

## Annual General Meeting (AGM) Burlington House

1330 start, Monday 20<sup>th</sup> Jan 2025

### Agenda

1. Welcome: Secretary
2. Minutes of 2023 AGM
3. Chair's Report
4. Treasurer's Report
5. Secretary's Report
6. Committee Membership
7. AOB
8. Date of Next AGM

### Minutes of the Annual General Meeting 2024

#### **Present**

#### Committee members:

x	Helen Ryder (C)	x	Phil Gill (S)	x	Vivian Christogianni (T)
	Emmanuel Ajayi		Nikolaos Daskalakis		Sam Peel
	Shashi Rudrangi		Bernadeta Pochopien	x	Denise Li
o	Bin Yang		Maria Inam	x	Bindhu Gururajan
o	Kevan Hatchman		Ian Howell		John Jones
x	Matthew Giles	o	Cuross Bakhtair		

X – in person, O - online

#### Apologies:

Sam

#### Non committee members:

Simon Gibbon, Malcom Faer + another 3-4 people from the Prof Gordon J. T. Tiddy Symposium

## 1. Welcome

**RSC purpose** is to help the chemical science community make the world a better place.

**FSTG aims to** promote all aspects of product formulation from initial product concept, through the development of prototypes, to market testing and manufacture, across the diverse markets impacted.

### Ongoing Bursary/Awards/Prizes:

- The Gordon J. Tiddy bursary is an award made for the purpose of assisting in travel to conferences in the UK and overseas.
- The Elizabeth Colbourn Memorial Lecture in the Application of Advanced Computer Techniques to Formulation.

## 2. Minutes of the previous AGM

The minutes: <https://formulation.org.uk/images/AGM%20notes/2023%20AGM%20Minutes.pdf>

Minutes were proposed by Matthew and accepted by Vivian.

## 3. Chair's report

Good afternoon. Firstly, a huge thank you to those that have joined us today in person to remember and commemorate the driving force behind the FSTG – Gordon Tiddy. Gordon founded the FSTG within the Industrial Affairs Division of the Royal Society of Chemistry. This was back in 1996, and he became Chair. The vision was to promote all aspects of formulation, from initial concept through to the development of prototypes to market testing and manufacture impacting across diverse markets. They promised to do this through the effective sharing of knowledge on formulation problems and promoting more effective integration of the academic-industry interface. As a group today in 2025 we haven't really deviated from these principles!

The FSTG's inaugural one-day symposium was entitled "Formulation: From concept to product" and was hosted on 10 April 1997. As a group we have continued to emphasise, explore and extend the contribution of chemistry to formulation science and technology and are an active group within the formulation community. Throughout 2024 we have kept a steady momentum of engagement and connection with our committee with a series of in-person events including Amorphous Solid Dispersions, Formative Formulation 4 – our early-careers event, Formulation 4.0 and MiBio2024 which was the 12<sup>th</sup> event in this conference series. We spent a day together as a committee in November to review, reflect and plan for the next few years. This is really important time for us to consider how to best shape our interactions and connection with the broad formulation community. We continue to work for the benefit of our members and beyond and we are excited about what we have planned and grateful to all those that support in delivery of our events (that's everything from organisation, running, promotion and attending) both within the committee and the wider formulation community. I would like to thank the whole of our committee, sending my particular thanks to Phil as Secretary and Vivian as Treasurer, for all the work they do. The FSTG has supported RSC activity throughout the year and continues to be active on the International Advisory Board and the EUChemS Working Party in Formulation in Chemistry which connects the formulation community across the world. We will continue to support Formula and have committed to allocating specific 'Formula' funds within the Gordon Tiddy travel bursary to enable travel and participation for those who have limited funding available to them.

We are committed to building a culture which is inclusive and welcoming to all, both within our committee and across our events. It is something we continually work on and challenge ourselves on. We are looking forward to 2025 and as well as seeing some of our usual series of events there will be a few new ones popping up including ForMat – so the connection between formulation and materials. This is timely with RSC's push with government to develop a strategic approach for the use and management of materials in the UK. You'll hear shortly that our interest group remains very much in the black in terms of finances and we have considered carefully how we can use these funds most effectively to support the formulation community. Our drive and purpose remain very much in line with the RSC to advance the chemical sciences and is about bringing the formulation community together. We always welcome suggestions for events you'd like to see so please do let us know. We have continuity of our committee as we move into 2025 and are grateful for the ongoing support and continued engagement, we still receive from past committee members. Today has been about celebration,

reflection and scientific knowledge sharing for which we will build on throughout the year. I wish you a very Happy New Year.

