

10<sup>th</sup> November 2021

Dear FIA Member,

**Re: FIA Annual General Meeting – Wednesday 1<sup>st</sup> December 2021 – 12 noon**

The FIA AGM will be held at The Manor House, Buntingford, Herts SG9 9AB on Wednesday 1<sup>st</sup> December at 12 noon.

We have **two vacant places** this year. One place due to the resignation of Frank Kler and one place that was not filled at the AGM in 2020.

Any FIA Corporate member can be nominated to Council and a full list of applicable members is attached. **Please note nomination forms should be signed by the nominee indicating their acceptance to stand as a Council member.**

At present the Council of management is: (9 members in total are currently allowed)

<i>John Marson</i>	<i>Twistnet Communications Ltd.</i>
<i>Alan Bullen</i>	<i>Lynx Networks plc</i>
<i>John Colton</i>	<i>Lucid Optical Services Ltd</i>
<i>Jonathan Lewis</i>	<i>Huber &amp; Suhner (AG) Ltd.</i>
<i>Frank Kler</i>	<i>Core Integrated Solutions Ltd. - retiring on 1<sup>st</sup> December</i>
<i>Nigel Hedges</i>	<i>Fluke Networks Ltd.</i>
<i>Paul Forster</i>	<i>Total Network Solutions (Europe) Ltd.</i>
<i>Steven Brown</i>	<i>Optilec Ltd.</i>
<i>One vacant place</i>	

A strong Council is essential so please consider whether you yourself or someone you know would be available to give time and effort for the benefit of the Association and complete the Nomination form attached.

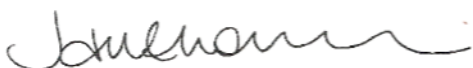
Meetings are held approximately 5 - 6 times per year, sometimes via Zoom and sometimes in Buntingford.

Council membership offers the opportunity to participate in and influence the shaping of the future course of our industry.

As the AGM will start at 12 noon we are arranging a pub lunch afterwards. Please confirm your attendance at the AGM and the lunch by **22<sup>nd</sup> November**. Note all lunch places **must** be booked in advance. The AGM Agenda follows together with forms of Proxy and Nomination.

We shall look forward to seeing with you on 1<sup>st</sup> December.

Yours sincerely,



**Jane Morrison**  
**Company Secretary – FIA Ltd.**

## **Fibreoptic Industry Association**

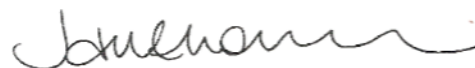
**The Manor House, Buntingford, Herts SG9 9AB – 12 noon**

### **NOTICE OF ANNUAL GENERAL MEETING**

NOTICE IS HEREBY GIVEN THAT the twenty ninth Annual General Meeting of the Fibreoptic Industry Association Limited will be held on **Wednesday 1<sup>st</sup> December 2021** at **12 noon** for the following purposes:

1. To approve the minutes of the Annual General meeting held on 1<sup>st</sup> December 2020.
2. To receive the Chairman's Report, Treasurer's Report and the Accounts of the Company for the year ended 31<sup>st</sup> August 2021, together with the report from the Auditors.
3. To consider the re-appointment of Minney & Company Ltd., 59 Union Street, Dunstable, Bedfordshire, LU6 1EX as Auditors of the Company until the conclusion of the next general meeting of the Company at which accounts are laid before the members and to authorise the Council to determine their remuneration.
4. To consider elections to Council from the Nominations received.
5. To transact any other business.

**Dated: 10<sup>th</sup> November 2021**  
**BY ORDER OF THE BOARD:**



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**Jane Morrison - Company Secretary – FIA Ltd.**

A member entitled to attend and vote (**Corporate member only**) at the meeting is entitled to appoint another member of the Company as proxy to attend and vote on a poll in his or her place. Please see a form of proxy below – this must be lodged at the company’s registered office at least 48 hours before the meeting.

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## FORM OF PROXY

I .....

of ..... a member of FIA Limited

(hereinafter called "the Company") and entitled to one vote, hereby appoint:

.....

of .....

and failing him/her

.....

of .....

to vote for me and on my behalf at the Annual General Meeting of the Company to be held on 1<sup>st</sup> December 2021 and at any adjournment thereof.

