

BRITISH HALLMARKING COUNCIL

AGENDA

For the meeting of the Council to be held at the Sheffield Assay Office at Guardians Hall, 2 Beulah Rd, Sheffield S6 2AN, on Monday 10 October 2016 at 11 a.m.

1. **WELCOME AND APOLOGIES**
2. **WELCOME TO NEW MEMBERS**
3. **DECLARATION OF INTERESTS**
4. **MINUTES OF THE COUNCIL MEETING ON 15 APRIL 2016**
5. **ELECTION OF NEW CHAIRMAN FOR A THREE-YEAR TERM** (CV for Mr Noel Hunter attached)
6. **APPOINTMENT OF NEW SECRETARY**
7. **MATTERS ARISING**
 - 7.1 **Internet sales/sales on eBay** (par 5.2 of previous minutes)
Verbal up-date from Scott Walter
 - 7.2 **Guidance on Mixed Metals** (par 5.3 of previous minutes)
Verbal up-date
 - 7.3 **Price maxima** (par 7 of previous minutes)
To follow
 - 7.4 **Review of local authorities' regulatory functions** – (par 21 of previous minutes)
Verbal report on Chairman's response to consultation
8. **CHAIRMAN'S REPORT**
 - 8.1 Small Business, Enterprise and Employment Act 2015/ Enterprise Act 2016 – Business Impact Target (Attached - draft guidance and covering email from RPG, letter deputy Director, Better regulation Programme).
 - 8.2 Small Business, Enterprise and Employment Act 2015 – Small Business Appeals Champions
 - 8.3 Deregulation Act 2015 – Growth Duty on Regulators
9. **OVERSEAS SUB-OFFICES – USE OF HALLMARKS** (Draft guidance, sample correspondence and NAJ press release attached)
Proposal to approve the use only of clearly distinguishable marks in overseas sub-offices and draft guidance
10. **REPORT FROM THE TECHNICAL COMMITTEE**
11. **REPORT FROM THE JOINT ASSAY OFFICE COMMITTEE** (Minutes attached)
 - 11.1 **Draft Standing Orders** (attached for approval)
12. **REPORT FROM THE APPLICATIONS COMMITTEE**

- 12.1 Appointment of two members to the Applications Committee
- 12.2 Review of sub-office application form and related guidance
- 13. **REPORT FROM THE IAAO**
- 14. **TOUCHSTONE AWARD**
- 14.1 Report from Robert Grice (Report attached)
- 14.2 Touchstone 2017
- 15. **FOREIGN HALLMARKS – LIST OF APPROVED HALLAMRKS** (List attached)
- 16. **COMPLAINT REGARDING MICRO HALLMARKING** (Email from Mr John Lowe attached)
- 17. **DEALERS’ NOTICES**
Approval for charging by Assay Offices (HA s11)
- 18. **ACTIVITY AND ENFORCEMENT REPORTS FROM THE ASSAY OFFICES**
- 19. **BHC COSTS** (up-date on costs attached for information)
- 20. **ANY OTHER BUSINESS**
- 21. **DATES AND VENUES FOR MEETINGS IN 2017**