#### 4. Treasurers report

As of the end of 2024, our funds amount to £24,507.88 in our NatWest current account. Additionally, we hold £85,160.96 in a 'high' interest account, resulting in a total of £109,668.84. This reflects a stable balance compared to £109,207.69 at the end of 2023. FSTG did not apply for the 2024 annual grant from RSC. RSC policy means this will continue.

Our income for the year stood at £13,471.98, a testament to the continued support from our FST community through participation fees for events, as well as sponsors from the industry and the RSC. Our expenditures amounted to £13,010.83 reflecting a small loss for the necessary costs associated with managing our website, organising our events as well as supporting travel costs for committee members and conference speakers.

RSC FST 2024 End Year cashbook and schedules are completed (pending submission to RSC). Transactions, claims and digital copies of receipts are all saved in FST's Dropbox. Audit has been completed as of the beginning of January 2025.

Name of Group / Section / Region:		Formulation Science & Technology Group	
<b>Receipts</b>		<b>Code</b>	<b>£</b>
Interest		1	4,105.56
Annual Grant		2	0.00
Other Grants:	Outreach	3a	0.00
	Top-up funding	3b	0.00
	Division	3c	0.00
Donations		4	0.00
Meetings and Conferences:	Sponsorship	5a	9,366.42
	Other	5b	0.00
Other		6	0.00
<b>Total Income</b>			<b>13,471.98</b>
<b>Payments</b>			
Meetings & Conferences:	Advertising	7a	0.00
	Admin Fees	7b	0.00
	Catering	7c	7,525.18
	Prizes	7d	302.25
	Speaker	7e	1,117.87
	Venue Hire	7f	1,053.50
	Other	7g	1,367.27
Donations	Bursaries & Grants	8a	0.00
	Sponsorship	8b	0.00
	Donations (other)	8c	0.00
Administration:	Committee Meetings	9a	120.59
	Committee Lunches at RSC	9b	0.00
	Stationery / Postage	9c	0.00
	Audit	9d	84.00
Other Expenditure:	Awards	10a	0.00
	Bank Charges	10b	0.00
	Website	10c	1,440.17
	Miscellaneous	10d	0.00
<b>Total Expenditure</b>			<b>13,010.83</b>

<b>Surplus/(Deficit) for the year</b>	<b>11</b>	<b>461.15</b>
<b>Summary</b>		
Balance brought forward from last year		109,207.69
Surplus (/Deficit) for this year		461.15
Analysed balance as at 31/12/2024		<b>109,668.84</b>
<b>Cash at Bank</b>		
Current (Bankline)		24,507.88
RSC deposit		85,160.96
Analysed balance as at 31/12/2024		<b>109,668.84</b>
		<b>OK</b>

