

# FIA AGM Minutes 2023

DATE: Tuesday 5 December  
TIME: 12:00 – 12:20  
VENUE: The Kirklands Hotel, 605 Leeds Road, Outwood, Wakefield, WF1 2LU

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## Attendees

Alan Bullen	Lynx Networks
John Colton	Lucid Optitcal Services
Steve Faull	EMCOR Group
Paul Forster	Total Network Solutions
Jonathan Lewis	HUBER+SUHNER UK
Darren Weavers	Blow & Go Fibre
Illyas Yousaf	Micron Networks
Joe Chalk	Secretariat
Katie Trace	Secretariat

## Apologies

John Marson	Twistnet
Nigel Hedges	Fluke Networks
Nick Taylor	Network Centre
Chris Atkin	Total Comms Training
Steven Brown	Optilec

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## 1. Welcome and apologies

Alan Bullen welcomed everyone to the 31<sup>st</sup> Annual General Meeting (AGM) of FIA Ltd.

He added that he would chair the meeting in the absence of chairman John Marson.

Alan Bullen explained that FIA is a company limited by guarantee and that the association is run by members for members. He added that it was important that the formal functions of the AGM are carried out correctly and recorded in the minutes for all members.

Joe Chalk confirmed that apologies would be recorded in the minutes.

## 2. Approval of the minutes of the AGM held on 6 December 2022

Alan Bullen proposed the approval of the minutes of the AGM 2022.

This was seconded by John Colton and there were no objections.

### **3. Officer reports and accounts of the company for the year ended 31 August 2023**

Alan Bullen read the chairman report. It was noted that reports would be uploaded to the FIA website for members to download.

Alan Bullen confirmed that, during the 2022/23 financial year, FIA received income of £68k. He added that in the same period FIA's costs were £62k so a small surplus had been made.

Alan Bullen explained that almost all of FIA's revenue is generated by membership subscriptions. He said that fixing fair and realistic subscription rates which reflect value for money is important.

It was confirmed that the association's new Secretariat, The Association Management Company, would be managing the finances of the association moving forward. Alan Bullen said that the role of treasurer was straightforward and that it involved approving invoices.

Alan Bullen advised that the finances of the association are in good health with the cash position standing at around £66k.

Alan Bullen announced that he was stepping down as treasurer. He thanked everyone for their support and encouraged FIA members to put themselves forward for the vacancy of treasurer or to become a council member.

Alan Bullen mentioned that FIA can operate without a treasurer. Joe Chalk said that it was important for a director to approve association invoices. It was agreed that the chairman or vice chairman would approve invoices in the absence of an elected treasurer.

There were no questions on the reports or the accounts.

Jonathan Lewis thanked Alan Bullen for his efforts as treasurer and time on the council.

### **4. Appointment of accountants**

Alan Bullen proposed that Minney & Co are reappointed as accountants for 2023/24.

This was seconded by Jonathan Lewis and there were no objections.

### **5. Elections to the council from nominations received**

Alan Bullen was pleased to report that Steve Faull of Emcor UK had put himself forward for a position on the council. With there being a vacancy available, he proposed the election of Steve.

This was seconded by Illyas Yousaf and there were no objections.

It was noted that Nigel Hedges was retiring by rotation but was willing to re-stand on the council. There were no objections.

## **6. Any other business**

Paul Forster proposed that individuals that have passed a fibre optic training course at an FIA approved training provider are given a free one-year membership of the FIA.

John Colton explained that the idea behind the initiative was to grow FIA's database, increase awareness of the association, and promote best practice. There were no objections to this. It was agreed that this free individual membership would be rolled out from January 2024.

There was a discussion regarding the competence of Accredited Installer Scheme (AIS) members. It was suggested that members demonstrate their competence by submitting the contact details of referees to FIA. It was agreed that no further action would be taken at present.

It was agreed that AIS individual members would not be accredited or approved.

There being no further business the meeting was closed and Alan Bullen thanked everyone for attending.

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*If you spot any errors or omissions, please email [secretariat@fia-online.co.uk](mailto:secretariat@fia-online.co.uk)*