INSTITUTE OF FOOD SCIENCE & TECHNOLOGY
(“the Company” registered number 930776 registered charity number 1121681)

Minutes of the Extraordinary General Meeting of the Company held at 1800 on Thursday 9th December 2021 via a Zoom meeting due to the pandemic restrictions.

Present:
Helen Munday - President - (HM) - Chair
David Gregory - Imm'te Past President (DG)
Wayne Martindale - Honorary Secretary
Alan Trobridge
Alastair MacGregor - Trustee
Alec Kyriakides – Vice President
Alex Kent
Alexis Guest
Allan Shivebe
Andrea Cattaruzza
Andrew Wilbey
Andy Kerridge
Ann Flinn
Bertran Emond
Bipro Nath Dubey
Carol Raithatha
Charles Murray
Chris Edwards
Chris Wells
Craig Leadley
David Rosie
Deborah Kendale
Debra Smith
Delia Ojinnaka
Dominic Darby
Edward Willhoft
Emmanuel Alamu
Fiona Jones
Fiona Sutcliffe
Francis Wallington
Gary Frank
Geoffrey Le Gry
Haydn Mann
Hazel Gowland
Ian Finlayson
Ian Goulding
Ian Jacques
Ildephonse Habinshuti
Ivan Bartolo
James Turnbull
Jean McEwan
Jennifer Ames
John Fry
John Hanford
John Hudson
John O'Neill

John Wren
Julian Cooper
Julian Durrant
Karin Goodburn
Kenneth Spears
Kerri Taylor Bishop
Kirsty Pourshahidi
Lauren Rogers
Laurie Bender
Leslie Piggott
Louise Roberts
Marcin Paluch
Margaret Patterson
Mark Woolfe
Michael Brown
Michael King
Mobola Soyoola
Neil Honeywell
Nick Pickles
Nigel Pattenden
Patricia Ababio
Paul Tossell
Peter Salmon
Rachel Ward
Rhodri Evans
Richard Burt
Richard Marshall
Richard Ratcliffe
Robert Bowman
Ruben Rana
Sandee Jagtap
Sarah Vaudrey
Simon Allison
Simon Spanyol
Steve Barrass
Steve Timms
Steven Tomlinson
Susan Alexander
Susan Dix
Taiwo Owolabi
Terri Grassby
Tim Ingmire
Tom Hollands
Tom Miller
Zijun Luo
In Attendance:
Jon Poole (JP) – Chief Executive and Company Secretary

Apologies:
David Boniface
Rachel Hackett
Sam Jennings
Alan Jones
Michael Knowles
Edward Miles-Langley
Ian Purse
Peter Stevenson
Angela White
Helen Wild
John Wood
Maureen Edmondson
Colin Dennis
Richard Benson
Vicky Collett
Chris Heath
Michael Jones
David Koenig-Green

The Chair announced that a quorum was present and declared the meeting open. With the consent of all those members present the notice convening the meeting was taken as read. The full detail of resolutions is contained in the notice.

1. **Apologies for absence.** The Chair asked JP to list the apologies received (listed above)

2. **Board Resolution 1 (Item 2).** To consider and, if thought fit, to pass the following Special Resolution: That the Institute petition Her Majesty’s Privy Council for the incorporation of the Institute of Food Science and Technology by Royal Charter in the terms of (i) the attached draft Royal Charter, and (ii) the attached draft Bylaws.

The Chair introduced this resolution and the impact that obtaining Chartered status would have on the profession and the Institute.

JP then explained the steps so far in the process and in particular, he highlighted the more significant changes which had been incorporated in the draft Charter and Bylaws.

HM then opened the floor to any questions. Questions were asked about the benefits and potential drawbacks of Chartership which were addressed by HM, DG and JP.

HM then invited those present to vote to accept the resolution.

Proposer: David Gregory,
Seconder: Alastair MacGregor.
82 votes were ‘For’ to which the Chair added 12 proxy votes making a total of 94.
1 proxy vote was ‘against’
1 voted ‘Abstain’.

HM announced that Resolution 1 was approved (98% majority)

3. **Board Resolution 2 (Item 3).** To consider and, if thought fit, to pass the following Special Resolution: That the Board be given authority to make any changes to either the draft Charter or the Bylaws if such changes are required by the Privy Council or the Chief Charity Commissioner without the need to seek the further approval of the members in general meeting.

HM invited any questions relating to this resolution. The main concerns expressed related to the degree of any changes the Board might make. HM confirmed that we only expected minor amendments.
HM then invited those present to vote to accept the resolution.

Proposer: Tom Miller
Seconder: Mike King.
78 votes were ‘For’ to which the Chair added 12 proxy votes making a total of 94.
1 proxy vote was ‘against’
1 voted ‘Abstain’.

HM announced that Resolution 2 was approved (98% majority)

4. **Any other business**
   There was none. HM thanked the attendees and concluded the meeting at 18:49