

THE SURVEY ASSOCIATION
THIRTY SIXTH ANNUAL REPORT

YEAR 2015
AND ACCOUNTS FOR 2015



THE SURVEY
ASSOCIATION

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THIRTY SIXTH ANNUAL REPORT OF THE COUNCIL
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THE SURVEY ASSOCIATION
OFFICERS AND OFFICIALS 2015

OFFICERS

PRESIDENT - Mr Mark COMBES
VICE-PRESIDENT - Mr Adam BRADLEY

OFFICIALS

SECRETARY GENERAL - Mr Rory M STANBRIDGE

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THIRTY SIXTH ANNUAL REPORT **OF THE COUNCIL OF TSA** **YEAR 2015**

1 THE ASSOCIATION

1.1 Introduction

The year of 2015 has proved to be another successful one for TSA as membership numbers increased to 164 with the introduction of ten new members during the year. This again shows the high esteem in which TSA is held by the industry and its relevance to surveying whilst the number of application packs being sent out continues to rise.

The running of The School in Worcester placed extra pressure on both The Secretariat and Council and resulted in the decision to employ a P/T bookkeeper, Laura Lynn, who joined the Secretariat team in October 2015. To ensure a structured and consistent approach, a Board of Governors consisting of the TSA President, Vice President, one committee Chairman and The Secretary General was formed to oversee the management of The School and this group met twice in 2015.

As in previous years, there were two major TSA events held in the year, the AGM and the Discussion Group now known as "The TSA Conference." The AGM was held at the HQ of Leica in April and we again thank Leica for their continuing support of TSA. The Conference was held in November at the RAF Museum in Hendon. More of this in the MIA report.

TSA once again took an active role in the SLG (Survey Liaison Group) with RICS, AGI and CICES. The group continues to work closely on a number of issues with particular emphasis on the production of guidance information, some of these documents being triple badged. The main thrust of the group in 2015 was to continue the development of the GeoBusiness show held in May at the Business Design Centre in Islington. This year an increase in the number of both visitors and exhibits clearly indicated the appetite for the show which in 2016 will again be held at the same venue with a conference alongside it.

The TSA website continues to be well supported and the Job Opportunities page provides members with a FREE recruitment service whilst-also serving as an incentive to join as the cost for a non-member now being £600 per month. At the time of writing there are more than 70 positions available and the site had unique visits from a total of 177 countries in the year.

Council met as usual four times in the year, the meetings being spread around the country to make it fair and easier for all to attend.

From an administration point of view, 2015 was again a successful year in terms of the number of "Application to join TSA" packs sent out, this year totalling 113. This is in part to the increased PR that TSA is engaged on having employed a professional writer, the increased traffic through the website and the requirement by a number of clients for all sub contactors to be members of TSA.

Once again TSA awarded a bursary to two students from Newcastle University, the cheque being handed over to the recipients by The President, Mark Combes, at the TSA Conference held at RAF Hendon.

Message from the President – Mark Combes



As we approach another TSA AGM a look at the Quarterly Industry Snapshot Surveys (QISS – issued out to member companies by TSA) over the last year, shows some interesting business trends among the membership. Whilst accuracy is a key feature of our industry it would be fair to say TSA's QISS can be considered a good indicator of our business trends with an average of 64 replies to each quarterly survey over 2015; representing 40% of the membership which is a good survey poll uptake, thank you to those who participated.

So what has the QISS shown over 2015? Well that old chestnut of “low fees” in the survey industry that is muttered and whispered about, but never really addressed, has actually been knocked off top spot as “the item causing most adverse pressure on survey businesses”. In 2014 low fees were a problem for 46% of member companies reducing to 22% in 2015. This is good news and backed up with 92% of the membership in 2015 operating at full capacity. So the first message is let's increase our rates its simple economics of supply and demand and make 2016 a more prosperous year for the survey industry.

Having climbed out of a recession in recent years these increased profits are needed to replace that aging equipment and enable all round company investment for future sustainability. Good news for the manufacturer's but less about equipment because we need no help with talking & playing with equipment. What we should be doing is investing in our people.

The QISS shows that the number one pressure in 2015 on Survey companies taking over from low fees in 2014 is a lack of trained skilled personnel; TSA job page backs this up with a total of 73 current vacancies being advertised. A great deal is being done to address this skills shortage and each company has their preferred choice and methods with most taking on a combination of training new recruits from scratch, using The Survey School (pleased to see student numbers increasing), recruiting from the EU, Universities & Colleges etc.

