



## UK Weighing Federation

Annual General Meeting and Regional Meeting  
Thursday 24<sup>th</sup> March 2022  
Principal York Hotel, York, UK

Minutes of the 22nd Annual General Meeting of the UK Weighing Federation Ltd (104<sup>th</sup> for the Federation) held on Thursday, 24<sup>th</sup> March 2022 at the Principal Hotel, York at 14:00. This meeting also included a Regional Meeting.

Present:

Graham	Spink	AWM Ltd
Kevin	Cartwright	Avery Berkel
Jim	Cameron	Avery Weigh-Tronix
James	Hobbs	AWM Ltd
Nikki	Meekings	AWM Ltd
John	Holness	Bizerba (UK) Ltd
Charles	Pullen	Bizerba (UK) Ltd
Paul	Hodgkinson	County Scales Limited
Tom	Marren	Coventry Scale Company Ltd
Scott	Langlands	D Brash & Sons Ltd
Gavin	Millar	D Brash & Sons Ltd
Steve	Cox	Dini Argeo UK Ltd
Andy	Leiper	Edinburgh Instruments Ltd T/A Precisa UK
Julian	Hope	Herbert Group Ltd
Ian	Hodgson	Ishida Europe Ltd
Tao	Zhu	Ishida Europe Ltd
Brian	Onuonga	John White & Son (Weighing Machines) Ltd
Andrew	Goddard	Marel GB Limited
Steve	Taylor	Marsden Weighing Machine Group Ltd
Daniel	Hills	Metroweigh Limited
Mark	Clifford	Minebea Intec UK Limited
Paul	Moody	Solent Scales
Daniel	Egan-Sheath	Northern Balance Ltd
Samuel	Jones	Ohaus Europe GmbH
Tim	Watson	Ohaus Europe GmbH
Lucy	Bennett-Poole	Positive Weighing Solutions Ltd
Tony	Bennett-Poole	Positive Weighing Solutions Ltd
Marina	Campbell	Precia-Molen UK Ltd

Derek	Johnstone	Precia-Molen UK Ltd
Guy	Thompson	Precia-Molen UK Ltd
Nick	Excell	Procon Engineering
Ian	McVicar	Scotweigh
Linda	McVicar	Scotweigh
Ian	Webster	Select Scales
Gill	Webster	Select Scales
Nick	Burley	Weightron Bilanciai Ltd
Nick	Catt	Weightron Bilanciai Ltd
Dave	Clark	Weightron Bilanciai Ltd
Darren	Jones	Weightron Bilanciai Ltd

### **Guests and Speakers**

Chris	Goodacre	UKWF Admin
Grace	Marren	UKWF Comms
Ian	Turner	UKWF Technical
Luis	Cachon	Mettler Toledo
Jacqueline	Balian	GAMBICA
Carl	Rogers	S Turier & Sons Ltd

GS welcomed everyone to the Principal York Hotel, York and went through some general housekeeping points.

### **Annual General Meeting**

#### **1. Apologies**

Apologies had been received from Richard Herbert and Steve Hart, Directors of UKWF and the following companies sent their apologies:

Abacus Weighing Services	Chris Buck
Seca Ltd	George Christie
Vandome & Hart Ltd	Roy Taylor

#### **2. Minutes of the last Annual General Meeting**

The minutes of the 21<sup>st</sup> Annual General Meeting held on 30<sup>th</sup> June 2021 had previously been distributed.

There were no other amendments, and the minutes were proposed as being approved by Jim Cameron of Avery Weightronix and seconded by Tom Marren of Coventry Scale Company as being a correct record; this was unanimously agreed. They were formally signed by the President.

#### **3. Chairman's Report**

Graham gave his report as follows:

Welcome everybody, it's great to be together in the same room again for our AGM. We have a packed agenda today, which is a good reflection of the amount of activity happening across our industry and within the UKWF at the moment.

Before I begin my report, I would like to inform you that I have been asked by the Board to continue as President for another year. I'm honoured to have been asked, it has been a pleasure to serve the UKWF over the past 2 years and I looking forward to working with the Board, and with all of you, again over the next 12 months.

As we enter the second quarter of the year, we'll see a number of changes in the industry including the NMO leaving the market at the end of April. The UKWF team has focused on strengthening our relationship with OPS&S over the past 12 months, and it was through this new partnership that we were able to be consulted on these changes and receive the latest information first hand which we could in turn pass onto our membership. Not only does this mean UKWF members are the first to know about key changes but we were also able to share industry concerns directly with OPS&S and this will continue over the coming months as the situation evolves.

