



## **WEYMOUTH BID LTD**

### **BOARD MEETING MINUTES**

**LOCATION:** REAL WORLD SERVICES BOARD ROOM, ST ALBANS CHAMBERS

**START TIME:** 14 -00

**DATE:** 13 JANUARY 2016

### **Item 1. Attendees and Apologies**

#### **PRESENT:**

Board Members:

Steve Newstead, Tim Williams, Louise Cox, Tamsin Mutton-McKnight (arrived 3pm)

Non Board Members: Julie Cleaver (Popcorn Marketing)

Trevor Hedger (Economic Development Officer at WPBC)

**APOLOGIES:** Simon Newport, Ian Jefferis, Sue Roper, Cllr Jason Osborne, Cllr Mike Byatt,

**RESIGNATIONS:** Sophie Kermani-Jibet had confirmed due to increasing work commitment, she would be standing down from the Board.

### **Item 2 Minutes of previous meeting 16 November 2015**

- Nothing to amend – SN signed minutes

### **Item 3 Minutes update and matters arising**

- Park and Ride: Costs and initial meeting has been held – agreed to review costs and have further talks with a view to opening Park and Ride on 1<sup>st</sup> December for Christmas trade. SN to follow up in April. NR to forward costs to all
- Board meetings will be held every three months from May 16.
  - Agreed to introduce four new forum meetings for Board and Levy payers – 8 in total
  - Calendar of meeting dates to be announced at AGM on 14 January

### **Item 4 Treasurers Report**

- Levy debtors as of 11 January stands at 123 debtors owing £46,895. 82% collected to date. The list is reviewed by the BID Levy Management Group. NR to confirm decisions to WPBC on Payments as agreed at the last meeting in December 15.
- Average levy payment and percentage of contributions to be part of presentation to AGM
- Accounts verified and dated

### **Item 5 Chairman Report / Articles of Association**

- Agreed the Articles of Association (AofA) should be a “living document” which could change if required to deliver the business plan and Board strategy decisions. Legal proposals will be circulated to all Board Directors for approval and comment.
- BID has taken Solicitors advice from Battens which was circulated
- Weymouth BID Ltd has 4 members
- Weymouth BID Ltd Directors are currently appointed. Application open to all Levy Payers to apply.
- There are 540 levy payers in the Weymouth BID Ltd area
- Weymouth BID Ltd operates as a Limited by Guarantee Company
- Levy Payers should be called Levy Payers and not BID Members to prevent confusion.
- New Articles of Association are now in final draft stage with solicitors and members for approval and signature. They will be published on Weymouth BID website in due course.
- Need to advise levy payers How to become a Member and How to become a Director after AGM

**Item 6            AGM 14 January 2016**

- 50 attendees have pre-registered to attend
- Questions have been submitted to Weymouth BID. These were discussed by the Board and will be answered at the AGM
- Meeting viewed presentation that will be given at the AGM and amends were made
- Agreed to have 2 registration desks, one for pre-registered and other for non registered levy payers. Agreed that only paid up levy payers would be allowed into the meeting.
- Agreed that for the AGM in 2017, invitations for a January 2017 AGM would be sent out with the levy invoices in September – NR / TH
- It was agreed to meet on 19<sup>th</sup> January 11.15 in BID office to discuss outcome of Weymouth BID Ltd AGM and actions

**Item 7            AOB**

- Legal Action brought by previous Director was discussed and Board updated on the current position.
  - Agreed to attend the Telegraph Outdoor Adventure & Travel Show at Excell London in Budget confirmed at £5k.
  - Half Term Facebook campaign to go ahead for February
  - Match funding applications received from :
    - Activate B Side for September event £5k
    - Weymouth Drama Club – cost tbc
    - Kite Festival – Further Details Required

This will be processed either through email decisions or at the next Board Meeting March 2016

Meeting ended at 16.45