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**Minutes Of The Annual General Meeting Of The Federation
Held at the Hilton on Park Lane, London
On Tuesday, 27th November 2012**

Present: Nick Shaw (The Chair)
Together with representatives of member companies as per the Attendance Register

In Attendance: Brian Young - Director-General
Jenny Mulholland - Auditor to the Federation
Emma Cranidge - Financial Controller

1. APOLOGIES

Apologies were received from Chris Binge of Fairway Foodservice Plc, Ali Hannaford of Paramount 21 Ltd. and Nigel Terry of PinguinLutosa UK.

2. TO ADOPT THE MINUTES OF THE 2011 ANNUAL GENERAL MEETING

These minutes were proposed as a true record of the proceedings by Nick Shaw and seconded by Stephen Waugh of Ardo UK Ltd. All present were in favour.

3. TO ADOPT THE ACCOUNTS FOR THE YEAR ENDED 30TH JUNE 2012

The Federation's Annual Accounts were handed out to those present at the meeting. Nick Shaw advised that as BFFF are now a limited company, it is necessary, under the Companies Act, to file annual accounts at Companies House. As a small company, BFFF are entitled to file abbreviated accounts but in the interests of our members, Executive Council had elected to file the full set of accounts.

Alastair Salvesen of Dawnfresh Seafoods Ltd. proposed that the accounts for the year ended 30th June 2012 be adopted and Bill Wadsworth of Greggs Plc seconded the proposal. All present approved the proposal.

4. ELECTION OF OFFICIALS

a) Brian Young advised that Nick Shaw of Westbridge Foods Ltd. offered himself as President for 2012/2013 having served with great distinction over the last two years. Stephen Waugh of Ardo UK Ltd. proposed that Nick Shaw be re-elected and Adrian Whitehead of Brakes seconded the proposal. All present approved.

b) Nick Shaw advised that Peter Allan of Cargill Meats Europe offered himself for election as Vice-President for 2012/2013. Ian Stone of apetito Ltd. proposed that Peter Allan be elected Vice-President and Nigel O'Donnell seconded the proposal. All present were in favour.

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British Frozen Food Federation

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5. ELECTION OF THE TECHNICAL AND LEGISLATIVE COMMITTEE

a) The following current members of the Technical and Legislative Committee offered themselves for re-election by the Annual General Meeting.

| <u>NAME</u> | <u>COMPANY</u> |
|------------------|-------------------------------------|
| Wesley Ap-Carreg | The Authentic Food Company Ltd. |
| Vince Craig | c/o McEvoy Foods International Ltd. |
| Martin Forsyth | 3663 |
| Ken Glauch | Booker Ltd. |
| David Graham | Birds Eye Ltd. |
| Brennan Green | Paramount 21 Ltd. |
| Brendan McIntyre | Atlantic Foods Group |
| Emma Meredith | Iceland Foods Ltd. |
| Philip Proud | Cargill Meats Europe |
| Gerry Thomas | Brakes |
| Bill Wadsworth | Greggs Plc |
| Janet Williams | Kent Frozen Foods Ltd. |

Ian Crawford of 3663 proposed that such persons of proven calibre who have already served the Federation should be elected "en-bloc" and Adrian Whitehead of Brakes seconded the proposal. All present were in favour.

b) In addition to those persons listed above, the following persons, having been formally proposed and seconded, were seeking election:

| <u>NAME</u> | <u>COMPANY</u> |
|----------------|--------------------|
| Melanie Steele | Asda Stores Ltd. |
| Reshima Bungar | Wrights Food Group |

Bill Wadsworth of Greggs Plc proposed that the above two candidates be formally elected onto the Technical & Legislative Committee and Adrian Whitehead of Brakes seconded the proposal. All present were in favour.

6. APPOINTMENT OF AUDITORS

Bill Wadsworth of Greggs Plc proposed that Smethurst and Buckton be re-elected as the Federation's Auditors for the year 2012/2013 and Adrian Whitehead of Brakes seconded the proposal. All present were in favour.

7. ELECTION OF THE AUDIT COMMITTEE

The following current members of the Audit Committee offered themselves for re-election at the Annual General Meeting being:

| NAME | COMPANY |
|-------------------|---------------------------|
| Ali Hannaford | Paramount 21 Ltd. |
| Alastair Salvesen | Dawnfresh Seafoods Ltd. |
| Peter Day | BFFF Honorary Life Member |

Nick Shaw informed the meeting that Alison Hannaford offered herself as Chairman of the Audit Committee for the year 2012/2013.

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3.

Bill Wadsworth of The Authentic Food Company Ltd. proposed that the Audit Committee members be re-elected and that Alison Hannaford be re-elected as Chairman. Adrian Whitehead of Brakes seconded the proposal and all present were in favour.

8. ANY OTHER BUSINESS

Nick Shaw congratulated Peter Allan on his election as Vice-President and thanked members of all the Committees for their time and input which is valued and very much appreciated. Nick also thanked Brian and the BFFF team and added that he looked forward to lots of new and exciting activities throughout 2013.

There being no further business, the meeting closed at 11.10 am