While the NMO leaving the market is far from ideal with members needing to move their certificates to different approved bodies, it will mean that market forces will take over and competition among suppliers will lead to a number of alternative options emerging. As some of you may know the UKWF has thrown it's hat into the ring and we'll be sharing more on the new independent body later today.

We've worked hard to further increase the UKWF profile this year and this has resulted in a number of new members joining us and some past members re-joining which is great to see. I would extend a warm welcome to those new or prospective members who are here today. We've become more active on social media and developed new channels of communication with our external stakeholders and with you, our members. Notably, the technical webinars with guest speakers are very popular, please let Ian or Grace know if you have any topics you would like us to cover in the upcoming dates.

While we've completed lots of work to revamp the UKWF brand and its on-going activities, it is vital for us to develop a set of priorities and focus areas alongside a clear future plan and vision. As a result, the UKWF board met for a very constructive SWOT analysis session back in February where we identified the following focus areas.

Firstly, Membership - this will be headed up by Marina Campbell and will focus on how we attract new members and meet the requirements of existing members. It will aim to review and create additional member benefits and ensure that we are maximising the potential of our partnerships.

Secondly, the Apprenticeship Scheme –driven by Kevin Cartwright. The scheme was paused by the provider due to Covid, but we are looking forward to Kevin pushing this forward now and getting the scheme live so our industry can begin to using it.

Thirdly, our relationship with Trading Standards – This is a project driven by Mark Clifford and is an important area of focus which has long been a hot topic for members. We strongly believe that the UKWF and CTSI are on the same side and can work more efficiently together to benefit our industry. We've approached the CTSI to discuss a stronger collaboration and want to find ways to build relationships with Trading Standards at a national and local level that will make our interactions more fluid and mutually beneficial.

Next is OPS&S and the closure of NMO – this will be headed up by myself. As the NMO exits the market, we will continue to work with OPS&S on behalf of members to drive the changes our industry wants to see and look to take advantage of the new world beyond the NMO.

UKWF Website - Tom Marren is going to drive a long-awaited website update and refresh to reflect the new-look UKWF brand. While we're not looking to create a completely new website, there is a great deal we can do to update images and content across the site to make it more user-friendly.

Finally, our New and Independent Approved Body

As we've said in our previous communications, with the NMO leaving the market, we've taken the opportunity to create a new Conformity Assessment Body that will not only meet the needs of UKWF members, but also other manufacturers that may require Module D (Self-verification). The new approved body will be set up as a separate legal entity, independent of the UKWF, with its own management structure and team.

I want to thank my fellow Directors on behalf of the Federation for their engagement in this and for taking an active role in delivering the objectives we've set. We all give up our time freely to work on behalf of our members, it is a huge commitment which is made solely for the good of the industry and our Federation, and I am incredibly grateful for their time, energy and dedication.

In June we are hosting CECIP's General Assembly in London – a three-day event running from 22 to 24 June. There is a number of opportunities for UKWF members to get involved including the Legal Metrology Open Seminar and River Thames boat trip on Thursday 23 June and the General Assembly and Gala dinner on Friday 24 June. This is set to be a really great event and as we are hosting this year, we're able to subsidise UKWF members and offer you exclusive discount rates. To summarise again, the two attendance options are:

Thursday 23 June and Friday 24 June together which will give you access to the Legal Metrology Group Seminar followed by an evening boat trip and cocktails on the River Thames as well as an invite to the General Assembly on Friday afternoon followed by a spectacular Gala dinner at Cutlers Hall – all for just £120 plus VAT per person.

OR ALTERNATIVELY you can attend just the General Assembly on the afternoon of Friday 24th June and the Gala Dinner for only £50 plus VAT person, which is (even if I say so myself) a real bargain!

There is more information on the CECIP website and for information on how to book or if you have any questions please catch Chris at some point later today.

Moving on, I'd like to offer a warm welcome our speakers today:

Luis Cachon who is here on behalf of CECIP to speak about the first ever World Conference of Weighing which is a really exciting initiative that CECIP are driving. Welcome Luis.

and

Jacqueline Balian from GAMBICA who has kindly joined us today to speak about the GAMBICA / UKWF partnership. It was encouraging to see so many UKWF members at a recent GAMBICA webinar, I'd strongly encourage you to keep your eye on the Gambica section of our website for more of these webinars, UKWF members can really benefit from GAMBICA's insight and knowledge, especially on the broader business and wider industry topics.