Has anyone also thought of employee retention? Most probably, but it is sad to see a quick look at TSA's Salary survey in 2010 compared with 2015 shows that the survey industry appears to be paying its employees very similar salaries if not much the same? This is another reason to increase our fees and pass down the fruits to the Surveyors. It's a no brainer, people not only stay in our industry but it attracts quality people from all sectors with transferable skills and encourages the next generation who can identify that they will be rewarded properly.

Low fees in 2015 were a problem on average for 22% of those companies that completed the QISS whilst the adverse pressure of competition over the whole of 2015 was only a concern for 4% and in October 2015 it did not even get a vote. Again another reason to move fees upwards; don't worry about the next TSA member Company with respect to competition because that will come from other companies “coming over the hill” that we don't yet know about?

With the latter in mind it's important to innovate as an industry and look to opportunities such as BIM and how well we are placed for reaching BIM Level 2 in 2016. Back at the TSA AGM 2013 held at York, Martin Penney (Director at Technics Group) presented his survey poll results on the up take of BIM. Basically a third of TSA members were not interested at all in BIM, another third thought they should be investing in BIM but weren't and the final third were in BIM at some level but probably not a high enough level. Where is your company now? The survey industry is well placed at the beginning of the BIM supply chain where fees charged are at their highest and decrease over time into the facilities management phase. Martin Penney at the 2015 Survey Conference was asking for new members and input on the Survey4BIM group, it's not too late to get involved in BIM.

It's an exciting time for TSA and its membership, let's make use of it wisely and take on the challenges together. Low fees and shortage of skilled people are just a couple of the ongoing challenges with equipment theft also a hot topic at the moment. I would urge members to attend Geo Business 2016 and the Debate on Equipment theft that TSA is holding at 11:45hrs on 25th May, 2016. Make sure you have your say.

Talking of having your say, there were 254 replies to the QISS in 2015 which is excellent. Increased input and feedback in 2016 would be great and on any other matters you would like to bring up. TSA is your Trade Association the more input the more successful it will be and also help in the formation of the next TSA Business plan. Are members interested in increased political lobbying for example stating the private survey industries case over the Government funded public survey sectors which are increasingly entering into our markets? What political information is the membership interested in and can TSA help?

Whilst TSA Committee and the Secretariat are completing more work than ever it is important this is in the right direction and continues to bring value to the membership. TSA Committee and the Secretariat and all those working at The Survey School are enthusiastic committed people and I would like to thank them all for their great efforts and continued good work.

Looking forward to representing you in 2016, thank you for your support.

A handwritten signature in black ink that reads "Mark Combes." The signature is written in a cursive, slightly slanted style.

**Mark Combes BSc (Hons), Dip Svy, MRICS, MCInstCES
TSA President**

1.2 The Officers of the Association

At the 2015 Annual General Meeting, Mr Mark Combes of The Severn Partnership was confirmed as having been elected President by the Council for one year, and Mr Adam Bradley of Jacobs Ltd was confirmed as Vice President for one year.

1.3 The Council

Council members at 31 December 2015 are listed at Appendix I. Others who served Council during the year have also been included.

1.4 The Committees of the Council

Membership of the Committees is shown at Appendix II. Summaries of the work of the Committees are in Section 2 of this Report, along with a brief resume of other activities and developments.

1.5 Financial Results

The notes to the 2015 accounts can be found at APPENDIX III. The full set of accounts for 2015 are attached and will be posted on the website once approved. Those of previous years may be also found on the Members' Only area of the website.

1.6 Minutes of the previous meeting

The minutes of the previous meeting held in 2015 can be found at the end of this document.

2 THE ASSOCIATION'S ACTIVITIES

2.1 Introduction

All Council members serve on one of the three core Committees, whose activities are listed below. The Council has adopted a policy of co-opting member company representatives onto Committees to provide a wider spread of expertise to those Committees and to provide a wider range of awareness of TSA activity to member companies.

Thanks are due again to all those who have devoted time to Council and Committee activities during 2015. Without this support of the Association by the member companies, there would be no TSA. All member companies are encouraged to have a greater involvement in Association affairs. Everything counts – completing the QISS return, attending meetings, providing feedback to the Secretariat and responding to circulars. The use of online mini polls continues and these are regularly supported by up to 75% of the membership.

