

SEPTEMBER 2019 MEETING MINUTES

Bridlington Business Centre
Enterprise Way
Bridlington, YO16 4SF

Wednesday 11th September
12pm-1pm

1. Welcome / Introductions / Minutes
2. Quorum
3. Board of Directors Update
4. Company Accounts Update
5. Projects Under Review
6. Company Comms
7. AOB

ATTENDEES

Clive Rowe-Evans (CRE) Mo Driffield (MD)
Kerry Carruthers (KC) Jo Dooley (JD) - Observer
James Hodgson (JH)
Jayne Nendick (JN)
Ben Gilligan (BG)
Mark Miller (MM)
Pete Gibson (PG)
Mark Kibblewhite (MK) - for DB
Michael Graham (MG)
Cllr Horton (SH)
Mo Aswat (MA)
Rudi Barman (R-B)
Richard Bradley (RB)

PROXY

APOLOGIES

David Bowe DB
Dean Bullen D-B
Janet Deacon J-D

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1. Welcome / Introductions / Minutes

Amendment to August 30th 2020 Minutes:

ADD: ERYC offer of grant software information advice and matrix development support.

August 30th Actions completed and minutes accepted with above addition

2. Quorum

Meeting with quorate: 84.6% in attendance

Quorum clarified for voting purposes:

19% Voting share between public bodies: - 4 present, % share is 4.75% each

81% Voting share between private sector directors: 7 present, 0 authorised via proxy, % share is 11.57%

NB: Abstentions which affect voting % and calculations are shown below

3. Board of Directors Update

Villages vote progressing

Scarborough/Whitby/Hornsea open until 15th September

Bridlington: 1 applicant received and passed vetting: Appointment due to be made

No objections to Bridlington appointment

4. Company Accounts Update

1) Month one collections inline with national average and invoices have been raised to transfer funds from local authorities account to BID Company account

2) Breakdown of proposed operating costs presented for year 1

Discussions regarding opportunities to attract inward investment

ACTION: JN to provide funding details to KC

3) An overview of business feedback following month 1 collections, including business types who have requested exemption presented to the board.

MA: Confirmed the legal basis for area and sectors. Legally the Board cannot make changes to the area, sectors, levy % or rateable value without enacting a full alteration ballot.

Board discussed the feedback, resolving to look at projects that would benefit concerned businesses in periphery areas.

5. Projects Under Review

1) Approved project updates:

Scarborough Counting down to Christmas: Online Vote: 7.8.2019-8.8.2019

2 Local Authorities: 9.5% voting share each (2 Abstain)

6 Private Sector: 16.2% voting share each (3 Abstain)

5 Abstentions: 2 Public Sector /3 Private Sector

Board Vote: In favour: 7 (86.5%)

Against: 1 (13.5%)

Abstain: 5: COI declared: RB

Planning, full comms and event schedule being prepared between NYC and Scarborough Christmas group.

Brid Bus

Review of the trial will be presented in the October Board meeting to look at possible expansion to different areas.

RB: Opportunity to provide places to families in need of rest bite to have a greater social impact

ACTION: KC to prepare review of Brid Bus

Meercats Savings Advisory Service: Online Vote: 14.8.2019 - 15.8.2019

1 Local Authorities: 19% voting share each (3 Abstain)

8 Private Sector: 10.33% voting share each

Board Vote: In favour: 9 (100%)

Against: 0

Abstain: 3

Additional meeting has been held with the company to discuss the engagement process and core services to include:

- Telecoms
- Merchant Fees
- Pest Control
- Energy
- Water

Waste services will be omitted for the next 6 months. In the event that businesses provide feedback that waste costs/service are becoming an issue, the BID will start a tendering process, including local suppliers to find alternatives for levy payers.

12 month engagement and savings target discussed

ACTION: KC to instruct Meercats to proceed

Projects still under review

Yorkshire Coastal Route

Board reviewed proposal and discussions followed, included the pros/cons of similar routes around the UK

RB: Requested the Board to consider additional feasibility reports

SH: Tourism consultant, with research and development of route based experiences has already been commissioned to review the ERYC and SBC partnership opportunities. Invitation extended for the consultant to attend the November Board meeting to provide their feedback / advice.

CRE: Opened to the Board for discussions regarding next steps which concluded in:

ACTION: KC and CRE to meet with consultant and invite to next Board meeting to share initial findings and experience

ACTION: KC to start looking at tendering process and brief for a route based product

Loyalty/ reward/gift card programs

3 different proposals to be reviewed by the board.

Initial feedback for the Board is that the current focus, outside of area projects, should be on the Yorkshire Coastal Route

ACTION: CRE to place back on the agenda for discussion in 6 months

Coastal Event:

Promote Group in agreement to proceed

KC: Recommend the Board to meet the organiser to fully understand the event plan and only following this should a vote be taken upon whether to proceed due to investment level

VOTE: 100% in agreement to withhold vote post invitation

ACTION: KC to organise date with organiser

6.Company Comms

1. Levy payers meetings

Formats represented to the board to determine style of meeting

Discussions around dates, locations and number of meetings

Suggestions to engage with more business groups prior to levy payers meeting

ACTION: KC to start looking at relevant venues to present in November

2. Quarter 1 newsletter to be published mid October

3. General Updates to levy payers

ACTION: KC to save all updates in a separate drive for Board to review

7.AOB

JH: Reiterated the need to ensure that BID funds are not to duplicate or fund existing services, there has to be clear additionality.

Actions

JN: Provide funding details to KC

KC: Prepare review of Brid Bus

KC: Instruct Meercats to proceed

KC and CRE: Meet with consultant and invite to next Board meeting to share initial findings and experience

KC: Start looking at tendering process and brief for a route based product

CRE: To schedule gift card proposal back on the agenda for discussion in 6 months

KC: To organise presentation date with event organiser

KC: To start looking at relevant venues to present in November

KC: To save all updates in a separate drive for Board to review

