

BRISTOL CORN AND FEED TRADE ASSOCIATION LTD

Minutes of the Annual General Meeting
on Tuesday 17th May 2022, 11.30am
at Ashton Gate Stadium, Bristol BS3 2LQ

Present: Mr D Hughes President
Mr E Thomas Vice-President
Mrs V Bywater Secretary
Representatives of 18 Member Companies

Minutes taken by: Mrs Victoria Bywater

Apologies Received: From 4 Member Companies

1. The President opened the meeting at 11.30hrs.

The President confirmed that notice had been given to Member Companies via email on the 14th April 2022 that the AGM of the Association would take place on Tuesday 17th May 2022 at 11.30am for the purposes of transacting the business as per the notice of the meeting.

2. **MINUTES OF THE MEETING HELD ON 27th JULY 2021**

On a proposal of the Eric Thomas (Wynnstay Group plc) and seconded Mark Cox (Trouw Nutrition) the minutes of the previous AGM were approved as a true record, all agreed.

3. **ANNUAL REPORT**

The President that the Annual Report had been sent to all member companies as part of the notice of the meeting.

On the proposal of the President, seconded by Ian Tremain (Anode Feeds) the Annual Report was unanimously approved.

Further to the Annual Report the President reminded Members about the new training portal available via the Association website.

4. **ANNUAL ACCOUNTS**

The President confirmed the accounts as produced by Bishop Fleming

LLP had been circulated with the notice of the meeting to all member companies' representatives.

As no questions were raised, the President proposed the adoption of the annual accounts, seconded by Ian Eastwood (Cefetra), unanimously approved.

5. **ELECTION OF THE EXECUTIVE COMMITTEE**

The President confirmed that Mark Budd, Sarah Bond, Neil Chapman, Mark Cox, James Reeson and Paul Roberts are due to retire by rotation from the committee under the three-year rule but offer themselves for re-election.

Mark Cox (Trouw Nutrition) proposed the election en bloc of Mark Budd, Sarah Bond, Neil Chapman, Mark Cox, James Reeson and Paul Roberts seconded by Andrew Davies (Harpers Feeds Ltd), all approved.

6. **APPOINTMENT OF INDEPENDENT EXAMINERS**

The President proposed Bishop Fleming LLP to be appointed as Independent Examiners for 2022, seconded by Neil Chapman (Thomas Mawer), all approved.

7. **TO CONSIDER THE FOLLOWING CHANGES TO THE ARTICLES OF ASSOCIATION (changes in bold italics);**

49. Any member of the Executive Committee shall ipso facto cease to be a member of it if:-

he becomes bankrupt or suspends payments or compounds with his creditors, or he or his firm or company having been a Member of the Association ceases to be so, ***or he does not attend two of four Executive Committee meetings annually*** or by notice in writing to the Association he resigns his office, or having been at the time of his election a Director or duly accredited representative of a firm or company being a Member of the Association, he shall cease to hold such position with that firm or company, but no member of the Executive Committee shall vacate his office nor shall any person be ineligible for appointment as a Member of the Executive Committee by reason only of his having attained any particular age.

53. The Executive Committee shall meet for the despatch of business adjourn and otherwise regulate their meetings and proceedings as they think fit, and shall in any case meet once in every four months ***in person unless there are exceptional circumstances***. Five members of the Executive Committee shall form a quorum. A special meeting of the Executive Committee shall be convened by the Secretary at any time upon the requisition of the President, Vice-President or any three members of the Executive Committee. The Secretary shall give to each member of the Executive Committee not less than seven days' notice whenever possible of each meeting of the Committee, stating the business to be transacted, but the accidental omission to give such notice or the non-receipt of such notice by any member shall not invalidate any resolution passed or any business transacted at such meeting.

The President explained that Covid-19 has seen a huge change in the way of working and the Association has taken advantage of video-meetings to ensure the work of the Association had continued throughout. The President confirmed that going forward the directors aim to meet in person when possible and attendance at meetings by directors is very important. To that end a change of the Articles of Association is proposed by board of directors to require all directors to attend two out of four executive meetings annually.

The President proposed the acceptance of the changes above in bold italics to the Articles of Association of the Association, Neil Chapman (Thomas Mawer), all agreed.

ANY OTHER BUSINESS

There being no further items pertinent to the AGM President closed the meeting at 11.38hrs.