

**UK CEUG  
Annual General Meeting  
6<sup>th</sup> September 2022  
Agenda Item 5**



## **UK CEUG: 2022 Secretary's Report**

### **Introduction**

Shortly after last year's conference at Sutton Bonington the committee were informed by the University of Sheffield that they were no longer in a position to host the 2022 meeting as planned. This was extremely disappointing news and threw our plans completely into disarray. We had rapidly moved from the situation of having host venues confirmed for 2-3 years in the future, to one of having to find a venue and arrange a conference in under 12 months. After putting some feelers out to contacts at potential organisations, the University of Birmingham quickly expressed an interest in hosting this year's conference and I must say that I am very much looking forward to what promises to be an interesting mix of talks, tours and great facilities.

It is encouraging to see so many Incoll Bursaries awarded this year, with 7 people in total attending the conference with the support of the UK CEUG. I think I am correct in saying that all of these people are from Support functions, who often don't get the funding to attend events in the same way that their academic colleagues do. I believe that one of the great strengths of the UK CEUG is that it has a good mix of members from different backgrounds and gives the opportunity for knowledge updates and networking to a broad and diverse group of people. This is one of our main objectives as a charitable organisation and making bursaries available is a very good way to further that aim.

### **Summary**

The 6<sup>th</sup> International CE Meeting in Tucson Arizona starts on the 11<sup>th</sup> September. Fortunately, the new dates did not clash with our UK conference but it does make it a busy time for those of us attending both events. As hoped, it looks like a fair number of people from the UK will be going, which should help reassure our NCERA-101 and ACEWG colleagues that we are still enthusiastic about continuing the cycle of international meetings. The UK is due to host the next one, which following the pre-pandemic cycle of every 4 years, would be in 2026.

In last year's report I mentioned the project to produce some guidance on the understanding, formulation and writing of technical specifications for CE requirements. This work has progressed well during the later part of 2021 and the early part of this year under the direction of Jason and Garry but has recently taken a back seat to other priorities. These include organising this year's conference and our research into the use of PAR Quantum Sensors for LEDs (more about that later). The specification writing guidance is almost complete but needs to be pulled together into an accessible reference document/format, which I would anticipate happening by the middle of next year.

Another of the Executive Committee's tasks this year has been to improve our compliance policies and procedures, including those for liability insurance, health and safety, codes of conduct, data protection (GDPR) and equality, diversity and inclusion (EDI). Garry has been leading on this and has spent many hours that he will never get back, in discussions with a number of companies to find a policy that meets our needs. We have added a new agenda item at the AGM this year for compliance issues and Garry will be able to give a bit more detail about what we have done. It may not be as interesting as CEs but good governance is essential to the health and sustainability of the group.

I mentioned earlier the research into the use of PAR Quantum Sensor for LEDs. The UK CEUG are sponsoring a 10-week studentship at the University of York over the summer. Undergraduate student, Ella Carsley is investigating the responses of PAR Quantum sensors when measuring LED emissions from a range of proprietary luminaires and how these compare to plant growth outputs. Unfortunately, Ella cannot attend the meeting at Birmingham but will be sharing her results in the form of a poster on the UK CEUG stand. Jason Daff the project supervisor will also be on hand to answer any questions.

## Recent Meetings

### *University of Nottingham – Sutton Bonington; ‘Model Crops & Beyond’*

The meeting was held at the University of Nottingham’s Sutton Bonington campus. The lecture theatre, accommodation and refreshment areas were all within walking distance of each other and lunch was served ‘al fresco’ under a large canopied area. Thanks to the good weather this was also used for the AGM at the end of the first day. The talks were interesting, varied and presented by people who either worked at or had a close association with the Sutton Bonington site. The Conference Dinner was held on the Great Central Railway and will go down as one of the all-time great CEUG Dinner venues. Day two included a tour of the local facilities which dovetailed nicely with the talks given on the previous day. This was the first large event held at Sutton Bonington post pandemic and it definitely felt as if things were finally getting back to normal. As usual a big thank you goes to the local organisers of Mark Meacham, Catherine Tomlinson and their colleagues for putting on such an enjoyable and successful event.

## Future Meetings

Date	Venue	Comments
11 <sup>th</sup> -14 <sup>th</sup> Sept. 2022	University of Arizona, Tucson	International Meeting organised by NCERA-101.
Sept. 2023	University of Aberystwyth	Local organiser Rob Darby
Sept. 2024	Any volunteers?	?

## Communications

### *1. ‘UK-CEUG’ JISCmail List*

JISCmail continues to be used widely, during the last year there were over 60 posts. Further details can be found appended to this report.

### *2. Website*

The use of the website continues to develop. One area, which we intend to develop further, is to restrict more content only to members. This will allow us to include more detailed and useful information without having the concern that the content will be publicly available. As mentioned before, any suggestions for new applications and improvements are always welcome.