As witness my hand this ..... 2021

Signed: .....

***Please return this form by: 22<sup>nd</sup> November 2021***

## FIA – COUNCIL NOMINATION FORM

***Please see overleaf for important information relating to Nominations***

I (full name) .....

of (Company) .....

**wish to nominate: (see attached list)**

(Name) .....

of (Company) .....

**to stand as Council member of FIA Limited:**

\_\_\_\_\_ **Signature (of Proposer)**

Dated: \_\_\_\_\_

***IMPORTANT: I confirm that my company has agreed to allow me the time to commit to meetings and activities associated with membership of the FIA Council.***

***I attach my biography and details of the expertise I feel I can bring to the Council.***

\_\_\_\_\_ **Signature (of NOMINEE – accepting the proposal)**

Dated: \_\_\_\_\_

***Please return this form by: 22<sup>nd</sup> November 2021***

## **IMPORTANT INFORMATION:**

**Before being nominated for a position on the FIA Council it is important to realise that, following a successful election at an AGM, each Council member not only has to provide new ideas but also has to:**

***deliver on those ideas;  
attend Council meetings to discuss and help implement the ideas of others.***

**Similarly it is important for the employer of the electee to be fully supportive if the election is successful. Over the recent years the latter situation has been further complicated by Council members leaving one member company and joining another. It is not always clear that their new employers fully understand the responsibilities which are tied in with employing an FIA Council member.**

**This page is provided as a reminder of those responsibilities. The factors highlighted should be taken into account when nominations for FIA Council are made.**

Item 18.7 of the Memorandum and Articles of Association of the Fibreoptic Industry Association Limited states that "nominees for Council membership shall be proposed and seconded by other members". This should not be confused with the fact that the FIA member employer has to support the nomination in terms of resource. Therefore, it may be worthwhile recalling what the minimum commitments actually are.

**An FIA Council Member has a duty to attend Council meetings (typically these are held bi-monthly). The employer needs to allow the employee appropriate time to attend the meetings. In response the FIA can, in certain circumstances, pay appropriate expenses to the member - removing that financial load from the employer - although we are grateful that so many employers do not take advantage of this option since it keeps funds in the FIA.**

**The general rule, contained in Item 12 in the Articles of Association of the Fibreoptic Industry Association Limited, is that if a member fails to attend 3 consecutive meetings in 9 months he/she can be disqualified in order to allow another more committed person to take up the role.**

**It is also normal for an FIA Council member to be allocated a specific sector responsibility which may incur additional time. Employers should be made aware of such additional tasks as may be required and shall commit on the employees behalf to support the additional resource required. If this does not occur then FIA plans can be severely impacted, which in the long term affects the viability of the FIA.**

**Fibreoptic Industry Association - Annual General Meeting**

**1<sup>st</sup> December 2021 at 12 noon**

**Venue: The Manor House  
Buntingford  
Herts SG9 9AB --- Tel: 01763 273039**

**Directions:** On arrival at Buntingford do not take the by-pass but make your way into Buntingford itself.

**Coming from the south – via the A10** – as you come into Buntingford you will see the Co-op supermarket on your right – just past the Co-op on your left you come to Market Hill slip road. There is a red telephone box on the entrance to Market Hill and a sign for “The Crown” public house, turn in here and you will see a large brick building with a flag flying in the car park (flag of St. George) - this is the Manor House.

**Parking is not available on site:**

Car Park: – Use Bowling Green Lane car park, post code for Sat Nav purposes - SG9 9DF

All day parking is £2.00 – this car park is a 3 minute walk from the Manor House.

On arrival at the Manor House please walk in turn immediately left and you will see the Council Chamber.

**Coming from the North** – via the A507/ or A10 come into Buntingford – do not take the bypass. Follow the road down and at the mini roundabout turn left and on the second right is Bowling Green Lane Car Park.

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**Name:** ..... **Company:** .....

