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**Minutes Of The Annual General Meeting Of The Federation
Held at the Hilton on Park Lane, London
On Tuesday, 24th November 2015**

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

In Attendance: Brian Young Chief Executive
Jenny Mulholland Auditor to the Federation
Hazel Cranidge Admin Controller
Emma Cranidge Financial Controller

1. APOLOGIES

Apologies were received from Bryan Jackson of Destiny Foods Ltd and Vanessa Lewis of Summit Foods Ltd.

2. TO APPROVE THE MINUTES OF THE 2014 AGM

The minutes were proposed as a true record of the proceedings by Stephen Waugh of Ardo UK Ltd and seconded by Bill Wadsworth of Greggs plc. All present were in favour and Brian confirmed that all proxy votes received prior to the meeting were also in favour. Therefore the 2014 AGM minutes were approved.

3. TO APPROVE THE ACCOUNTS FOR THE YEAR ENDED 30TH JUNE 2015

The Federation's Annual Accounts were handed out to those present at the meeting. Ali Hannaford of Paramount 21 Ltd proposed that the accounts be adopted and Andrew Roberts of Bidvest Foodservice seconded the proposal. Brian confirmed that all proxy votes received prior to the meeting were also in favour and none against and the Year End Accounts to 30th June 2015 were duly approved.

4. TO APPROVE THE CHAIRMAN'S REPORT

Peter Allan advised that the full Chairman's Report had been circulated to all members prior to the meeting and gave an overview at the meeting.

Ian Stone of apetito Ltd proposed that the Chairman's Report be adopted and Chris Binge of Fairway Foodservice seconded the proposal. Brian confirmed that all proxy votes received prior to the meeting were also in favour and none against and the 2015 Chairman's Report was approved.

5. TO APPROVE THE CHIEF EXECUTIVE'S REPORT

The Chief Executive's report had been circulated to all members prior to the meeting. Brian provided a short overview detailing highlights of the Federation's activities at the meeting.

Ali Hannaford of Paramount 21 Ltd proposed that the Chief Executive's Report be adopted and Stephen Waugh of Ardo UK Ltd seconded the proposal. Brian confirmed that all proxy votes received prior to the meeting were also in favour and none against and the 2015 Chief Executive's Report was approved.

Contd

6. TO APPROVE THE APPOINTMENT OF THE BOARD OF DIRECTORS

6.1 Peter advised that the following Directors automatically retained their positions on the Board for 2015/2016 and that it was proposed to elect these 7 Directors en bloc

- **Producer Representatives:**
Peter Allan, Cargill Meats Europe
Ian Stone, apetito Ltd
- **Wholesaler Representatives:**
Simon Clayson, Brakes
Chris Binge, Fairway Foodservice Plc
- **Chair of Audit Committee:** Ali Hannaford, Paramount 21 Ltd
- **Retail Representative:** Nigel Broadhurst, Iceland Foods Ltd
- **Chief Executive:** Brian Young

Bill Wadsworth proposed that the 7 Directors who automatically retained their positions be re-elected en bloc and Ian Hyland of Moy Park seconded the proposal. Brian confirmed that all proxy votes received prior to the meeting were also in favour and none against and so the directors as named above were re-elected for 2015/16.

6.2 Re-election of Directors

Peter advised that the directors below were standing for re-election

- **Chair of T&L Expert Group:** Vince Craig, c/o McEvoy Foods International Ltd
- **Wholesaler representative:** Andrew Roberts, Bidvest Foodservice

Peter Allan proposed that the above directors be re-elected en bloc as no other candidates had come forward for their positions. Simon Clayson seconded the proposal and Brian confirmed that all proxy votes received prior to the meeting were also in favour and none against and so the directors as named above were re-elected for 2015/16.

6.3 Election of Board Director representing small producers

Peter advised that it was necessary to hold a ballot to elect the Board Director representing small producers for 2015/16 as one existing candidate was standing for re-election and two candidates were seeking election for this position. The candidates are:

- Peter Denolf, Snack Food Poco Loco seeking election
- Vanessa Lewis, Summit Foods Ltd seeking re-election
- Kevin Morel, Oliver James Foods seeking election

Brian advised that all those attending the AGM had been asked to complete a ballot form which had then been collated and the votes added to the proxy votes received prior to the meeting. This was to ensure that there was no duplication of votes and only eligible members had voted.

Brian thanked all three candidates for their interest in the Board and added that they would all have been worthy candidates. Brian confirmed that the results of the vote was that Vanessa Lewis was re-elected as the Board member representing small producers.

7. TO APPOINT SMETHURST & BUCKTON AS THE COMPANY'S AUDITORS FOR 2015/16

Smethurst and Buckton offered themselves to be re-elected for the coming year and Ali Hannaford of Paramount 21 proposed that they be re-elected as the Federation's auditors. Alastair Salvesen of Dawnfresh Seafoods seconded the proposal All present were in favour and Brian confirmed that all proxy votes received prior to the meeting were also in favour. Therefore Smethurst & Buckton were re-elected as the Federation's Auditors for the year 2015/16.

8. TO APPROVE THE RE-ELECTION OF THE AUDIT COMMITTEE FOR 2015/16 AS FOLLOWS:-

The current members of the Audit Committee offered themselves for re-election at the Annual General Meeting as below.

Ali Hannaford	Paramount 21 Ltd.
Alastair Salvesen	Dawnfresh Seafoods Ltd.
Peter Day	Honorary Life Member
Helen Wright	Aunt Bessie's Ltd

Ali Hannaford offered herself as Chairman of the Audit Committee for the year 2015/2016.

Peter Allan proposed that the Audit Committee be re-elected with Ali Hannaford as Chairman and Ian Stone of apetito Ltd seconded the proposal. All present were in favour and Brian confirmed that all proxy votes received prior to the meeting were also in favour. Therefore the Audit Committee were duly re-elected with Ali Hannaford as Chairman.

There being no further business, the meeting closed at 11.05 am