

Annual General Meeting

Monday, 16th March 2020
Eastcliff Hallmark Hotel

MINUTES

Present:

Paul Clarke (PC) Chair
David Bailey (DB)
Andreas Booth (AB)
Des Simmons (DS) (Dialled in)
Peter Ruscoe (PR) (Dialled in)
Jane Swift (JS)
Justin Brandon (JB)
Eytan Krips (EK)
Jon Weaver (JW)
Dawn MacLaughlin(DM)
Fiona McArthur (FM)
Lucy Filer, (LF)
Stevie Sainsbury (SS)
Mo Aswat (MA)

1. Welcome

Chair welcomed everyone to the AGM of the Bournemouth Coastal BID Company, covering the financial year to June 2019.

PC mentioned that due to the COVID-19 and the unfortunate likelihood of impending lockdown and social distancing requirements, combined with the requirement for the AGM to be held in good time, the Chair felt it safer for all if levy payers were not invited to become members in order to attend the meeting. Whilst this was not ideal this was the most practical solution in the circumstances and it was agreed that the minutes would be uploaded to the CBID website. We will look at membership and invite levy payers to join when matters improve.

2. Apologies

Olivia O'Sullivan, Toby Marden, David Lock, Clive Mace

3. Minutes of the AGM held on 30 January 2019

These had been circulated in advance of the meeting. No amendments were requested
Proposed by JS, Seconded by EK

4. Election of new Directors

Chair explained that as per the Articles of Association, one third of the Board of Directors must stand down at the end of the third year of the BID, or if they have been on the Board for 3 consecutive years. Of the seven affected the following had indicated that they wished to stand for re-election, namely:

Andreas Booth
Des Simmons
Paul Clarke
Peter Ruscoe
Clive Mace

Chair confirmed that David Lock and Toby Marden both wished to stand down due to work commitments. On behalf of the Board PC thanked them for all of their hard work and support over the years.

These resignations have resulted in the following vacancies; Chair, Vice Chair, Representative for Pier Approach, Representative for Westbourne

Any Member of the Bournemouth Coastal BID Company is eligible to stand for election as long as they have paid their 2019/2020 levy in full.

The following nominations had been received for the vacant positions:

Chair- Paul Clarke
Vice Chair- Peter Ruscoe
Westbourne- Dawn McLaughlin
Pier Approach/Seafront - To date no nominations received.

Chair reported that applications had been received from Andreas Booth, Des Simmons, Paul Clarke, Peter Ruscoe, Clive Mace and Dawn McLaughlin to stand as Directors on the Board and proposed that unless there were any objections that they be voted onto the board.

There were no objections so the above were duly elected to the Board.

Election of Chair

PC offered to leave the room while consideration was given to his nomination for the position of Chair. Whilst he was out of the room it was unanimously agreed to elect PC as Chair for a further term. Proposed by DB, Seconded by AB.

On his return to the room PC thanked the Board but confirmed that he cannot commit to the position long term – only as far as July 2021

Election of Vice Chair

Nominee – Peter Ruscoe
Proposed – PC
Seconded – DB
Unanimously agreed

5. Presentation of the Annual Report & Accounts year ended 30 June 2019

Copies of the Annual Report and Accounts had been published online and circulated in advance of the meeting.

Chair thanked Lucy Filer, Filer Knapper LLP for her help in preparing the report and accounts.

Chair highlighted:

- Loss for the year of £111,155, an increase from the previous year where the loss was £60,841.
- CSAS costs of £52K in one year - £32K of which related to the previous year.
- Christmas Tree Wonderland – Invested £15K more than the previous year in the West plus the £15K in the East.
- The difference in financial years causes issues with the accounting process particularly in relation to BEB
- Sponsorship of £20K+ for big screens – not likely to receive
- £30K debtors provision agreed.

Chair confirmed that the accounts had been scrutinised line by line and that now in March 2020 he was confident that the BID was now in a comfortable financial position and that he was optimistic that the BID would be back to a neutral position financially in the coming year.

Chair brought to the Board's attention the situation surrounding the potential fraud situation being investigated and read out a statement which had been sent via email clarifying the Board's position on the matter. This statement was unanimously agreed by the Board.

LF reported that she was able to sign a clear audit report and that controls were now in place to ensure that appropriate actions are taken in the future to avoid a repeat of the problems that had been identified.

There were no further questions in relation to the reports and accounts, so a resolution was proposed (PR) and seconded (DB) and carried to approve the Annual Report and Accounts for the year ended 30 June 2019.

Appointment of auditors for 2019/20

Resolution: To appoint Filer Knapper LLP as auditors for the 2019/2020 Accounts.

Proposed by PC, Seconded by JS. Carried

6. Looking Forward

- Proposed streamlining and tightening up on internal arrangements and operating costs eg: databases, IT support, staffing
- Improved management of cash flow to ensure that things are paid in the correct financial year and at the best time for the BID.
- DS pointed out that at the moment invoices are going out at the wrong time for businesses and asked if this could be addressed.
- Will be continuing commitment to established projects such as CSAS, Christmas Tree Wonderland, Bournemouth Emerging Fringe, BEB etc. Looking at improvements to Christmas lighting.
- Looking forward to an exciting programme of events for the coming year.
- Talking to levy payers to establish how the BID can best support their businesses in 2020/21

Chair officially closed the AGM.
