Time: 10:00am – 12:30pm
Chairman: Mitch Gee
Paper: Agenda



10:00 Registration & Coffee

10.15 INCA in 2019
Welcome & Introduction – Mitch Gee –Chairman

10:25 How INCA will look in the future

10:40 Celebrating EWI Innovation & Excellence
INCA Awards 2019

11:00 Jon Warren - Energiesprong

12:00 INCA Ltd AGM

1. Notice
2. Apologies
3. Minutes of AGM held on 5 July and Matters Arising
4. Financial Statements for the year ended 31 March 2018 – *see attached paper*
5. Election of Chairman
6. Election of Board of Management for Ensuing Year – *see attached paper*
7. AOB

12:30 Networking Lunch

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Agenda Item:	INCA Ltd AGM
Paper:	Financial Statements for the year ended 31 March 2019

1. Introduction

The INCA financial statements, including the income and expenditure account and balance sheet, for the year ended 31 March 2019, are circulated to INCA members for approval at the AGM.

2. INCA Financial Statements

The accounts for 2018/19 show a surplus of £9,816 against a budgeted surplus of £17,302. The accounts for the previous year showed a deficit of £5,184.

Key points to note:

- Income from Subscriptions decreased following a net loss of 14 members during the financial year.
- The INCA Awards posted a surplus of £3,272 compared to a budgeted surplus of £5,113.
- Meetings include four Board meetings, one members' meeting, one AGM, and Committee expenses.
- Subscriptions include EAE, Build UK and the British Energy Efficiency Federation (BEEF).
- The PR and Marketing budget has not been used this year, as no amendments have been made to the website, nor marketing undertaken.
- Executive Chairman includes the role fulfilled by Mitch Gee between September 2017 and the end of the financial year.
- No technical projects have been undertaken by INCA in this financial year, hence this figure stands at 0.

INCA reserves at the end of the financial year stand at £114,129

3. Action

INCA members are asked to consider the financial statements for the year ended 31 March 2019.

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Agenda Item:	INCA Ltd AGM
Paper:	Election of the INCA Board

1. Introduction

The following nominations have been received for the INCA Board for 2018/19, which will be elected at the AGM.

2. Nominations for the INCA Board

Officers

1. Chairman – Mitch Gee (SPSenvirowall)

System Designers (three positions available)

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

Contractors (three positions available)

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

Associates (two positions available)

8. Rob Hardes (Brett Specialised Aggregates)
9. Adrian Pargeter (Kingspan)

3. Action

Approval of the above nominations for the INCA Board.