Political lobbying continued in 2015 with the watching and reporting brief by TSA's lobbyists, MHP and the monthly report continued to be submitted to members via the TSA Update newsletter. MHP have also assisted TSA in writing relevant letters to MP's, Ministers and Government Departments.

Supplier Members, the numbers of which are still increasing, are encouraged to become more involved with sponsorship of events, and thanks go to those members that contributed last year, especially those that have assisted with the development of The Survey School. Further opportunities for the running of technical seminars are currently at the planning stage to enable the Supplier members to take an even more active role in TSA business.

The main change to the Association's activities in 2015 was the continuing development of The Survey School in Worcester. More about this elsewhere in this report!

2.2. Membership and Internal Affairs Committee



Adam Bradley, Chairman

Part of the remit for the MIA committee, chaired by Adam Bradley in 2015, is to assess the suitability, both professionally and financially, of new applications to join the Association. During 2015 a number of new applicants were assessed by the committee and the procedures for membership entry were improved and strengthened. A total of 113 companies requested the membership application packs and a total of 10 new members were admitted to the association. At the time of writing this report, a further 9 companies are going through the vetting process for membership.

The bulk of the work for the MIA committee in 2015 was assessing new applicants, changing procedures, seeking out new member benefits and again assisting the members with support and advice. In previous years, a number of technical and business seminars have been run but due to the introduction of The School in May 2014, these were reduced last year but will hopefully again increase in 2016. The annual H&S seminar was again held at Leica offices in Milton Keynes to a record number of attendees and our thanks once again go to Leica Geosystems for continuing to host it each year.

The annual Discussion Group meeting, now known officially as "The TSA Conference" was held in November at the RAF Museum in Hendon on the topic of BIM. This was again a truly superb venue

matched by the quality of the speakers. The day, Remembrance Day, included a two minute silence, held beneath the wings of a Lancaster Bomber. These events afford the members a great networking opportunity and this one was no exception. All in all a fabulous day! A short video of the day was produced and can be viewed on here: <https://www.youtube.com/watch?v=pEz-RBS702s>.

The members' Helpline, provided by Croner, continues to be well used by members and is seen as a major benefit of membership to potential applicants.

The CCD scheme introduced in 2009 is continuing to gain new members and is now compulsory for any new Full/Associate members of TSA. The total completing the return form in 2014 being 53 and these companies are now highlighted on the TSA website.

The PI scheme run by Lockton continues to attract new members. At the end of 2015, well over 60% of eligible members were included in the scheme. Adam Axtell Powell from Lockton continues to work with TSA and its members giving advice and guidance when required. In 2008, Lockton introduced and sponsored the Presidents' Prize which in 2015 was awarded to John Witherden. John, a past Vice President of TSA, had decided that it was time to stand down from Council and the award of the prize was in recognition of his outstanding and lengthy service to TSA.

JELF, another supplier member of TSA, continues to promote their survey equipment insurance policy exclusive to members of TSA. The policy called SURVEYSURE became operational at the beginning of 2010 and has already saved members a considerable amount of premium money. This despite it being a critical time for insurers in light of the increase in the number of pieces of survey equipment currently being stolen and reported.

MIA continues to look for opportunities to assist the membership both in terms of advice and benefits. A number of new ideas are currently being considered for 2016 and as always we welcome suggestions on these from member companies.

2.3 Public Relations Committee



Graham Mills, Chairman

The Committee was chaired by Graham Mills in 2015.

TSA continued to work with Ruth Badley in 2015, successfully publishing articles in Building Design Construction magazine on BIM and a feature on The Survey School in CES. A follow-up article, for Rail Professional magazine, on TSA's Railway Surveying Guidance Note was also produced which included some excellent feedback from people who had downloaded the document all over the world. Stephen Booth gave good coverage of TSA's first Conference – previously named the Discussion Group – held on 11th November. Ruth has also liaised with the 'Go Construct' initiative run by the CITB, assisting them with the descriptions of surveyors and providing a case study. A link has also been added to the Become a Surveyor website.

New promotional material was produced in time for GEO Business 2015, including a brand new TSA Brochure and an accompanying brochure for The Survey School. Branded pens, mugs and lanyards were also produced and have proved to be very popular. The Survey School was part of the

'Education Zone' at the GEO Business Show. TSA shared a joint stand with ICES, RICS, AGI and ICE.

