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**EXECUTIVE COUNCIL MEETING  
Wednesday, 1 February 2012 at 1.35pm**

Present

Chair:	Vince Craig C/o McEvoy Foods Int'l Ltd. Chris Binge, Fairway Foodservice Plc Ian Crawford, 3663 Ian Stone, apetito Ltd.	Nigel Broadhurst, Iceland Foods Ltd. Vanessa Lewis, Summit Foods Ltd. Bill Wadsworth, Greggs Plc
In Attendance:	Brian Young, BFFF Emma Cranidge, BFFF	Hazel Cranidge, BFFF
Apologies:	Peter Allan, Cargill Meats Europe Peter Day, Honorary Life Member Ali Hannaford, Paramount 21 Ltd. Nick Shaw, Westbridge Foods Ltd.	Peter Ashford, Honorary Life Member Paul Freeston, apetito Ltd. Alastair Salvesen, Dawnfresh Seafoods Ltd. Adrian Whitehead, Brakes

**AGREED ITEMS AND ANY ACTION**

	ITEM	ACTION BY:
1.	<b>CHAIR OF MEETING</b> Brian advised that Nick Shaw was unable to attend today's meeting. He therefore proposed that Vince Craig chair the meeting and all present were in agreement.	Exec Council
2.	<b>TO ADOPT THE MINUTES OF THE PREVIOUS MEETING</b> It was resolved to adopt the minutes of the November 2011 meeting and there were no matters arising not covered by the agenda.	
4 4.1	<b>VERBAL REPORTS FROM COMMITTEES</b> <b>PIB Committee</b> Ian Stone reported that the PIB Committee had asked Brian to draft up a programme for the Marketing Seminar and to consider whether it would be possible to hold two – one dedicated to foodservice and one to consumer/retail. They had agreed that the Events Diary was a very good initiative and should go ahead as soon as possible and become an annual publication. Discussion had also centred on future speakers and the committee were looking to identify operators for future meetings.  Ian added that the presentation from LibraEurope had been very interesting and worthwhile.	

Contd.

## AGREED ITEMS AND ANY ACTION

	ITEM	ACTION BY:
4.2	<p><b>WD Committee</b>            Ian Crawford informed the meeting that the presentation from DAF Trucks had been excellent. The committee had prioritised speakers for future meetings and these were now being arranged. Brian continues to pursue the possibility of encouraging wholesaler members to embrace EDI and would be meeting with GS1 in the next month or so and would then report back. Brian is also meeting with the BHA and FWD to see if there are areas of common ground such as technical and he will report back after that meeting. Su Dakin had provided a very useful update on technical issues pertinent to wholesalers, which had been welcomed by all present.</p>	
4.3.1	<p><b>T&amp;L Committee</b></p> <p><b>a</b> Vince advised that from 1 July 2012, anyone who supplies a product of animal origin to another organisation, will need to provide the date of production/freezing and that there was a potential for three different dates to be on packs. He stressed that it was important for technical teams to be fully up to date and Su will continue to keep the membership updated via the T&amp;L Update.</p> <p><b>b</b> Vince also reported that the Government are increasing their pressure on businesses to sign up to the Primary Authority scheme, which will have a financial impact. He added that we are hoping to run a Technical seminar on this subject in April.</p>	
4.3.2	<p><b>H&amp;S Committee</b>            Following on from the success of the Forensic Accident Investigation presentation at the H&amp;S Seminar, we have now arranged for a seminar dedicated to this topic, which has now been launched and will take place on 21<sup>st</sup> March 2012.</p>	
4.4	<p><b>Audit Committee</b>            Brian advised that Ali had sent a report, as she was unable to attend today's meeting.</p>	
4.4.1	<p><b>Quarterly Accounts to 31<sup>st</sup> December 2011</b></p> <p><b>a</b> The draft accounts for the quarter ended 31<sup>st</sup> December had been circulated prior to the meeting. There were no queries arising and it was unanimously agreed to adopt the accounts.</p> <p><b>b</b> Executive Council asked that their thanks to Brian and the team be recorded for an excellent set of accounts.</p>	<p>Exec Council</p> <p>Exec Council</p>

**AGREED ITEMS AND ANY ACTION**

	<b>ITEM</b>	<b>ACTION BY:</b>
<b>4.4.2</b>	<p><b>Draft Budget for 2012/2013</b>            Brian advised that the draft Budget had been circulated prior to the meeting and had been discussed in great detail by the Audit Committee. Executive Council unanimously agreed to adopt the proposed Budget for 2012/2013.</p>	Exec Council
<b>4.4.3</b>	<p><b>Proposed Subscription Levels for 2012/2013</b></p>	
<b>a</b>	Brian advised that the Audit Committee had recommended that a small increase of 3% be added to the current subscription levels, which in monetary terms means an extra £50 for the lowest band and an extra £75 for the highest band.	
<b>b</b>	Brian confirmed that he would advise members of the increase and explain that the additional funds will be used for activities such as the promotional campaigns for both foodservice and consumer. Executive Council unanimously agreed to adopt the proposed subscription levels for 2012/2013.	BY/Exec Council
<b>5.</b>	<p><b>MEMBERSHIP SURVEY</b></p>	
<b>a</b>	Brian advised that he was delighted with the feedback received from the survey and the high level of responses. He added that he would review the questions for next year's survey to ensure they are relevant and provide a good base for useful/informative feedback.	BY
<b>b</b>	Brian pointed out that the feedback for the events is a concern as the overall rating is declining which is mainly due to the prices incurred by members and their guests at the Hilton when attending the Dinner and Luncheon. Executive Council all agreed that the location of these two events should remain in London and that the Hilton was the best option. However, they asked that Brian consider the possibility of reducing costs such as a sponsor for the wine, or increasing the ticket price to include wine.	BY
<b>6.4</b>	<p><b>Lobbying Plan</b></p>	
<b>a</b>	Brian advised that he and Su Dakin together with representatives from two member companies and trade delegates from the Thai Embassy had met with DG Sanco representatives in Brussels last week. The objective of the meeting was to discuss the possible reversal of the current ban on the import of fresh poultry meat from Thailand into the EU.	
<b>b</b>	He added that he and Su were also visiting the Thai Embassy on 5 <sup>th</sup> February as a follow up meeting.	