Before I finish, I would like to briefly mention the work of our UKWF Officers Ian, Chris, and Grace. They are a formidable team and have done an outstanding job for the Federation over the past year,

I would like to take this opportunity to thank them for their hard work, dedication and support that provide me and the board on a daily basis. We are lucky to have such a strong knowledgeable team and the Federation would not be where it is today without them.

I hope you will agree that the UKWF is in great shape and it's an exciting time to be part of the federation. As always, creating a strong and united voice and combining our talents is key to our success and if you would like to get involved, please do come and speak to me so we can work together to benefit all of our members and the wider weighing industry.

Marina Campbell of Precia Molen proposed and Dan Egan- Sheath of Northern Balance seconded that the Chairman's Report be formally adopted; this was unanimously agreed.

#### **4. Treasurer's Report**

Charles gave the following report:

Firstly our treasurer Richard would like to apologise for his lack of attendance in person today, but he has submitted this report for members:

A link to the Annual accounts for 2021 was circulated to all members with the calling notice for the AGM. The accounts show that we made a net profit of £13,000, which is a big reduction on the profit of 2020.

However that surplus in 2020 was due almost entirely to the restriction of activity caused by the Covid lockdown that started in March 2020.

Our turnover fell in 2021 due to a slight reduction in membership caused mainly by mergers and acquisitions between members.

On the expenses side, we appointed a communications officer in late 2020, and started active marketing activities, and this together with a resumption of more normal business was the main reason that our expenses in the year increased by £17,900 on the previous year.

Our balance sheet remains strong, and this has allowed us the backing to set up UK Metrology Board Ltd, as you have previously heard. This exciting expansion of our activities will be of significant benefit to members in future years.

Charles therefore proposed that the Annual Accounts and Accountants Report for the year to 31<sup>st</sup> December 2021 be adopted this was seconded by Mark Clifford of Minebea Intec and was unanimously agreed

#### **5. Officers and Board of Directors elections**

According to the Memorandum and Articles of Association, at each Annual General Meeting three Directors shall retire from office by rotation but are eligible for re-election. These are:

Marina Campbell	Precia Molen
Charles Pullen	Bizerba
Graham Spink	AWM

We received a resignation from Paul Moody of Solent Scales.

The following directors remain in Office:

Jim Cameron  
Kevin Cartwright  
Mark Clifford  
Richard Herbert  
Steve Hart  
Tom Marren

Marina, Charles and Graham confirmed their willingness to re-stand. In addition, there were 2 further nominations:

Melvin Crane – MK Scales: Proposed by Paul Moody of Solent Scales, seconded by Graham Spink of AWM

Dan Egan-Sheath – Northern Balance: Proposed by Tom Marren of Coventry Scale Company and seconded by Sam Jones of Ohaus.

With 5 candidates for 4 vacancies a ballot was held and the UKWF members elected

Graham Spink  
Charles Pullen  
Marina Campbell  
Dan Egan-Sheath

Graham thanked all the candidates who stood for election and welcomed Dan onto the board.

The Officers, according to the Memorandum and Articles of Association, are recommended for election at the AGM by the Board of Directors.

The Board of Directors have duly nominated Graham Spink for election as President. The nomination was seconded by Marina Campbell of Precia Molen and was unanimously agreed.

For the post of Vice President, the Board have nominated Charles Pullen for re-election. The nomination was seconded by Mark Clifford of Minebea Intec and was unanimously agreed.

The board have confirmed Richard Herbert has been nominated for re-election The nomination was seconded by Dan Egan-Sheath of Northern Balance and was unanimously agreed.

## **6. Re-appointment of Auditors**

Graham proposed that dng Dove Naish Chartered Accountants of Eagle House, 28 Billing Road Northampton be re-appointed as Accountants to the Federation for the coming year. The proposal was seconded Tom Marren of Coventry Scale Company and unanimously agreed.

Graham declared the AGM closed and opened the Regional Meeting.

## **Regional Meeting**

1. Presentation – International Conference of Weighing, Luis Cachon, Mettler Toledo  
Luis Cachon is the Head of Legal Metrology for the Mettler Toledo Group. He is also President of the CECIP International Cooperation Group (ICG) and Business & Trade Group. He gave his

presentation about the inaugural International Conference of Weighing, and this is attached to these minutes.

There were no questions.

## 2. Comms Report

The UKWF took Grace Marren on as Comms Officer in September 2020 to improve the communications with members. It is great to finally get to meet her in person. Grace gave her update and the presentation is attached to these minutes.

### Questions/comments

450 followers for UKWF on twitter for Ian's UKWF technical officer but not many UKWF members follow these. If you are on social media please give him a follow

Julian Hope of Herbert Group– there has been lots of good internal comms but where is the work on marketing UKWF to end customers.

