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**Minutes of the Annual General Meeting of the British Frozen Food Federation
held via Teams on
Wednesday 13th November 2024**

Present: Ian Stone (BFFF President and Chair, part of the meeting)
Karen McQuade (BFFF Vice-President, part of the meeting)
Together with representatives of member companies as per the attendance register

In Attendance: Rupert Ashby, Chief Executive
Helen Spauls, Auditor to the Federation

1. To consider and if appropriate, approve the Minutes of the 2023 AGM

The minutes were proposed by Richard Pike of Cook as a true record of the proceedings and were seconded by Grant Nairn of Copenrath & Wiese (UK) Ltd. All present were in favour and the minutes were approved.

2. To consider and if appropriate, approve the Chief Executive & Chairman's Report

The Chief Executive and Chairman's Report had been circulated prior to the meeting. Martin McIlroy of Daregal Gourmet Ltd proposed the reports for approval and Claire Thomas of Atlantique Alimentaire seconded. All present unanimously approved the reports.

3. To consider and if appropriate, approve the Accounts for the year ended 30th June 2024

The Federation's accounts had been made available to all members. Amy McKay of Futura Foods UK Ltd proposed the accounts for approval and this was seconded by Richard Pike of Cook. All present unanimously approved the accounts.

4. To consider and if appropriate, approve the appointment of the Board of Directors as follows:

4.1 The following Directors automatically retain their position on the Board and will continue to serve for 2024/25:

• **Producer/Importer/Broker Representatives:**

Karen McQuade, The UK Foodhall Ltd.
Shaun Smith, Birds Eye Ltd
Martin McIlroy, Daregal Gourmet Ltd
Paul Weatherby, Crop's Foods Ltd

• **Retailer Representative:**

Richard Pike, COOK

It was proposed to elect the above 5 Directors en bloc.

2.

Geoffrey Druce of Three Oceans Fish Ltd proposed that the 5 Directors be elected en bloc and Ashley Hopwell of Hopwells Ltd seconded. All present were in favour.

4.2 The following Director is seeking re-election for 2024/25:

- **Wholesaler Representative:**
Ashley Hopwell, Hopwells Ltd

It was proposed to elect the above Director.

Richard Pike of Cook proposed to re-elect the above Director and Karen McQuade of The UK Foodhall Ltd seconded. All present were in favour.

Ian Stone advised that, in addition to himself, Stuart Smith, Jose Neto and Vince Craig would be stepping down from the Board. Ian expressed his thanks to Stuart, Jose and Vince for all their input and support to the BFFF Board over the many years that they had served.

As the above candidates were stepping down, there were 4 vacancies on the Board and we had received the following applications to fill those vacancies.

4.3 The following candidates, having been formally proposed and seconded, are seeking election:

- **Retailer Representative:**
Gareth Thomas, Iceland (co-opted during the year)
Rebecca Stanton, Wm Morrisons Supermarkets Ltd
- **Producer/Importer/Broker Representatives:**
Timothy Rose, Three Oceans Fish Co Ltd
- **Wholesaler Representatives:**
David Cole, Sysco GB

It was proposed to elect the above 4 candidates en bloc.

Geoffrey Druce of Three Oceans Fish Ltd proposed that the 4 candidates be elected en bloc and Martin McIlroy of Daregal Gourmet Ltd seconded. All present were in favour.

5. To consider and if appropriate, approve the appointment of the President

Ian Stone will stand down as President and Chair of the Board with immediate effect. The Board proposed that Karen McQuade of The UK Foodhall Ltd be appointed as the President and Chair of the Board from the date of the meeting.

Geoffrey Druce of Three Oceans Fish Ltd proposed that Karen McQuade be elected as President and Chair of the BFFF Board. Ashley Hopwell of Hopwells Ltd seconded. All present were in favour.

3.

Ian congratulated Karen on her election as President and wished her the very best of luck in that role. Ian said it has been an honour and a privilege to serve as the BFFF President and Chair of the Board and thanked his colleagues for all their support. The meeting was then handed over to Karen McQuade to Chair.

6. To appoint Smethurst & Co as the Company's auditors from the conclusion of the meeting to the end of the next period as per section 485 of the Companies Act 2006, at a remuneration to be determined by the directors.

Alec Witts of Fullers Foods International proposed that Smethurst & Co should be appointed and this was seconded by Grant Nairn of Coppenrath & Wiese (UK) Ltd. All present were in favour.

7. To consider and if appropriate, approve the appointment of the Audit Committee for 2024/25:

Christian Ardern, Nomad Foods

Ali Hannaford, Paramount 21 Ltd

Cameron Javaherian, Vertex Pharmaceuticals (Independent Member)

Richard Pike of Cook proposed that the Audit Committee be re-elected for 2024/25 and Martin McIlroy of Daregal Gourmet Ltd seconded the proposal. All present were in favour.

8. Any Other Business

Karen McQuade thanked Ian Stone for his four years as President and for the many additional years he had supported the BFFF. She expressed gratitude for his hard work and support, stating that he would be greatly missed.

She also thanked everyone for attending the AGM and mentioned that she looked forward to seeing many of the members at the Annual Lunch.

By order of the Board



Rupert Ashby
Chief Executive