TSA utilised the services of a film crew at GEO Business and again at the Conference. The short promotional films were uploaded to TSA's You Tube channel and featured on the website.

TSA became a last-minute sponsor of the ICE Service Strike Mock Trial in February and co-sponsored ICE's events throughout the year. TSA also agreed a media partnership with the SkyTech Conference held in April 2015.

TSA engaged the services of a professional photographer at the Survey School Graduation Day on 3rd July and again at the Conference in November. These images are being used on the website and in promotional literature.

TSA's website attracted over 77,000 unique visitors from 177 countries in 2015. This is an increase of 133% on 2014 numbers. The Job Opportunities page continues to be the most popular page on the website, averaging almost 3,000 unique visits per month. TSA members have benefitted from being able to post Job Adverts free of charge.

Work was completed on a two-minute animation sequence, which promoted surveying as a career. This was uploaded on www.becomeasurveyor.com and has been viewed over 2,000 times, with a paid campaign on Twitter and Facebook helping to promote it. The new, improved website received just over 20,000 unique visitors from 160 countries in 2015.

TSA's LinkedIn Group has increased to over 3,000 individual members and continues to be a place for discussion. TSA's Twitter account now has over 1800 followers and has been a direct source of membership enquiries and drives traffic to the main TSA website.

Sam Douglas-Bate gave a presentation on politics at TSA's AGM and MHP have continued to provide Political Monitoring Reports every month, which are distributed along with 'TSA Update' using a web-based method.

Technical Committee (Below Ground)**Mike Page, Chairman****Technical Committee (Above Ground)****Mike Hopkins, Chairman**

The Technical Committee under the new structure of BELOW Ground and ABOVE Ground has worked well producing documents on a number of vitally important topics relating to the surveying industry throughout the year. The documents are all downloadable FREE from the TSA website and these continue to be downloaded from all over the world.

The main focus for the Below Ground Committee has been the alignment of the Essential Guide to Utility Surveys to incorporate PAS128 and other Utility Mapping issues.

Two Guides are being produced, both client guides, Utility Detection Survey Mini Guide and the Main Guide, Utility Detection Survey. These will replace the Essential Guide to Utility Surveys. Publication is scheduled for March 2016.

Completed projects:-

- Instrument Calibration
- Geological Survey
- Tagging Underground Assets
- Updated a Briefing Note on Safety Recommendation for Class 3 lasers

Work in Progress topics:-

- Utility Survey Guidance Notes issue 5
- Survey Specification for Architects
- Commissioning Offshore Hydrographic Surveys
- Qualifications & Training
- Work Samples (align a work sample to each client guide)
- TSA's H & S Scheme Appraisal (Annually)
- Document Control System

BIM Committee Liaison/Survey4BIM

This Liaison Group was keeping abreast of this topic with guidance from Martin Penney (Technics) who is representing TSA.

Utilities Accreditation Scheme

Members were consulted on an Accreditation Scheme which Lloyds have been selected to run. A TSA circular was sent inviting members to participate in a pilot scheme for which we had nine replies. This is very much in the early stages and a realistic timescale for this would be between 18 months to two years.

2.5 Finance Report

The budget for 2015 was drawn up in December 2014 and approved by Council at the January meeting in 2015. The budget was drawn up by The President and the Secretary General prior to submission to Council and was forecast to make a nominal profit. In the event, due to a number of successful initiatives and the increased interest in membership, a surplus was achieved.

The issues affecting the budget and helping to generate the profit were numerous:-

1. An increase over budget of income from new members,
2. An unexpected increase in website income from advertising,
3. Additional commission payments from the insurance schemes,
4. The continuing improvement of The Survey School resulting in an increase in the number of students attending courses.

Members will already be aware that on the 1st May 2014, TSA took over responsibility for the running of The Survey School in Worcester. The asset purchase agreement for TSA to take over the running of The School involved a small upfront payment of £10,000 payable to 40SEVEN to account for furniture, equipment, ongoing contracts and Good Will. 40SEVEN ran The Survey School for many years and whilst running the TA course on behalf of TSA paid an annual royalty on non-member students. As part of the asset purchase agreement a 50/50 profit share between TSA and 40SEVEN will run until the 30th April 2016. After this period, all profits made by The School will belong to TSA.