Grace advised that we spent a lot of time re-branding and raising awareness with stakeholders and will now work on our marketing on this going forward, to promote the federations to prospective new members and then to end users. We need to get our name out to the end users.

Luis Cachon – follows us on LinkedIn and it is a good channel with very relevant information. This is sometimes the first place European weighing companies get UK announcements and we have a very respectable number of followers.

Grace thanked him for his comments and advised that UKWF tries not to be too political. She also pointed out that we always share information with members first before it goes out on Social channels.

### Apprenticeship scheme

There was a query on where we were with the apprenticeship scheme that Grace mentioned. Ian did a lot of work with NPL pre covid to get a Legal Metrology apprenticeship course set up. This was just at the process of getting funding approval when the project was paused by NPL due to the pandemic. We do not know if this will proceed due to funding issues post covid.

Kevin Cartwright is the board lead on this project and advised members that we have a backup plan to assist members to attract apprentices and to have a legal metrology module. If any members have any ideas or want to be involved with this initiative let Secretariat know.

## 3. Presentation –GAMBICA/UKWF Partnership by Jacqueline Balian, GAMBICA

The UKWF recently partnered with GAMBICA. The UKWF board and supporting team are dedicated to ensuring that all of our members continue to get real value from their membership and we believe that this partnership is a key step forward for the Federation. A copy of Jacqueline's presentation is attached to these minutes.

### Questions

Julian Hope – Low Voltage directives does GAMBICA have any access to training on low voltage due to the new directives.

Jacqueline advises she can pass this request onto Andy who is the GAMBICA expert on this field.

RoHS has also got plenty of changes

GAMBICA are running some webinars on REACH and RoHS.

RINA could be able to some training,

Any Goddard – Marel

Does GAMBICA have access to any standards committees

Jacqueline advised they have access to Harmonisation committee and that GAMBICA could nominate UKWF members to serve on this.

#### 4. Technical Officer's Report

Ian delivered his technical update which is attached to these minutes.

Questions:

Andy Goddard, Marel

Did UKWF challenge OPS&S on the monopoly supply of their withdrawal?

Ian confirmed that UKWF did ask this question repeatedly in their meetings and OPS&S were perfectly happy to leave a monopoly supplier. Board had considered lobbying but as this was essentially a top government decision, lobbying would be futile.

Julian Hope, Herbert Group – as testing is still the same can we challenge NMI on their prohibitive fees.

UKWF have already asked this question and NMI are not happy to accept the test certs and copy them. They have to do new tests themselves and will charge for this.

Luis Cachon – Mettler Toledo

Certificates issued by a British notified body - An EU company is under no obligation to recognize and none will.

Need mutual recognition for OIML certificates. If they don't allow this it will be a huge issue. Mannie Pannesar is chairman of OIML panel, can he influence this decision.

No UK member in WELMEC

EU 27 market includes a lot of business for UK/NI

A company cannot use a parts certificate on a POS in Germany issued by UK Notified body, it will not be accepted.

OIML 60 certification will be accepted as NMO is an issuing body for OIML and therefore these are accepted.

Brian Oynangi John White & Sons

To transfer a Module D – do SGS need to audit us first, as they are so behind they are not responding quickly and we could be in the situation of not having the relevant documentation by the cutoff date.

Ian advised - If a company do not have a new Module D supplier by 30<sup>th</sup> April they will not be able to trade legally.

There were many members that questioned why Module D certificates with end dates after 30<sup>th</sup> April are not valid until expiry.

Ian advised this is due to an anomaly with Module D. A Notified Body has the right to remove that certificate under Module D and as NMO will no longer be a notified body after the 30<sup>th</sup> April - the NMO lawyers have advised that all Module D certs issued by NMO will have to expire on 30<sup>th</sup> April.



Derek Thompson – Precia Molen

If companies cannot transfer Module D to the 2 companies currently available to take them on and they cannot fulfil the timeframe – is there a workaround? Otherwise companies can then not place on the market or re-verify.

Ian and Graham had a high level meeting with SGS as we were aware of this issue a while ago, and they were confident that they could meet the timeframe.

Graham and Ian have a meeting coming up with OPS&S and will feedback these concerns and advise there is a huge issue coming for manufacturers and will seek clarification.

Tony Bennett-Poole, Positive Weighing Solutions

End users are not aware of this situation.

Ian agreed that this was also a huge problem.

Grace advised that OPS&S was contacting various versions of Weighing federations around the world to advise them

Canvassing the room only one company has successfully got a Module D transferred (with NMI).

