



**MINUTES OF THE ANNUAL GENERAL MEETING
HELD USING ZOOM ON THURSDAY 10TH MARCH 2022**

PRESENT:

Committee
D Norton (Hon Chairman)
C J Weil (Hon Secretary)
S W Earland (Hon Treasurer)
H Ashraf
K Baksh
D J Evans
D Gibbons
M Gough
M Moore
S Parsons
S Pugh
M Robins
P Siggery
R Skinner

Members
Dave Butterworth
Sanjeev Parmar,
Tianfei Wang

APOLOGIES:

T Griffin
D King
J Rose
P Vannan
H Zettler

1. MINUTES OF PREVIOUS AGM AND MATTERS ARISING

Note: This AGM was held virtually.

The minutes of the previous Annual General Meeting held on Thursday 18th March 2021 were reviewed. There were no corrections.

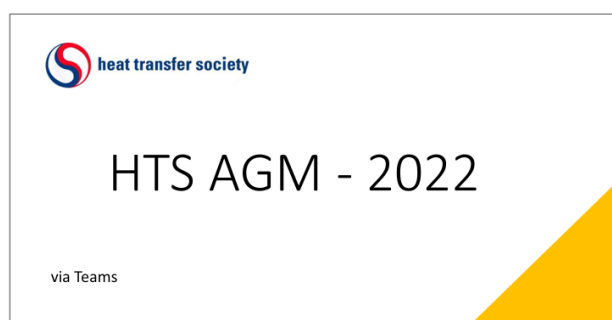
It was proposed by Kassem Baksh and seconded by Hezlin Ashraf that the minutes be accepted as a true record of the 2021 AGM. This was agreed by a unanimous vote.

See AGM agenda attached to the end of these notes.

Matters Arising: See Any Other Business.

2. CHAIR'S REPORT

The Chair gave his report as a PowerPoint presentation. The slides are inserted here. Any comments or votes related to an individual slide are included below the report.



Agenda

- Minutes of Previous Meeting and Matters Arising
- Chairman's Report
- Mike Ackrill Trophy
- Treasurer's Report
- Approval of Accounts
- Election of Officers and Committee
- Election of Auditors and Auditing System
- Resolutions
- AOB



Minutes of Meeting – AGM 2021

- Held on Thursday 18th March 2021 via Teams/Zoom
- 24 Attendees
- MOMs Circulated to Committee Members via email on 23 April 2021
- Matters arising

Chairman's Report

- Acknowledgements
- Changing of the Guard
- Membership:
- Forum Events: Mike Ackrill Trophy
- Collaborations

HTS Forum Events - Mike Ackrill Trophy

- September 2020: CALGAVIN:
 - Martin Gough / Tom Higley
 - IMPROVED ECONOMIC & PLANT OPERABILITY BY ENHANCING HEAT EXCHANGER PERFORMANCE
- October 2020: Zeeco Europe Limited:
 - Tom Nicholson
 - COST EFFECTIVE ULTRA-LOW NOX BURNER RETROFIT SOLUTIONS
- November 2020: HTRI:
 - Frank Ashley IV / Hans Zettler
 - REALIZE THE COST IMPACT OF ENGINEERING DECISIONS
 - Joint event held with SONG
- December 2020: HiETA:
 - Drummond Hislop
 - 3-D PRINTING OF METAL HEAT EXCHANGERS
 - Joint event held with HEXAG
- January 2021: VICTOR CASTANEDA (HTS AWARD WINNER)
 - DEVELOPMENT OF FLAT FLAME BURNERS FOR INDUSTRIAL HEAT TRANSFER APPLICATIONS
- March 2021: EARLAND ENGINEERING AND ZURICH ENGINEERING CONSULTANCY SERVICES:
 - Simon Earland / Miles Gardner
 - PRESSURE EQUIPMENT IN POST-BREXIT UK