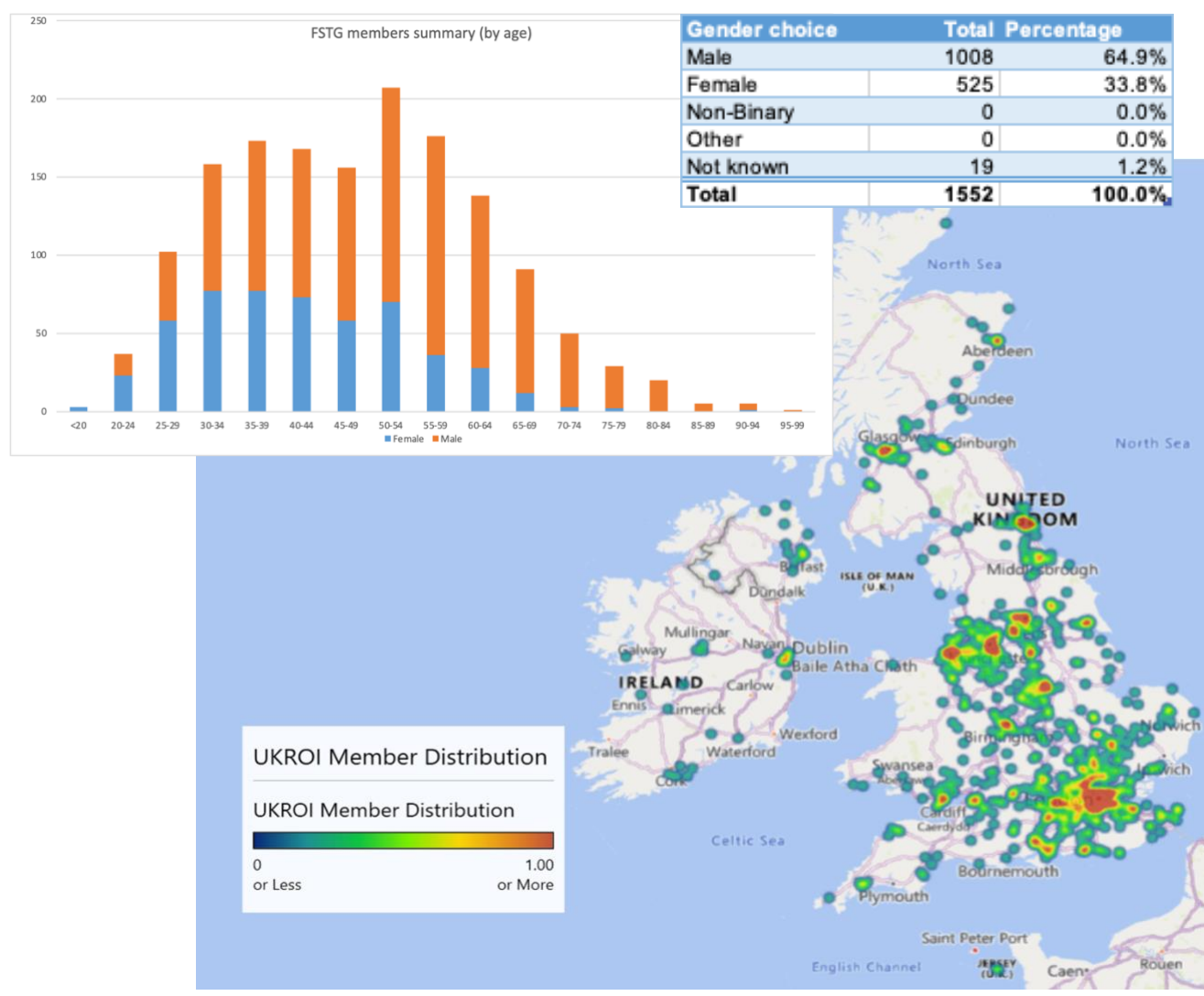
## 5. Secretary's report

The FSTG Committee has been active in 2024, holding 10 monthly committee meetings, including a face-2-face away day in November hosted at Uni of Manchester. Massive thankyou to everybody that has supported the committee this year and has helped organise meetings.

The annual report will be completed later this month (Jan 2025) and submitted to the RSC Networks team. During 2024 we had 12 elected members (6 female, 6 male) plus 5 co-opted/ non-voting members.

FSTG membership in 2024 has increased 16% during 2024 to 1552.

Year	Membership Numbers
<b>2024</b>	<b>1552 (+16%)</b>
2023	1343 (+1%)
2022	1332 (+10%)
2021	1216 (-9%)
2020	1337 (+50%)
2019	889



### **Committee membership for 2024.**

A reminder that the FSTG must operate within the rules in the [Network Handbook](#), so all committee members have to be members of RSC and the FSTG Interest Group.

### **Changes in 2024/25**

- **2024** - none
- **2025** – Phil and Emmanuel membership for review Dec 2025.
- **2025** – Open call for four (4) new members from Feb 2025.

### **Officers:**

1. **CHAIR: Helen Ryder** – elected 2<sup>nd</sup> term Dec 2023 – **Dec 2027**. 1st Term 2019-2023. *Previously secretary following election in AGM Dec 2011 and re-election in AGM Dec 2015 having been originally elected to committee Dec 2010.*
2. **SECRETARY: Philip Gill** – elected Dec 2021 to serve a 4-year term to end **Dec 2025**. *Previously ordinary committee member elected in AGM Dec 2019.*
3. **TREASURER: Vivian Christogianni** – elected Jan 2023 to serve a 4 year term to end of **Jan 2027**. *Previously ordinary member elected in Jan 2019, following response to open call, to serve 4 years.*