Melvin Crane, MK Scales

Can we ask NMO for extension to the date. Can we lobby for them to make a transition the end of the year.

IT advised that NMO will not extend as the April date is a drop dead date.

Module F needs a UKCA mark – but this can go on the accompanying documents. You cannot use a CE Mark in this instance.

Module F in NI you can use a CE Mark

## 5. Discussion Sessions–

We had a round table discussion on the topics below with a UKWF director on each table to help facilitate the discussions and assimilate feedback to the room.

### **Conformity Assessment Body**

Following news that the NMO is stepping back from the market, the UKWF investigated the possibility of creating an independent approved Conformity Assessment Body (CAB) that can provide these services, and following member feedback The UKWF board has created a new CAB company that will not only meet the needs of UKWF members, but also other manufacturers that may require this service.

This isn't a decision that the board has taken lightly - UKWF are investing a significant sum in this venture and there is a great deal of work and a lengthy process to gain UKAS certification before the company can start trading.

The new approved body has been set up as a separate legal entity called UK Metrology Board Ltd, it will be known as UKMB, and the UKWF are the sole shareholder.

The UKWF Board have appointed a director for UKMB to drive the process and carry out the necessary work to achieve accreditation. I am delighted to announce that Paul Moody has been appointed and is responsible delivering the services of UKMB.

UKMB has been set up as a separate legal entity, independent of the UKWF, with its own management structure and team, and we will of course ensure the new company has full transparency and is operationally independent of the UKWF.

That said, as the UKWF is the sole shareholder of the UKMB, the success of UKMB will provide dividends to the UKWF and in turn this will give the UKWF the opportunity to provide additional benefits for members, such as a reduction in membership fees as an example. We welcome your thoughts and feedback on all of this and with a director on your tables today, please speak to them if you would like further information or clarity on anything.

**UKMB discussion points and questions:**

**Q - What is the timeframe for UKMB**

Paul confirmed that we are working to get the UKMB application to UKAS by end of June and starting sept by sept and hoping to achieve accreditation by end of this year. It certainly will not be in place by 30<sup>th</sup> April but it will be a service that will assist the UKWF in the future.

**Q - Discounts and Incentives for UKWF members and conflict between UKWF and UKMB.**

Discounts are not able to be offered to UKWF members for the pricing but if UKMB is successful and pays out dividends these will come back to the UKWF and will be used to assist UKWF members in the future.

We need to meet the impartiality criteria set by UKAS and therefore we need an Impartiality committee for situations where complaints or possible conflicts can be dealt with.

This will comprise:

- a representative from UKWF (a named person at a member company)
- a representative from UKMB (Paul Moody as Director),
- some Independent people (Non UKWF Members)
- a representative from UKWF board (probably the current president)

If the complaint was against UKMB – UKMB would not take part in the impartiality committee investigating. If against UKWF then board member would not be involved in the committee.

**Q - Is UKMB a commercial venture and if so why can we not agree to give discounts.**

Paul advised UKMB cannot be seen to be giving preferential rates to Members. We can set the fees for our services and allow discounts but these must be applied across the board.

**Do UKMB want to extend from just offering Module D**

Yes we will want to increase the scope from Module D in time.

**Additional costs to UKWF membership due to this project – will this increase membership costs.**

**What Auditors – sub contracted? Who?**

There is a possible age issue with the auditors we are talking to. They are already working as module D approvers. We approached existing NMO auditors and some TSO's.

**Can people transfer before audit**

What the value would be in moving across, and how would we break into the 3 year cycle.

If the UKMB is set up and has clients and it doesn't work, then we would have to make a

decision on whether there was enough benefit to members for UKWF to put in money each year. It could just be a service that UKWF was providing its members. This should be successful as a stand alone commercial enterprise.

**Is there an opportunity to have a forum for suggestions on how to interpret things.**

For example an annual letter from Module B suppliers which is not required in law. This should be a commercial decision, but this may have to be investigated first. We want to be as transparent as possible.

**When are we taking orders?**

We have to be very careful with this as the UKMB cannot be seen to assume that we will get UKAS approval as this could work against us in the audit for our approval.

- a. NMO Future Opportunities (20 Mins)
- b. Challenges within Weighing Industry (10 Mins)

The first discussion is on UKWF Conformity assessment body.

Further to this, the NMO have asked UKWF for input on what we would like to see from them post CAB withdrawal. Please discuss this round your tables.

6. AOB and close

There was no other business and Graham thanked everyone for their contributions to the meeting. The meeting was closed.