HTS Forum Events - Mike Ackrill Trophy cont/d

- April 2021: KELVION:
 - Nicolas Bilbault and Nicolas Bariteau
 - HOW TO OPTIMISE THE SIZE OF THE ACHEs USING DIESTA
- April 2021: EI / SONG / HTS:
 - MECHANICAL RESPONSE OF SHELL TO TUBE RUPTURE IN STHEs
- June 2021: ENI:
 - Tim Griffin
 - EQUIPMENT SPECIFICATIONS BASED ON MINIMUM REQUIREMENTS – IS THIS POSSIBLE WITH IOGP JIP33?
- October 2021: HOWDEN FANS:
 - Marco Olde Heuvel
 - THE PRINCIPLES OF AERODYNAMICS AND ACOUSTICS OF ULTRA LOW NOISE FANS
- December 2021: KRANJI SOLUTIONS Pte
 - Tom Ralston and Abdulqadir Aziz
 - UNDERSTANDING HEAT TRANSFER AND COMPLEX BUOYANCY DRIVEN CIRCULATION IN SULPHUR CONDENSERS
- January 2022: AUTODESK!
 - Louis Barnes
 - NOT JUST AUTODESK – AUTODESK TECHNOLOGY FOR HEAT TRANSFER APPLICATIONS



Treasurer's Report - 2021

- Membership Status:
- Number of members paying £15 123
- Number of life members or fellows paying nothing 13
- Number of overseas members paying nothing 8
- Number of award winners paying nothing 4
-
- Total number of members 148
-
- In addition:
- Number paying £7 6
- Number paying less than £7 3



Review / Approval of Accounts

INCOME

	2021	2020
Subscriptions	£1,945.00	£2,097.00
ACM and Forums	£0.00	£0.00
Annual Dinner	£0.00	£348.00
	£1,945.00	£2445.00
National Westminster Clubs/Societies Account Interest	£0.01	£0.13
National Savings Bank Deposit Account Interest	£0.22	£15.66
Mailshots	£0.00	£0.00
Ties	£0.00	£0.00
Refund of unauthorised direct debit payments	£0.00	£0.00
Dinner raffle	£0.00	£0.00
Conferences / Exhibitions	£0.00	£0.00
	£0.23	£15.79
Total	£1,945.23	£2,460.79

Review / Approval of Accounts

EXPENDITURE

	2021	2020
AGF.1 and Forums	£0.00	MOO
Annual Dinner	£0.00	048.00
Subscription Refunds	£0.00	£15.00
	£0.00	£363.00
Unauthorised direct debit payments	£10.00	£0.00
Postage/Printing/Stationery/Sundries	£122.92	£222.10
Registry of Friendly Societies	£0.11	£0.00
Insurance	£372.84	£448.00
Donation (dinner raffle)	£0.00	MOO
Conferences / Exhibitions	£0.00	£0.00
HTS Award	£0.00	£1,000.00
Web Site	£106.67	£257.03
	£602.43	£1927.13
Total	£602.43	42,290.43

Review / Approval of Accounts

FINANCIAL REPORT FOR YEAR ENDING 31 DEC 2021

STATEMENT

	2021	2020
Balance Brought Forward	£11,668.65	£11,498.19
Plus Income	£1,945.23	£2,460.79
Less Expenditure	£602.43	£2,290.13
Balance Carried Forward	£13,011.65	£11,

ACCOUNT SUMMARY

Balances given as at 31 December

	2021	2020
National Westminster Bank Current Account	£10,703.46	£9,360.89
National Westminster Bank Clubs/Societies Reserve Account	£117.02	£117.01
National Savings Bank Deposit Account	£2,191.17	£2,190.95
Total	£13,011.65	£11,668.85
Excess Income over Expenditure	£1,342.80	£170.66

Election of Officers and Committee

- Chairman: David Norton
- Secretary: Colin Weil
- Treasurer: Simon Earland

- Committee:

H Ashraf	K Baksh	D Evans	D Gibbons
M Gough	T Griffin	D King	M Moore
S Parsons	S Pugh	J Rose	R Skinner
P Siggery	P Vannan	H Zettler	M Robins



Election of Auditors and Auditing System

The Society is able to dispense the need for a full audit in accordance with the Friendly Societies Act 1974, as amended by the Deregulation (Industrial and Provident Societies) Order 1996 and required by the Financial Conduct Authority. A vote of reaffirmation for un-audited accounts is required at the AGM each year.

