

TRUSSED RAFTER ASSOCIATION



Dear Member,

9th February 2017

The Trussed Rafter Association Annual General Meeting: Thursday 2 March 2017

at

Jurys Inn, Hinckley Island

A5 Watling Street, Hinckley, LE10 3JA

On behalf of the TRA Management Committee I am very pleased to invite you to this year's AGM on the 2nd March at Jurys Inn Hinckley Island. This year's venue has been chosen for its excellent food and facilities and we very much look forward to seeing all members on the day.

I am very pleased to announce that after the break there will be a programme of construction industry speakers. We will be hearing from **Mark Farmer**, author of the Farmer report "modernise or die", **Oliver Novakovic**, Technical & Innovation Director, Barratt Developments and a representative from NHBC. Final details will be sent out ahead of the meeting.

Once the formal business of the AGM has been concluded there will be an opportunity for networking before an informal dinner at the Hotel in the evening. This is a chance to catch up with friends and colleagues whilst enjoying a drink or two over supper. This member's only evening event is very reasonably priced at £49.75 including wine.

Please find below the following:

- The 2017 AGM Agenda and formal motions
- Links to register places for the AGM and the Dinner
- Form of Proxy for those not attending the AGM
- Link to the Minutes of the 2016 AGM

Continued

The Building Centre, 26 Store Street, London WC1E 7BT
Tel 020 3205 0032 e-mail: info@tra.org.uk web: www.tra.org.uk

The Trussed Rafter Association is a company limited by guarantee
Registered in England No. 3132508

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Members are asked to please register for the AGM online using the links below. If you are returning the Form of Proxy, please do this as soon as possible but no later than Tuesday 28th February 2017.

We very much hope members will join us for dinner in the evening so please book your place/s online using the link below. You will have the opportunity to pay by credit or debit card. If you wish to pay by cheque, please contact Jessica Farr in the first instance on 0203 205 0032.

To book places for the AGM. : <https://www.ticketsource.co.uk/date/336821>

To book places for the dinner. <https://www.ticketsource.co.uk/date/338310>

I would encourage all members to attend both the AGM and dinner, it is an opportunity to share your views on what's happening in the industry and through the content of the meeting we will be seeking your input to help shape future TRA Strategy.

If you need any further information please do not hesitate to contact me via the details below.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'Nick Boulton', written in a cursive style.

Nick Boulton

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AGENDA

The Trussed Rafter Association Annual General Meeting: Thursday 2 March 2017

Jurys Inn, Hinckley Island, A5 Watling Street, Hinckley, LE10 3JA

A buffet lunch and opportunity for informal networking will be available in the Conference dining room from 12.30

The AGM will commence at 13.00.

AGENDA

1. Welcome from the TRA Chairman

TRA Chairman, Jonathan Fellingham, will open the meeting.

2. Competition Act 1998

To note and agree to abide by, the provisions of the Competition Act

3. Motivational Speaker - Mollie Hughes – Excellence & Achievement

4. Formal AGM Notice convening the meeting

To read the Notice convening the Annual General Meeting.

5. Apologies for absence

To note any apologies for absence received from TRA Members.

6. Minutes of the last AGM

To approve the minutes of the previous Annual General Meeting held on 25th February 2016.

7. Chairman's Report

Jonathan Fellingham will provide members with a report of the actions being undertaken to implement the Vision and Strategic Plan adopted by the TRA.



8. Finances

- i. To receive a report on the Income and Expenditure Account of the Association for the year ended 31st December 2016 and the Balance Sheet at that date.
- ii. If thought fit to approve the Accounts of the Association for the year ended 31st December 2016.

9. Elections

i) Chairman

To receive nominations for the post of Chairman of the Association for the period to the Annual General Meeting 2018.

It is proposed that Jonathan Fellingham of Donaldson Timber Engineering Ltd serve as Chairman of the Association for the period to the AGM 2018.

ii) Vice-Chairman

To receive nominations for the post of Vice-Chairman of the Association for the period to the Annual General Meeting 2018.

It is proposed that Alex Duff of Merronbrook Ltd serve as Vice-Chairman of the Association for the period to the AGM 2018.

10. Election of Regional Chairman

The TRA Management Committee proposes that the nomination and election of Regional Chairman will now take place as part of the TRA AGM. To facilitate this change it is formally proposed to amend rule 15, sentence two to read:

“Each region shall nominate one of their number annually for election at the General Meeting of the Association, as Chair to represent their Region on the Management Committee.”

