



Agenda

Date Thursday 21st March 2024
Time 1:00pm – 3:30pm
Location **Equatorial Traders, Unit 3 The Onyx, 102 Camley Street, King's Cross, London N1C 4PF & Via Teams**

BCA AGM & Board Combined Meeting

Microsoft Teams meeting

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Attendees	CHAIR	Andrew Kerr (OCR Commodities & BCA Vice Chair)
	BCA:	Paul Rooke (Executive Director)
		Thomas de Freitas (Media & PA Manager) (Via Teams)
		Tracy Brown (Secretariat)
	Attendees:	David Llewellyn (AVA) (Via Teams)
		Phil Burton (Bronsens- Auditors) (Via Teams)
		Angus Kerr (Coffee ag Ltd)
		Elizabeth Langdon (Equatorial Traders Ltd)
		Rupen Sookchak (Equatorial Traders Ltd)
		Fergus Wilson (ETG Commodities) (Via Teams)
		Thomas Blackwall (Finlays) (Via Teams)
		Barbara Usak (Finlays) (Via Teams)
		Tasmina Hoque (JDE) (Via Teams)
		Ellis Oliver (JDE) (Via Teams)
		Kimberley Bott (Lavazza) (Via Teams)
		Jane Aldridge (Nestlé) (Via Teams)
		Eric Allen (R Markey & Sons UK Ltd) (Via Teams)
		Mick Flynn (Sucafina UK Ltd) (Via Teams)
		Frank Tanner (Taylors of Harrogate) (Via Teams)



Tentative: Massimo Pepe (Lavazza) **(Via Teams)**
Kenneth Budts (Molenbergnatie) **(Via Teams)**

Apologies: Brigid McKeivith (Costa Coffee)
Jason Cross (CWT)
Carole Liminiana (Filhet-Allard Maritime)
Simon Fox (JDE)
Sandara Holmes (Nestlé)
Kathryn Dixon (Taylors of Harrogate)

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/24/03/23/1812 - Attached for Reference
4. Minutes of the last Board Meeting	BCA/30/11/23/1860 - Attached for Reference
5. Matters Arising from the Previous Minutes	
6. Election of - Chair - Vice Chair	Jane Aldridge – Nestle UK Ltd - Nominated 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	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 31/12/23 - BCA Audited Balance Sheet to 31/12/23 - Bronsens Assurance Report Year End 2023 - BCA 2024 Working Budget	BCA/12/03/24/1879 – Attached for Reference BCA/12/03/24/1880 – Attached for Reference Attached for Reference BCA/15/08/23/1842 Updated October 2023 – Attached for Reference



• BCA Management Accounts to 29/02/24 • BCA Balance Sheet to 29/02/24	BCA/12/03/24/1881 – <i>Attached for Reference</i> BCA/12/03/24/1882 – <i>Attached for Reference</i>
12. Committee Reports	Committee Chairs
13. Executive Director Report	Paul Rooke
14. Date and time of the next Board Meeting in 2024	

Date	Meeting	Location
Wednesday 28 th November 2024	BCA Board Meetings • Technical • Board 11.00a.m. – 3.00p.m. Hybrid Meeting (Teams & TBC)	Venue TBC