Resolutions

Code of Conduct:

Proposed Wording:

It is the policy and practice of the Heat Transfer Society to observe and encourage the highest standard of ethical conduct from all officers, committee members and members.

The Society encourages behaviour in a manner that is lawful and complies with current moral and community standards.

Any Other Business

- Changing of the Guard
- HTS Award
- Energy Transition
- Develop collaborations (joint webinars)
 - UKNHTC
 - SONG
 - HEXAG

The following are the discussions related to the agenda and Chair's slides.

3. MIKE ACKRILL TROPHY

The chair noted that there had not been an award winner chosen for 2020-2021 and thus proposed that retrospectively during this AGM winners should be chosen for both 2020-2021 and 2021-2022. This was agreed by the attendees.

Selection of the winners should be based on the Forum that most moves the industry forward, and/or has the greatest technical relevance, and/or shows that the presenter put 'extra effort' into the preparation of their material. The President's presentation should not be considered as a possible winner.

The individual Forums are listed within the Chair's slides.

The winners, chosen by the AGM attendees are:

2020-2021 - December 2020: HiETA, by Drummond Hislop on *3-D Printing of Metal Heat Exchangers* (this was a joint event held with HEXAG).

2021-2022 - October 2021: Howden Fans, by Marco Olde Heuvel on *The Principles of Aerodynamics and Acoustics of Ultra Low Noise Fans*.

The Mike Ackrill trophy is normally presented at the annual dinner. As the dinner was cancelled in 2020, Phillip Siggery (2019-2020 winner) has not yet been presented with the cup or received his mug. It was agreed that 3 years awards would be presented at this year's annual dinner.

4. MEMBERSHIP INCLUDING TREASURER'S REPORT

The Financial Report for the year ending December 2021 was presented. The report has been reviewed by Dave Evans. The accounts will be made available to the members on the HTS website.

The Treasurer reported that due to the pandemic there have again been no face-to-face meetings or annual dinner. Hence few in-, or out-goings.

The revenue from members' subscriptions remain fairly constant.

Due to the impact of Covid-19 the accounts will be signed by the committee and officers during this year's annual dinner.

David Butterworth suggested that the society's insurance is too expensive. Simon Earland noted that the quote had increased this year and the cover reduced. It was noted that as a Friendly Society the trustees are financially responsible. It was agreed that alternate quotes should be sourced, e.g., Zurich. **ACTION RUSSEL SKINNER AND DAVID BUTTERWORTH**

5. APPROVAL OF ACCOUNTS

Approval of the reviewed accounts was proposed by Simon Earland and seconded by Kassem Baksh. The accounts were approved by a unanimous vote.

6. ELECTION OF OFFICERS AND COMMITTEE

Officers:

The Officers’ nominations below were elected unanimously.

Chairman	David Norton	proposed by	K. Baksh	seconded by	S. Earland
Secretary	Simon Parsons	proposed by	C. Weil	seconded by	T. Griffin
Treasurer	Russel Skinner	proposed by	C. Weil	seconded by	K. Baksh

Committee:

All current members of the committee, with the exception of Simon Pugh, have said they wish to continue.

Due to the complications of a virtual meeting, it was proposed by Colin Weil and seconded by David Norton that a single vote by the committee was acceptable to propose and elect all the committee members.

The nominations below were elected unanimously.

H Ashraf	proposed by	S. Earland	seconded by	D. Evans
K Baksh	proposed by	D. Norton	seconded by	S. Earland
S Earland	proposed by	K. Baksh	seconded by	D. Evans
D Evans	proposed by	C. Weil	seconded by	D. Gibbons
D Gibbons	proposed by	D. Evans	seconded by	C.Weil
M Gough	proposed by	D. Evans	seconded by	T. Griffin
T Griffin	proposed by	D. Gibbons	seconded by	M. Gough
D King	proposed by	T. Griffin	seconded by	P. Siggery
M Moore	proposed by	D. Evans	seconded by	T. Griffin
S Pugh	proposed by	D. Evans	seconded by	P. Siggery
J Rose	proposed by	D. Evans	seconded by	P. Siggery
P Siggery	proposed by	S. Parsons	seconded by	D. Evans
P Vannan	proposed by	T. Griffin	seconded by	D. Gibbons
Colin Weil	proposed by	K. Baksh	seconded by	D. Evans
H Zettler	proposed by	D. Gibbons	seconded by	T. Griffin

Sanjeev Parmar requested to join the committee and his membership was proposed by Simon Earland and seconded by Tim Griffin. He was accepted unanimously by the existing committee members.