**I shall / shall not be able to attend the AGM on 1<sup>st</sup> December at 12 noon  
at The Manor House, Buntingford, Herts SG9 9AB**

**I will / will not require the pub lunch at 13:00**

**Signed:** ..... **Date:** .....

**Please return this form by: 22<sup>nd</sup> November 2021**

**FIA – LIST OF CORPORATE MEMBERS (compiled 8<sup>th</sup> November)**

A to B Communications Ltd.	Mr. Chris Eckert
ABM Electrical Contracting Ltd.	Mr. Brian Williams
Active Communication Company Ltd.	Mr. Wayne Connors
Advance Telecom (UK) Ltd.	Mr. Gary McCarthy
Agility Networks Ltd.	Mr. Stuart Geeves
AM Electrics (Renewables) Ltd.	Mr. Luke Bradford
Anixter International	Mr. Andrew Flint
Ark Fibre Optics Ltd.	Mr. Phil Murphy
Atalian Servest AMK	Mr. Mike Stark
BASEC	Ms. Harpreet Suree
Belcom Cables Ltd.	Mr. Kenny Ewing
Betterbox Communications Ltd.	Mr. Horacio Baioes
Birch Technical Services	Mr. Matt Birch
Boulting Ltd.	Mr. Robin Whitehead
BP Communications Ltd.	Mr. Gavin Boardman
Brexons Ltd.	Mr. Benjamin Dixon
Cable and Splicing Services Ltd.	Mr. Mark McKinney
Cable Management Warehouse Ltd.	Mr. Ian Bankhurst
CIS Services Ltd.	Mr. Chris Clark
CMS plc	Mr. Simon Gregory
CNET Training	Mr. Andrew Stevens
CNI Europe Ltd.	Mr. Michael Wood
Commscope Connectivity UK Ltd.	Mr. Michel Livesey
Computer-Links Ltd.	Mr. Jason Moran
<b>*Core Integrated Solutions Ltd.</b>	<b>Mr. Frank Kler</b>
Crossconnect Training	Mr. Geoff Crossley
Crown House Technologies Ltd.	Mr. Paul Hirst
DACC Europe Ltd.	Mr. Michael Shaw
Daro Fibre Products Ltd.	Ms. Sarah Pennock
Data Techniques	Mr. Adrian Newell
Datanet Solutions Ltd.	Mr. Richard Lewis
Diban Ltd.	Mr. Dumitru Ban
Digital Broadband Solutions Ltd.	Mr. Darren Smith
Dunasfern Inc. Auriga	Mr. Martyn Lewis
EDS Systems (North Wales) Ltd.	Mr. Ken Jones
Electrocom Networks Ltd.	Mr. Kevin Anderson
Emcor Facilities Services Ltd.	Mr. Steve Faul
Emtelle UK Ltd.	Mr. William Rae
Excelredstone	Mr. Peter Mcintosh
EXFO Europe Ltd.	Ms. Jacqueline Relf
FES Ltd.	Mr. Jason Cross
Fiberdyne Ltd.	Mr. Derek Broome
Fibre Solutions Ltd.	Mr. Jeremy Clark
Fibrecom Data Networks Ltd.	Mr. Geoff Mason
Fibrefab Ltd.	Ms. Rosamund Neat
Fibrelec Ltd.	Mr. Mark Thompson
Fibrenet Office Solutions Ltd.	Mr. Mark Cleeve
Fibreplus Ltd.	Mr. Rhys Brine

Finevalley Communications Ltd.  
Flexicomms (UK) Ltd.

**\*Fluke UK Ltd.**

Fujikura Europe Ltd.  
G. R. Technical Services  
GCL Ltd.  
Glide Student & Residential Ltd.  
Haynes Data Ltd.  
Hellermanntyton Data Ltd.  
HG Comms Ltd.

**\* Huber + Suhner (UK) Ltd.**

IP Communications  
Infinet Datacoms Ltd.  
Information Security Systems Installations Ltd. T/A DataWolves  
Infractive  
Installation Technology Ltd.  
Integral Network Solutions Ltd.  
ITM Communications Ltd.  
ITW Chemtronics  
JT Global

Leader Optec Ltd.

Leviton Manufacturing UK Ltd.  
Line Management Group Ltd.

**\* Lucid Optical Services Ltd.**

**\* Lynx Networks plc**

Mainframe Communications Ltd.  
Matrix Global Networks Ltd.  
Micos Telcom  
Micron Networks Ltd.  
Mills Ltd.  
MIS Ltd.

