



Agenda

Date Wednesday 23rd March 2023
Time 1:00pm – 3:30pm
Location **FDF, 10 Bloomsbury Way, London, WC1A 2SL – Room Machin & Via Teams**
BCA AGM & Board Combined Meeting

Microsoft Teams meeting

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Attendees	CHAIR	Andrew Kerr (OCR Commodities & BCA Chair) (Via Teams)
	BCA:	Paul Rooke (Executive Director) Thomas de Freitas (Media & PA Manager) Tracy Brown (Secretariat)
	Attendees:	Phil Burton (Bronsens- Auditors) (Via Teams) Krisztina Szalai (Caravela Ltd) Angus Kerr (Coffee ag Ltd) Jason Cross (CWT) (Via Teams) Elizabeth Barry (Equatorial Traders) (Via Teams) Fergus Wilson (ETG Commodities B.V.) (Via Teams) Thomas Blackwall (Finlays) (Via Teams) Richard Hankinson (ICE Futures Europe) (Via Teams) Tasmina Hoque (JDE) (Via Teams) Chris Coates (Taylors of Harrogate) (Via Teams)
	Tentative:	Chris Rogers (AGC Commodity Store) (Via Teams)
	Apologies:	Sonja Bentley (Cafea UK) Jenny Breadmore (Cafea UK) Mick Flynn (Complete Coffee Ltd) Richard Hankinson (ICE Futures Europe) Rachel Vennard (Nestlé)



Subject AGM & Board Combined Meeting

AGENDA	
1. Apologies for absence	
2. Competition Law Compliance	Golden Rules for FDF Members
3. Minutes of the last Combined AGM/Board Meeting	BCA/25/03/22/1956 - <i>Attached for Reference</i>
4. Minutes of the last Board Meeting	BCA/28/11/22/1791 - <i>Attached for Reference</i>
5. Matters Arising from the Previous Minutes	
6. Election of • Chair • Vice Chair	Krisztina Szalai – Caravela Ltd TBC
7. Re-Election/Election of Committee Chair's • Arbitration & Contracts Chair • Communications • Member Services Chair • Sustainability Chair • Technical & Regulatory Chair • Trade & Logistics Chair	Angus Kerr – Coffee ag Limited Esme Knight – Costa Coffee Alex Rogers – AGC (Commodity Store) Ltd Roxy Rocks-Engelman – Cafédirect Jenny Breadmore – Cafea UK Mike Watson – TRC Specialty Commodities
8. Re-Election of the Arbitration & Contracts Committee	<i>Attached for Reference</i>
9. Re-Election of the Arbitration Panel of Arbitrators	<i>Attached for Reference</i>
10. Re-Appointment of Auditors – Bronsens	All
11. BCA Accounts • BCA Audited Management Accounts to 31/12/22 • BCA Audited Balance Sheet to 31/12/22 • Bronsens Assurance Report Year End 2022 • BCA 2023 Working Budget • BCA Management Accounts to 28/02/23 • BCA Balance Sheet to 28/02/23	BCA/16/02/23/1801 – <i>Attached for Reference</i> BCA/16/02/23/1802 – <i>Attached for Reference</i> <i>Attached for Reference</i> BCA/25/10/22/1781 – <i>Attached for Reference</i> BCA/28/02/23/1805 – <i>Attached for Reference</i> BCA/28/02/23/1806 – <i>Attached for Reference</i>
12. Committee Reports	Committee Chairs
13. Executive Director Report	Paul Rooke
14. Member Recruitment	Paul Rooke
15. Date and time of the next Board Meeting in 2023	



Date	Meeting	Location
Wednesday 29 th November 2023	BCA Board Meetings • Technical • Board 11.00a.m. – 3.00p.m. Hybrid Meeting (Teams & FDF)	FDF, 10 Bloomsbury Way, London, WC1A 2SL – Room Cleminson