7. ELECTION OF REVIEWERS AND SELECTION OF AUDITING SYSTEM

The Society is able to disapply the need for a full audit in accordance with the Friendly Societies Act 1974, as amended by the Deregulation (Industrial and Provident Societies) Order 1996 and required by the Financial Conduct Authority. A vote of reaffirmation for un-audited accounts is required at the AGM each year. It was so proposed by Colin Weil and seconded by Dave Evans and approved by a unanimous vote.

8. RESOLUTIONS

With respect to the standing resolution recommending that the committee should develop a Code of Conduct for the Society’s members. The chair presented the wording (see report). It was agreed that the code of conduct should be added to the membership application, including an online version. **ACTION BY SIMON EARLAND**

9. ANY OTHER BUSINESS

9.1. The Treasurer (Simon Earland) and Secretary (Colin Weil) had both stated last year that they had been in post for many years and felt they should hand over to new officers. The

new officers Simon Parsons (Hon. Secretary) and Russel Skinner (Hon.Treasurer) were formally voted into these positions.

9.2. It was discussed if the society could use online payments. The Treasurer will investigate if the NatWest Bank can now facilitate this for Friendly Societies. **ACTION: SIMON EARLAND AND RUSSEL SKINNER.**

9.3. HTS Award: It has been an ongoing challenge to attract multiple participants. It was suggested to approach the UK National Heat Transfer Conference Committee to discuss possible merging with their award. **ACTION BY HEZLIN ASHRAF.**

9.4. (Carried over) David Norton outlined a proposal from the family of the late David Champneys to fund an annual award in the field of heat transfer related to green technology. This might be a cup, or a cash award. David will liaise further with the family and further details will be discussed in a committee meeting. **ACTION: DAVID NORTON.**

9.5. Colin confirmed that the Annual Dinner is contracted for 25th March 2022. Simon Parsons explained that he had received 58 bookings so far (circa 7 tables). It was suggested to invite all webinar presenters as guests of the society.

9.6. Future Meetings:

- a. A President's Night was proposed for a face-to-face meeting in October/November. At this time there is no clear decision on when face-to-face meetings will be possible, so any decision on this will be addressed during committee meetings.
- b. Following COP26 topics could be low carbon and H2 presentations.

Meeting Closed at 13.15 hours.



heat transfer society

ANNUAL GENERAL MEETING

Thursday 10 March 2022

Annual General Meeting Notice

AGENDA

1. Minutes of Previous Meeting and Matters Arising
2. Chairman's Report
3. Mike Ackrill Trophy
4. Treasurer's Report
5. Approval of Accounts
6. Election of Officers and Committee
7. Election of Auditors and Auditing System
8. Resolutions
9. Any Other Business

The AGM will start at 12 noon on MS Teams (for one hour)

Registration Link: [HERE](#)

Enquiries

Membership@hts.org.uk

Elections to the committee

Anyone seeking election to the committee should complete the following form and return to

Colin Weil, Hon. Secretary, 7 Sequoia Park, Pinner, Middlesex, HA5 4BS.

by Monday 7th March 2022, or email: colin.weil@sky.com.

2022/2023 Committee

We nominate _____ (print name) for the following *hts* post
(please circle the one applicable):

Honorary Chairman / Honorary Secretary / Honorary Treasurer / Committee Member

and can confirm that the nominee is prepared to stand.

	Signature	Print name	Date	Mem. No.
Proposer				
Seconder				

www.hts.org.uk

Note that views expressed at forums do not necessarily reflect those of the Society
If undelivered, please return to Colin Weil, 7 Sequoia Park, Hatch End, Pinner, Middlesex HA5 4BS
Enquiries: David Norton, Email: dnorton@bihl.com