### **Deputy Officers:**

- Deputy Chair – vacant
- Deputy Secretary – vacant
- Deputy Treasurer – vacant

### **Ordinary Members**

4. **Emmanuel Ajayi** – elected in AGM Dec 2021, to serve 4 years. Committee membership to be reviewed in **Dec 2025**. *Not previously ordinary member.*
5. **Nikolaos Daskalakis** – Elected at 2022 AGM as an ordinary member for a second term until **Dec 2026**. *Previously ordinary member Jan 2019-Jan 2023*
6. **Sam Peel** – Elected at 2022 AGM as ordinary member for a second term until **Dec 2026**. *Previously ordinary member Jan 2019-Jan 2023.*
7. **Shashi Rudrangi** – Elected at 2022 AGM as an ordinary member for a second term until **Dec 2026**. *Previously ordinary member 2018-2022.*
8. **Bernadeta Pochopien** – Elected at 2022 AGM as an ordinary member until **Dec 2026**. *Previously Treasurer 2018- 2022. Previously co-opted member.*
9. **Denise Li** – new member elected in Jan 2023, following response to open call, to serve 4 years. Committee membership to be reviewed in **Jan 2027**. *Not previously ordinary member.*
10. **Bin Yang** - new member elected in Jan 2023, following response to open call, to serve 4 years. Committee membership to be reviewed in **Jan 2027**. *Not previously committee member.*
11. **Maria Inam**- new member elected in Jan 2023, following response to open call, to serve 4 years. Committee membership to be reviewed in **Jan 2027**. *Not previously committee member.*
12. **Bindhu Gururajan** - new member elected in Jan 2023, following response to open call, to serve 4 years. Committee membership to be reviewed in **Jan 2027**. *Not previously committee member.*

### **Co-opted/ Non voting members:**

- **Ian Howell** –Co-opted Sept 2018. Not an RSC member.
- **Kevan Hatchman** –Co-opted in Dec 2020. *Previously ordinary member 2012-2020.*
- **John Jones** –Non-voting member Dec 2017. *Previously ordinary member 2008-2017.*
- **Matthew Giles** – Non-voting member. *Previously ordinary member 2014-2022, and treasurer 2006-2014.*
- **Cuross Bakhtair** – Non-voting member. *Previously ordinary member 2014-2022.*

### Meetings in 2024

This year we organised/supported 4 meetings. 3 in London, 1 in Cambridge,

**(1) Amorphous Solid Dispersions.** 2<sup>nd</sup> Feb 2024. 1 day meeting at Burlington House, London. Organised by Shashi Rudrangi, John Jones, Chris Ness and Patrick Wray. 46 registered/attendees

**(2) Formative Formulation 4.** 28<sup>th</sup> May 2024. 1 day meeting at Burlington House, London. Organised by Denise Li  
30-35 attendees

**(3) Formulation 4.0 (2024).** 26<sup>th</sup> July 2024. One day meeting at Burlington House, London. Organised by Phil Gill, Sam Peel and Bindhu Gururajan  
43 registered/ attendees

**(3) MiBio 2024.** 4<sup>th</sup> Dec 2024. One day meeting at Cambridge  
Organised by Bin Yang, Jan Jezek and team.  
70+ attendees. **In support of early career scientists, we awarded 10 bursaries to facilitate their poster presentations.**

### During 2025

Six (6) meetings are planned so far....

**(1) 20<sup>th</sup> Jan 2025 - 'Prof Gordon J. T. Tiddy Symposium** -A one day meeting to be held in London, Burlington House. Organised by Helen Ryder.

**(2) 6<sup>th</sup> June 2025. Formative Formulation 5.** One day Early Careers event, to be held Edinburgh – the Playfair Library at Old College. Organised by Denise Li.

**(3) 16-18<sup>th</sup> June. 2025 - FORMULA XII.** – Three-day meeting to be held in Sofia, Bulgaria. Sustainable formulations: New strategies for innovation and performance prediction.

**(4) Autumn 2025 - MiBio 2025** is in planning ....watch this space

**(5) Autumn 2025 – ForMat** – is in planning....

**(6) 12<sup>th</sup> Dec 2025 - Formula 4.0 (2025)** – One day meeting to be held London, Burlington House. Continues the story of bringing digital to all aspect of formulation and looks at how Industry 4.0 is changing the formulation industry. Organised by Phil Gill, Sam Peel, Maria Inam, Bindhu Gururajan.

**12<sup>th</sup> Dec 2025 – AGM** – London

### Other events of interest

**21-22<sup>nd</sup> January 2025 - [SCI Formulation Forum 6th annual event - Creative formulation for future challenges](#).** SCI, London

**7-12<sup>th</sup> Sept 2025 – [ECIS UK Colloids 2025 Conference](#).** The flagship event of the European Colloids and Interface Society (ECIS).

**6. AOB –**

Malcolm Faer committed that it was great to see the membership of FSTG growing and the gender equality improving.

**7. Date of next AGM**

12<sup>th</sup> Dec 2025 – London during Formula 4.0 (2025)