TSA has signed a lease with the landlords of the building in Worcester which will run until November 2016. Negotiations are ongoing about the future use of the premises.

Two members of staff are employed at The School including the Senior Tutor, Andrew Crumpler, and a second tutor has now been engaged. Other courses using external tutors have been introduced with great success.

Considerable investment of around £30,000 has already been made at The School in terms of technology and training. A further sum will be required in 2016 to continue the programme of development, improvements and technology updates.

The Supplier members of TSA, in particular Leica, Trimble and Topcon have all been very generous in their support of The School for which we give our sincere thanks.

The financial impact of The School has required ongoing restructuring of the accounts and this restructuring will continue in 2016 especially after the end of the agreement with 40SEVEN in April. At the moment, The School is treated as a separate department within TSA.

The Reserves currently stand at their highest level ever but there will be considerable further investment in The School and an increase in the cost of running The Secretariat as TSA continues to expand.

Once again, it is good to be able to report that TSA has never been more financially sound and the future looks very bright.

APPENDIX I

THE COUNCIL: 2015

Mr Mark Combes	-	Severn Partnership (President)
Mr Adam Bradley	-	Jacobs UK Ltd (Vice-President)
Mrs Olivia Masters	-	Airbus Defence & Space Ltd
Mr Tony Rogers	-	APR Services Ltd (Appointed 15 th April 2015)
Mr Oliver Viney	-	Atlantic Geomatics (UK) Ltd
Mr John Witherden	-	Aworth Land Surveys Ltd (Resigned 15 th April 2015)
Mr David Watterston	-	CD Surveys Ltd
Mr Adrian Halliwell	-	M&A Surveys Ltd
Mr Nick Hampson	-	Malcolm Hughes Land Surveyors Ltd
Mr Stuart Dimond	-	MK Surveys Ltd
Mr Mike Hopkins	-	Storm Geomatics Ltd
Mr Mike Page	-	Subscan Technology Ltd (Co-opted 4 th May 2015)
Mr Peter Barker	-	Sumo Services Ltd (Resigned 22 nd April 2015)
Mr Graham Mills	-	Technics Group

APPENDIX II

COMMITTEE STRUCTURE: 2015

1. **Membership and Internal Affairs**

Mr Adam Bradley	(Chairman)
Mr Nick Hampson	
Mr Adrian Halliwell	
Mr Tony Rogers	

2. **Public Relations**

Mr Graham Mills	(Chairman)
Mr Stuart Dimond	
Mr Oliver Viney	
Mr Mark Combes	

3. **Technical**

Mr Mike Page	(Chairman Below Ground)
Mr Mike Hopkins	(Chairman Above Ground)
Mrs Olivia Masters	
Mr David Watterston	

Notes:

1. Seconded participants in Committees were:-

Mr Steven Woodards	Airbus Defence and Space
Mr Sam Roberts	Met Geo Environmental
Mr Luke Steadman	CAT Surveys
Mr Paul Bryan	English Heritage
Mr Andrew Crumpler	The Survey School
Mr Nick Blakeway	Jacobs UK Ltd.

Committee Terms of Reference

MIA – To consider all membership matters including the recruitment and selection of new members and maintaining standards among existing members. Maintenance and development of services to members. Responsible for the TSA Conference, seminars and the AGM.

PUBLIC RELATIONS – Responsible for all matters external to the Association, including relations with other organisations, marketing and promotional activity.

TECHNICAL – Responsible for development of advice and guidance on all technical matters relating to surveying or bearing on the survey business, as well as provision of technical advice to external bodies.

APPENDIX III

ACCOUNTS: 2015

The full set of accounts is attached to this report and can also be downloaded from the Members Area of TSA's website once they have been approved.

Notes to the annual accounts, major items only:

Income:

Membership subscriptions: this item is for TSA membership subscriptions

Commission receivable: commission received from the Insurance schemes run by Lockton and JELF. This also includes income from other partner benefits.

New member enrolment fees: application fees for new members to join TSA.

Website income: the sums derived from non-member advertising on the TSA website.

Survey School Course Fees: fees generated by The School for various courses.

Expenditure:

Repairs, renewals & maintenance: New item. All relate to The School, decorating, hire of office equipment, additional maintenance of building as agreed with landlord, purchase of lecture room furniture.