Mitech Consultants Ltd.

MLR Networks Ltd.

Modular Wiring Systems Ltd.

Nene Data Network Solutions

Networks Centre Ltd.

Networx 3 Group Ltd.

Novegen

OFS Fitel

Open Network Associates Ltd.

Optech Fibres Ltd.

Optical Networks UK Ltd.

Optical Test and Calibration Ltd.

**\*Optilec Ltd.**

Parcomm Ltd.

PDS (Hull) Ltd.

Phoenix Optics (UK) Ltd.

Phoenixtrescay Ltd.

Pirret Electrical Services Ltd.

Plexus Networking Ltd.

Mr. Anthony Murphy

Mr. Mike Warden

**Mr. Nigel Hedges**

Mr. Neil Bessant

Mrs. Moira Thomas

Mr. Philip Cottrell

Mr. Philip Keal

Mr. Gary Haynes

Mr. Jason James

Mr. Noel Gaze

**Mr. Jonathan Lewis**

Mr. Ian Welsby

Mr. Lee Murray

Ms Ruth Khima

Mr. Mathieu Husson

Mr. Barry Gough

Mr. Paul Taylor

Ms. Jessica Pirrie

Mr. Kevin Wright

Mr. Gary Carroll

Mrs. Laurie Summers

Mr. Tony Benn

Mr. Ieuan Rowe

**Mr. John Colton**

**Mr. Alan Bullen**

Mr. Ian Carter

Mr. Justin Niles

Mr. Andy Parr

Mrs Tracy Yousaf

Mr. Peter Rothy

Mr. Daniel Hines

Mr. Lloyd Butler

Mr. Gavin Collier

Mr. Nathan Marson

Mr. Mark Westley

Mr. Duncan Lindsay

Mr. Ian Ashworth

Mr. Gavin McGowan

Mr. Mark Graveston

Mr. Roy Adair

Mr. Jamie Frankland

Mr. Bradley Freeman

Mr. Kenneth Dove

**Mr. Steven Brown**

Mr. Mark Watson

Mr. Iain Bland

Mr. Steve Worthington

Mr. Phil Copper

Mr. John Pirret

Mr. Philip Nevis



PR Power Installations Ltd.  
QAD Networks Ltd.  
Quadratek Infrastructure Ltd.  
Ramptec Ltd.  
ReMark Group  
Ridgemount Technologies Ltd.  
ROC Technologies Ltd.  
R V Telecoms  
SCCI Alphatrack Ltd.  
SCD Group Ltd.  
Sonet Communications  
Splicegroup Europe Ltd.  
SSE Enterprise Telecoms  
Sudlows Ltd.  
Sumitomo Electric Europe Ltd.  
Technology Installation Services Ltd.  
The Rosebery Group  
Total Comms Training Ltd.  
**\* Total Network Solutions (Europe) Ltd.**  
Tratos Ltd.  
**\* Twistnet Communications Ltd.**  
Voicepath Ltd.  
VTI Services  
W. H. Good Ltd.  
Ward & Burke Construction Ltd.  
Wellfield Pyrodynamics  
Wirral Installations Ltd.  
Zircon Data Communications Ltd.

Mr. Mark Long  
Mr. Steve Gerrish  
Ms. Janine O'Mahoney  
Mr. John Phelan  
Mr. James McCallum  
Mr. Chris Peters  
Mr. Charlie Lake  
Mr. Steven Clough  
Mr. Rob Wickings  
Mr. Martin Sweeney  
Mr. Darren Gibson  
Mr. Andrew Varley  
Mr. Jason Oram  
Mr. Stuart Caines  
Mr. Russell Woolsey  
Mr. Russell Dodds  
Mr. Chris Owens  
Mr. Chris Atkin  
**Mr. Paul Forster**  
Mr. John Light  
**Mr. John Marson**  
Mr. Jon Sale  
Mr. Murray Teale  
Mr. Bryan Pursglove  
Mr. Tom Woodburn  
Mr. Oluremi Jibowu  
Ms. Kim Ford  
Mr. Peter Knight

\* denotes current FIA Council members