### *3. Facebook*

We continue to have a presence on Facebook with both a page and a group. Posts on our page automatically appear in the ‘Latest News’ section of the website. If anyone has any potential posts related to CE then please send them to the Secretary who will vet them and if appropriate, arrange for them to be ‘shared’ on our Facebook page. This helps keeps the Facebook page and website looking fresh.

## **Membership**

The process of tidying up the membership list has still not progressed much over the last year. However, Ben Fidgett and myself have met up and agreed a plan of action to validate the membership list. The Executive Committee has also provided feedback on listed members that they know are no longer involved with the group, so these will now be removed from the database and JISCMail lists. This year we have had 26 new members join, including three new commercial members (LettUs Grow, TCE Electrical and Grobotic Systems).

## **To conclude**

I have now served continuously on the Executive Committee for over 11 years and in the role of Secretary since 2016. The role has expanded over the last few years to encompass the development and maintenance of the website, including adding and updating membership details. I have therefore decided not to put myself forward for re-election for the Executive Committee this year when I step down. Hopefully this will give someone new the opportunity to take on the Secretary role. I will still be available to be co-opted onto the committee to help with the website and other tasks as required.

It has been a pleasure to serve on the committee over the years and to represent the UK CEUG, both nationally and internationally. Thank you to all of the committee members who I have worked with during that time, some of whom are sadly no longer with us. I wish my successor the best of luck in the future and assure them that I will still be around to give advice if needed.

As usual, I would also like to thank my employer, The Sainsbury Laboratory Cambridge for their support for both myself and the UK CEUG activities in general.

Stephen Andrews

1<sup>th</sup> September 2022

# APPENDIX 1 – JISCmail activity 2021/22

Date	Details
15/10/2021 15:00	Use of peat free compost.
15/10/2021 15:23	Re: Use of peat free compost.
15/10/2021 15:23	Re: Use of peat free compost.
15/10/2021 15:43	Re: Use of peat free compost.
15/10/2021 16:33	Re: Use of peat free compost.
18/10/2021 13:28	Re: Use of peat free compost.
18/10/2021 13:45	Re: Use of peat free compost.
25/10/2021 10:21	Re: Use of peat free compost.
02/11/2021 12:12	Azolla filiculoides
02/11/2021 12:44	Re: Azolla filiculoides
02/11/2021 13:04	Re: Azolla filiculoides
10/11/2021 12:53	Plant Growth Facilities Manager post- Exeter
19/11/2021 09:20	CE Jobs
01/12/2021 13:10	Pesticides used in containment facilities
01/12/2021 13:27	Re: Pesticides used in containment facilities
03/12/2021 07:32	Hiring for a Vertical Farm R&D facility manager position
03/12/2021 09:10	Supplementary lighting
09/12/2021 11:09	small scale soil steriliser
15/12/2021 08:58	FW: BICrop post doc advert
10/01/2022 17:29	Automated watering system/ easy changing height shelving units
10/01/2022 19:30	Re: Automated watering system/ easy changing height shelving units
11/01/2022 08:36	Re: Automated watering system/ easy changing height shelving units
18/01/2022 08:51	Job opportunity at the Crop Science Centre - University of Cambridge
19/01/2022 16:33	Can anyone recommend a batch effluent steriliser for waste water?
26/01/2022 11:33	General Question .... any advice welcome ..... planning to build replacement Research Greenhouse facility in Cardiff
31/01/2022 13:00	Vacancy at Trinity College Dublin
02/02/2022 10:30	Outreach
04/02/2022 08:03	Re: Job opportunity at the Crop Science Centre - University of Cambridge
17/02/2022 16:01	LED light consideration for plant Virology work
17/02/2022 16:38	Re: LED light consideration for plant Virology work
17/02/2022 18:28	Re: LED light consideration for plant Virology work
18/02/2022 10:08	Re: LED light consideration for plant Virology work
21/02/2022 10:36	Re: LED light consideration for plant Virology work
21/02/2022 16:23	Re: LED lighting to replace fluorescent tubes in Growth Facilities
21/02/2022 16:50	Re: LED lighting to replace fluorescent tubes in Growth Facilities
21/02/2022 17:57	Re: LED lighting to replace fluorescent tubes in Growth Facilities
21/02/2022 19:47	Re: LED lighting to replace fluorescent tubes in Growth Facilities
22/02/2022 10:30	Re: LED lighting to replace fluorescent tubes in Growth Facilities
23/02/2022 10:01	Re: LED lighting to replace fluorescent tubes in Growth Facilities
01/03/2022 19:47	Re: LED light consideration for plant Virology work
03/03/2022 14:07	Far red LED fixtures
03/03/2022 20:52	Re: [UK-CEUG] Far red LED fixtures
10/03/2022 14:28	HOOGENDOORN TRAINING
10/03/2022 15:14	Re: HOOGENDOORN TRAINING
10/03/2022 15:22	Root washing stations
10/03/2022 16:39	Re: Root washing stations
26/06/2022 13:04	CEUG meetings in 2022, tickets and bursaries
13/07/2022 16:12	Re: [External] [UK-CEUG] CEUG meetings in 2022, tickets and bursaries
13/07/2022 16:17	Re: [External] [UK-CEUG] CEUG meetings in 2022, tickets and bursaries
09/08/2022 18:33	CEUG meeting 2022, tickets available.
09/08/2022 19:12	Re: CEUG meeting 2022, tickets available.
10/08/2022 08:57	Re: CEUG meeting 2022, tickets available.
10/08/2022 09:03	Re: CEUG meeting 2022, tickets available.
15/08/2022 09:31	Flower Sleeve Suppliers for Arabidopsis Containment
15/08/2022 09:54	Re: Flower Sleeve Suppliers for Arabidopsis Containment
15/08/2022 09:58	Re: Flower Sleeve Suppliers for Arabidopsis Containment
15/08/2022 09:59	Re: Flower Sleeve Suppliers for Arabidopsis Containment
15/08/2022 10:06	Re: Flower Sleeve Suppliers for Arabidopsis Containment
15/08/2022 11:07	Re: Flower Sleeve Suppliers for Arabidopsis Containment
15/08/2022 12:26	Re: Flower Sleeve Suppliers for Arabidopsis Containment
15/08/2022 12:42	Re: Flower Sleeve Suppliers for Arabidopsis Containment
15/08/2022 16:57	Re: Invitation to CEA 1 day conference at University of Plymouth
15/08/2022 17:08	Re: Invitation to CEA 1 day conference at University of Plymouth
17/08/2022 16:15	Final chance to attend CEUG 2022 in Birmingham
27/08/2022 21:48	2022 UK CEUG Meeting and AGM