General travel expenses: Council and Secretariat costs for attendance at meetings, seminars and other relevant events.

Members training: the costs associated with running the H&S seminar, members' business development and technical seminars.

Council meetings: the costs of Council members' attendance at Council meetings.

Marketing: the cost of the increased PR campaign.

Promotional costs: the cost of promotional items for both TSA and The School primarily for GeoBusiness and other events. Also includes the cost of video production for the GeoBusiness show and The Conference.

Legal & professional fees: includes the cost of credit checks on new applicants, legal costs and any other professional services such as new member assessment visits.

Consultancy fees: additional time support from the Secretariat for additional meetings/seminars.

Secretariat fees: this includes rent, phones, postage, printing, travel, etc.

Management fee: fee for the running of the Secretariat. This fee was increased slightly in 2015 due to the additional work required for The Survey School.

Meeting expenses: this item is for costs associated with the AGM, the Discussion Group and all Council and Committee meetings.

Technical support: technical support for Newark including data backup, software and website support.

Survey School Tutor Costs: the cost of engagement of the Tutors at The School.

Survey School Course costs: this includes for lunches, broadband, postage, sub contract tutors, and some survey equipment hire.

Survey School Secretariat costs: this item include for rent, rates, power, water, oil, salaries, etc. in Worcester.

Royalties and licence fees payable: this item includes the accrual for the 50/50 profit split with 40SEVEN since the handover and a number of licences for The School.

Computer Software and Maintenance: website development for both TSA and The School.

Depreciation: depreciation of equipment bought for The School. Assets at The School are the only assets that TSA owns.

Sundry expenses: this sum includes the annual bursary payment of £2000, storage and some IT support.

APPENDIX IV

MINUTES OF AGM – 2015

Subject: REPORT OF THE 35th ANNUAL GENERAL MEETING OF THE UK LAND & HYDROGRAPHIC SURVEY ASSOCIATION LTD HELD AT 10.30 ON WEDNESDAY 15th APRIL 2015 AT THE LEICA HQ, MILTON KEYNES

Attendees

Graham Mills – Technics Group (AGM Chairman)
Steven Woodards – Airbus Defence & Space Ltd
Oliver Viney – Atlantic Geomatics
Tim Viney – Atlantic Geomatics
Luke Steadman – CAT Surveys
David Watterston – C D Surveys
Stephen Walker – Construction Skills Training Academy
Nathan Spencer – CSL Surveys (Stevenage) Ltd
Graham Stroud – Ground Surveys
Rob Stroud – Ground Surveys
Kevin Riddell – Ground Surveys
Rob Williams – J C White Geomatics Ltd
Nick Blakeway – Jacobs UK Ltd
Ryan Bowles – Korec Group
Andrew Beckerson – Korec Group
James Cooper – Land Survey Solutions
Stephen Hawkins – Laser Surveys Ltd
Susan Stewart – Laser Surveys
Adam Axtell Powell – Lockton
Scott Brown – Lockton
Richard Maltby – Maltby Surveys
Adrian Halliwell – M & A Surveys
Derry Long – MBS Survey Software Ltd
Stuart Dimond – M K Surveys
David Fisher – M K Surveys
Graham Fowell – M K Surveys
Stephen Winship – M W Surveys
John Furniss – MHLS
Nick Hampson – MHLS
Kai Duebbert – Murphy Surveys
Mark McGarragh – Ogilvie Geomatics
Stewart Hunt – Ogilvie Geomatics
Steve Ashcroft – Paragon Surveys
Mark Combes – Severn Partnership
Steve Jones – Severn Partnership
Mike Hopkins – Storm Geomatics
Mike Page – Subscan Technology
John Lane – Terrain Surveys
Andrew Clifton – Topcon GB Ltd
Leighton Davies – Topcon GB Ltd

Also Present:

Rory Stanbridge – TSA Secretary General
Rachel Tyrrell – TSA Manager
Susan Murphy – TSA Office Manager

