



AGM & Board Combined Meeting Agenda
Tuesday 23rd March 2021 – 1.30p.m. – 3.30p.m.
Via Teams

Microsoft Teams meeting

Join on your computer or mobile app

[Click here to join the meeting](#)

Or call in (audio only)

[+44 20 3855 6017,,333512177#](#) United Kingdom, London

Phone Conference ID: 333 512 177#

[Find a local number](#) | [Reset PIN](#)

[Learn More](#) | [Meeting options](#)

AGENDA

1. Apologies for absence	
2. Competition Law Compliance	Golden Rules for FDF Members
3. Minutes of the last Combined AGM/Board Meeting	BCA/30/03/20/1804 – (attached for reference)
4. Minutes of the last Board Meeting	BCA/10/11/20/1844 – (attached for reference)
5. Matters Arising from the Previous Minutes	
6. Election of - Chair - Vice Chair	Andrew Kerr nominated TBC
7. Re-Election/Election of Committee Chair's - Arbitration & Contracts Chair - Brexit Working Group - Communications - Member Services Chair - Sustainability Co-Chairs - Technical & Regulatory Chair - Trade & Logistics Chair	Angus Kerr – Coffee ag Limited Led by Paul Rooke Esme Knight - Costa Alex Rogers – AGC (Commodity Store) Ltd Roxy Rocks-Engelman – Café Direct Nick Boxall – Complete Coffee Ltd Mike Watson – TRC Specialty Commodities
8. Re-Election of the Arbitration & Contracts Committee	(attached for reference)
9. Re-Election of the Arbitration Panel of Arbitrators	(attached for reference)
10. Re-Appointment of Auditors – Bronsens	All

11. BCA Accounts • BCA Audited Management Accounts to 31/12/20 • BCA 2021 Working Budget • BCA Income & Expenditure Management Accounts to 28/02/21 • BCA Balance Sheet to 28/02/21	BCA/13/03/21/1878 – Phil Burton – Bronsens - (attached for reference) BCA/30/07/20/1827 Revised Income Updated November 2020 - Budget Ver. 2 Used - (attached for reference) BCA/13/03/21/1879 – (attached for reference) BCA/13/03/21/1880 – (attached for reference)
12. Executive Director Report	Paul Rooke
13. Review & Approval of Articles of Association & Constitutions	Paul Rooke – (attached for reference)
14. Member Recruitment	Andrew Kerr & Thomas Blackwall
15. Date of Next Board Meeting	Tuesday 9th November 2021 – BCA Board Meetings – 11.00a.m.- 3.00p.m. – Either Physical Meeting at the FDF or Via Teams. • Technical Meeting / Board Meeting