CHARITY COMMISSION  
FOR ENGLAND AND WALES

UK Controlled Environment Users' Group

1108721

## Receipts and payments accounts

CC16a

For the period  
from

01-Aug-21

To

31-Jul-22

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
2021 Nottingham Conference	8,081	-	-	8,081	-
2022 Birmingham Conference	6,679	-	-	6,679	-
Trade Stands	6,800	-	-	6,800	-
Commercial Membership	7,110	-	-	7,110	6,991
Light Package	120	-	-	120	270
Bank Interest	4	-	-	4	3
<b>Sub total (Gross income for AR)</b>	<b>28,794</b>	<b>-</b>	<b>-</b>	<b>28,794</b>	<b>7,264</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>28,794</b>	<b>-</b>	<b>-</b>	<b>28,794</b>	<b>7,264</b>
<b>A3 Payments</b>					
2021 Nottingham Conference	6,364	-	-	6,364	5,754
2022 Birmingham Conference	-	-	-	-	-
Conference Bursaries (Nottingham)	434	-	-	434	-
Conference Bursaries (USA)	669	-	-	669	-
Printing, Stationery & Website	1,277	-	-	1,277	479
UV meter & sensor purchase	3,494	-	-	3,494	-
Governance: meetings & insurance	2,282	-	-	2,282	43
"Light" Studentship (University of York)	3,250	-	-	3,250	-
Webinars	-	-	-	-	124
Bank fees	12	-	-	12	-
<b>Sub total</b>	<b>17,782</b>	<b>-</b>	<b>-</b>	<b>17,782</b>	<b>6,400</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>17,782</b>	<b>-</b>	<b>-</b>	<b>17,782</b>	<b>6,400</b>
<b>Net of receipts/(payments)</b>	<b>11,012</b>	<b>-</b>	<b>-</b>	<b>11,012</b>	<b>864</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>41,371</b>	<b>-</b>	<b>-</b>	<b>41,371</b>	<b>40,507</b>
<b>Cash funds this year end</b>	<b>52,383</b>	<b>-</b>	<b>-</b>	<b>52,383</b>	<b>41,371</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Bank Account : Central	18,669	-	-
	Bank Account: Conference	23,544	-	-
	Bank Account: Savings	10,170	-	-
	<b>Total cash funds</b>	<b>52,383</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))			

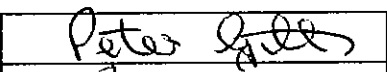
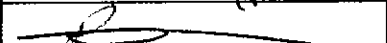
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>	Light Package	Central	-	90
	Spectrometer #1	Central	-	1,000
	Spectrometer #2	Central	-	300
	Spectrometer #3 (UV) & sensors	Central	-	3,484
	270 Glasshouse Guidelines booklets	Central	-	270
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Peter Gill	28/12/22
	Rebecca Cordy	01/03/23



# CHARITY COMMISSION FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

Report to the trustees/  
members of

UK Controlled Environment Users' Committee

On accounts for the year  
ended

30<sup>TH</sup> JULY 2022

Charity no  
(if any) 1108721

Set out on pages

1

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

Responsibilities and  
basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

\* Please delete the words in the brackets if they do not apply.

Signed:

Date:

17/2/23

Name:

R. LOCKWOOD

Relevant professional  
qualification(s) or body  
(if any):

Address:

6 PARK ROAD

LETHAM

FORFAR DD8 2PY