Guests

Sam Douglas-Bate – MHP
Tom Taylor – Zenith Survey

1 Apologies

John Witherden – Aworth Land Surveys Ltd
Nick Smith – Buckingham Group Contracting Ltd
Alison Watson – Class of Your Own
Caroline Hobden – Diversified Communications
Chris Edge – Glanville Group
Malcolm Wheatman – Global Surveys
Adam Bradley – Jacobs UK Ltd
Andy Barton – Jelf Lampier
Anne King – Kingsland Surveyors Ltd
Oliver Brooks – Korec Group
Ian Lewis – Lewis Brown
Nicholas Minns – LSTC
Mark Johnson – Landmark Surveys (Wales) Ltd
Rob Brassington – M J Rees & Co
Norman Oliver – N D Oliver & Co
Jon Mills – Newcastle University
Stuart Edwards – Newcastle University
Simon Bailey – Site Vision Surveys
Roy Stanbury – Stanburys Ltd
David Orritt – Survey Operations
David Bennett – Topcon GB Ltd
Ian Stilgoe – Topcon GB Ltd
Paul Baggaley – Wessex Archaeology

2 Approval of the report of the previous meeting

The minutes of the previous meeting were accepted without amendment.
Proposed by Adrian Halliwell and seconded by Tim Viney.

3 Matters arising

There were no matters arising.

4 To approve the Resolution: To receive the 35th Annual Report and the report and accounts for 2014.

The report and accounts were accepted after a number of questions.

Richard Maltby asked if TSA made a profit or a loss without The School. RMS explained that the accounts were being structured, for the time being, to show the split in profits to 40SEVEN relating to The transfer of ownership of The School. TSA itself made a profit for the year in the order of £15000.

John Furniss asked what the predicted profit for The School is over the next twelve months. RMS answered that The School has now engaged another tutor and have put aside a sum of £30000 for additional development. A profit of around £40000 is still expected. The Chairman also thanked all the suppliers who have offered support and equipment to The School.

Richard Maltby asked if any thought had been given to combining The School and the Secretariat. The Chairman said that although this was a possibility, he did not think that it would be advantageous bearing in mind where everyone lives and nothing would happen until November 2016 when the current lease period on The School ends.

Acceptance was proposed by John Furniss and seconded by David Watterston.

5 To approve the Resolution: To appoint CBR Accountancy as the Association's accountants for the coming year.

The Chairman stated that CBR had once again provided an excellent service to TSA during 2014 and the Secretariat had reported that CBR's help with The School had been invaluable.

The resolution was approved unanimously. Proposed by Mike Hopkins and seconded by Luke Steadman.

6 To announce the composition of the Council, and the incoming President and Vice President

The Chairman announced the composition of the new Council as:

Mark Combes – President Vice President – Adam Bradley

Council: Peter Barker, Graham Mills, Stuart Dimond, Adrian Halliwell, Nick Hampson, Olivia Masters, Mike Hopkins, David Watterson, Oliver Viney and Tony Rogers.

The Chairman expressed his pleasure at welcoming back Tony Rogers to Council after an absence of five years.

7 President's Award

The President informed the meeting that Lockton, the recommended PI Insurers for TSA, had introduced in 2008 an annual prize to be awarded at the discretion of the President. The Award is given to a person who the President believes has made an outstanding contribution to The Survey Association or our industry.

This year, the award was given to John Witherden for his outstanding contribution to TSA over the sixteen years that he has been on Council. The Chairman went on to say that John's dedication, guidance and judgement will be much missed on Council. As John was unable to attend the meeting, a future handover of the prize will be arranged, In addition to the trophy provided by Lockton, a cheque in the sum of £100 will be donated to a charity of John's choice.

The President then expressed his sincere thanks once again to Lockton for continuing to sponsor this very important prize. Adam Axtell Powell (Lockton) in response said that they were happy to have been associated with TSA over so many years and look forward to many more years of cooperation.

8 Any other business

At this point the Chairman, Graham Mills, stood down from his extended term of office. He went on to say how much he had enjoyed his term as President of TSA and how proud he was of what had been achieved. He extended his thanks to all Council members that had served under him and gave special thanks to the Secretariat for the support they had provide to him over the five year period.

At this point, the new Chairman, Mark Combes, expressed the thanks of TSA to Graham for his outstanding service and presented him with a book on Motor Racing and some Driving Experience vouchers.

There was no Any Other Business.

9 Closing of AGM

The Chairman expressed his thanks to all members of Council and Committees for their continued efforts on behalf of TSA and to the Secretariat for their excellent and continuing support.

He then announced that the next TSA Conference, previously named The Discussion Group meeting, will be held on the 11th November 2015 at the RAF Museum in Hendon. The theme of the day will be BIM.

The meeting closed at 10.55.