

CIPAC

COLLABORATIVE INTERNATIONAL PESTICIDES ANALYTICAL COUNCIL LIMITED

Commission Internationale des Méthodes d'Analyse des Pesticides (CIMAP)

**MINUTES OF THE
FORTY-SIXTH ANNUAL GENERAL MEETING**

The 46th Annual General Meeting of the Company was held on Thursday, 16th June 2016 at 9:30 in the Iino Hall Conference Center, Room C, Tokyo, Japan

Present:

Mrs E. de Aguila	Mrs E. Jacobsen
Mr L. Bura (Secretary)	Mrs H. Karassali
Mrs M.C. Cardeal de Oliveira	Mr L. Manso
Mrs B.I. Checa Orrego	Mr B. Patrian
Mr T. Chen	Mr O. Pigeon
Mr V. Chmil	Ms J. Thongyord
Mr R. Hänel (Chairman)	Mr T. Watanabe
Mr B.E. Hocken (Treasurer)	

The Chairman, Ralf Hänel, welcomed the participants and thanked everyone for attending the meeting. No amendments to the agenda were proposed.

1. To receive apologies for absence

Apologies for absence were received from Mr L. Benke, Mr W. Dobrat, Mr J. Foltýn, Mrs L. Janeš, Mrs A. Kashouli-Kouppari, Mrs S. Marais, Mr A. Martijn, Mr M. Müller, Mr T. de Rijk, Mr F. Sánchez-Rasero, Ms A. Santilio, Mrs J. Schlosserova and Mrs A. Venant.

2. To receive the Minutes of the last Annual General meeting (AGM/139)

As there were no corrections, the Minutes of the 45th Meeting (2015) were proposed to be accepted as true and fair report of the meeting. The Minutes were accepted and signed by the chairman.

3. To receive the Trustee's Report and Independent Auditor's Report (AGM/141)

The Treasurer, Mr B.E. Hocken, presented the Report and Statement of Accounts up to the end of December 2015, a copy of which had previously been sent to the Members.

Mr Hocken drew the attention of the Meeting to the most important part of the report, the auditors' certification ascertaining that the financial statements gave a true and fair view of the state of the charity's affairs as at 31 December 2015, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended; they have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to smaller entities; and have been prepared in accordance with

the requirements of the Companies Act 2006.

Gross margins fell a little bit because of the reprint of Handbook L and the CD ROM.

Overall we show an operating surplus of £10,130 compared to £5,371 in 2014.

After adding bank interest and a sponsorship of £2,083 we have a surplus for the year of £13,166. This amount has been carried forward into our Reserves increasing Capital Resources of which 96.5% are held in cash. These continue to be held on HSBC Money Market term accounts. Interest returns are very modest at 0.4% but our Capital investments are AAA rated.

The financial statements were approved by the Trustees and have been signed on their behalf by the Chairman.

4. To elect five Members of the Council to take Office as members of the Committee of Management

Five proposals were handed over to the secretary before the meeting as required by the constitution. The Chairman proposed that the following persons should become members of the Committee of Management:

Mrs de E. de Aguila, Mr Lajos Benke, Mrs M.C. Cardeal de Oliveira, Mr J. Garvey and Mr L. Manso

The proposals were seconded by Mr Bura.

The candidates were unanimously elected and congratulated as members of the Committee of Management.

5. To elect Auditors

Mr Hocken proposed to reappoint Messrs Mercer & Hole to continue with CIPAC's business as chartered accountants and auditors, in line with the UK Companies Act. Mr Hänel seconded. It was accepted unanimously to re-elect Messrs Mercer & Hole as auditors.

6. To transact any other business

There was no other business to discuss.

The Chairman declared the Meeting closed at 10.00 am.

László Bura
Secretary of CIPAC Ltd