On the basis members vote to adopt the above rule change, the current Regional Chairmen are proposed for re-election for the period to the AGM 2018:

- Peter Andrews – South West Region
- Alex Duff - South East Region
- David Stockill – Midlands East Region
- Michael Smith – Midlands West Region
- Daryn Scally – Northern Region

Alan Armstrong is also formally welcomed as the new Chairman for TRA Ireland.



11. Subscription Rates

On the basis of the planned work programme to be funded during the coming year, the TRA Management Committee has determined to increase membership fees for all categories of Membership as below. A 5% prompt payment discount will be available where payments are received by 31st March.

	Annual subscription payment before 31.03.17	Annual subscription payment after 31.03.17
Fabricators	£950.00	£1000.00
Suppliers (1 Region)	£1530.00	£1610.00
Suppliers (2 + Regions)	£2242.00	£2360.00
Professional	£300.00	£315.00
System Holders	£7360.00	£7360.00

This is not a voting motion.

12. Eurocode Design

Members are reminded that as announced at the AGM 2016 the formal position adopted by the TRA Management Committee in respect of transition to Eurocode design:

“From 1st January 2018 all TRA members will, for new design work involving Trussed Rafters and Metal Web components, design to EC5. Existing BS.5268 designs may be referenced for a further six months until 1st July 2018.”

This is not a voting motion.

13. Any Other Business

To discuss.

14. Close of the Formal AGM Proceedings

The Chairman will formally close the 2017 AGM.

There will be a 20 minute break for tea & coffee, following the formal AGM.



We are very pleased to announce that after the formal AGM there will be a programme of construction industry speakers, and we will be hearing from:

15. Construction Industry Speakers

- Mark Farmer – Author of the Farmer review “modernise or die”
- Oliver Novakovic - Technical & Innovation Director Barratt Developments
- A representative from NHBC.

16. Opportunity for Q&A

The meeting is planned to finish at approximately 16.45.

Once the presentations have concluded we look forward to seeing you later, at the Members Evening hosted by the TRA Chairman.

18.30 – 19.00 *Pre- dinner drinks in the Lakeside Suite bar.*

19.30 – 23.30 *Informal dinner in the Lakeside Suite. Please be aware advance booking is required to ensure your place for this evening event.*

Please register here <https://www.ticketsource.co.uk/date/338310>

-Ends-



Form of Proxy

IF YOU ARE UNABLE TO ATTEND THE TRA AGM then in accordance with the Rules of the Association, votes on all Resolutions at a General Meeting may be given by proxy. Therefore, if your company is not to be represented in person at the AGM, you may return this Form of Proxy to the Secretary of the Association **by 11.00 am on Tuesday 28th February 2017**

Ref:	Resolution:	For:	Against:
6	To approve the Minutes of the meeting of 26th February 2016.		
8 (ii)	To approve the Income & Expenditure Account and the Balance Sheet for the period to 31 st December 2016.		
9 (i)	<p>Resolution that Mr Jonathan Fellingham be elected Chairman of the Association for the period to the AGM 2018.</p> <p><i>OR</i></p> <p>We propose that be elected Chair of the Association for the period to the AGM 2018</p> <p>Proposer</p> <p>Secunder</p> <p>NOTE: The Candidate, Proposer and Secunder must each be full Voting Members of the Association.</p>		
9 (ii)	<p>Resolution that Mr Alex Duff be elected Vice Chair of the Association for the period to the AGM 2018</p> <p>Proposer</p> <p>Secunder</p> <p>NOTE: The Candidate, Proposer and Secunder must each be full Voting Members of the Association.</p>		
10	<p>Proposal to amend rule 15, sentence two to read:</p> <p><i>“Each region shall nominate one of their number annually for election at the General Meeting of the Association, as Chair to represent their Region on the Management Committee.”</i></p>		

TRUSSED RAFTER ASSOCIATION



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We, the undersigned, being fully paid up members to 31st March 2017 of the Trussed Rafter Association appoint the Chairman of the Annual General Meeting on 2nd March 2017 as our Proxy to vote on behalf of this company on the above Resolutions to be proposed at the Annual General Meeting, our single vote in respect of each Resolution to be exercised as indicated above.

Signature Date

Name Position

Company Name

Company Address

.....

.....Post Code.....

-Ends-