



MINUTES

York BID Annual General Meeting

Tuesday 13th June 2018, 6pm

The Park Inn, North Street, York, YO1 6JF

<p>Present:</p> <p>M. Hjort (MH) Chair C. Crawford (CC) C. Price (CP) R. Onyett (RO) F. Wood (FW) K. Aspden S. Jewett (SJ) S. Brown (SB) N. Sanderson (NS) D. Argyle (DA)</p>	<p>In Attendance:</p> <p>A. Lowson (AL) E. Sawyer (ES) C. Bush (CB) P. Nicholson (PN) K. Johnson (KJ) HPH Accountants M. Smith (MS) Andrew Jackson Solicitors</p>
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ITEM N°	ITEM NOTES
1	<p>Opening by the Chair, Michael Hjort</p>
1.1	<p>Apologies</p> <p>Apologies were given by P. Pinder (PP), P. Stansfield (PS), N. Setterfield (NSe), I. Gillies (IG), A. Shrimpton (AS) and S. Page (SP).</p>
1.2	<p>Introduction and procedures</p> <p>MH officially opened the meeting and welcomed the company members and guests. He explained that the formal segment of the meeting will take place first where eligible members are invited to vote on resolutions 1 to 7 as outlined in the meeting notice. An informal presentation will then be given by AL, Executive Director of the York BID followed by questions from the audience to finish. The meeting notice is available via the following link https://bit.ly/2MAHlsj</p>
1.3	<p>MH clarified the voting procedure as stated in the company's articles of association; Members are to state their voting intention by raising the card provided at the appropriate time; Each resolution will be addressed in turn; votes for and against will be counted and result announced. MH confirmed that no proxy votes have been collected for this meeting. Minutes of the meeting will be published on the company website in due course.</p>

<p>2</p> <p>2.1</p> <p>2.2</p> <p>2.3</p> <p>2.4</p> <p>2.5</p> <p>2.6</p> <p>2.7</p>	<p>Resolutions to Ratify</p> <p>Board Directors</p> <p>The proposal that; Michael Hjort be re-elected as a Director of the Company and continue as Chair and representative of hospitality was passed unanimously.</p> <p>The proposal that; Colin Crawford be re-elected as a Director of the Company and continue as representative of professional services was passed unanimously.</p> <p>The proposal that; Frank Wood be re-elected as a Director of the Company and continue as representative of independent retail was passed unanimously.</p> <p>The proposal that; Neil Setterfield be re-elected as a Director of the Company and continue as representative of retail was passed unanimously.</p> <p>The proposal that; Philip Bolson be appointed as a Director of the Company representing hospitality was passed unanimously. MH took the opportunity to thank SJ who is retiring as Director, for her time served in support of the company and for her participation in the BID's inception.</p> <p>Financial Accounts</p> <p>The proposal to approve the company financial accounts for the 12-month period ended 31 March 2018 was passed unanimously. MH explained that the report published in the Annual Review has been put together with an operational perspective and differs slightly from the statutory accounts which are available on the company website. He added if anyone would like further explanation of the company's finance they are welcome to enquire with a director or the BID Exec Team who will be happy to provide further details.</p> <p>Special Resolution: Amendments of Articles of Association</p> <p>MH stated that the BID Board are proposing that section 22.2 from the BID articles be removed. He explained that this clause is intended to safeguard project budgets, however the Board has identified that it poses a hinderance to delivering major projects which require front loading investment. The proposal that the Articles of Association of the copy be amended by the removal of Article 22.2 was passed with the majority voting in favour, 1 vote against.</p>
<p>3</p> <p>3.1</p> <p>3.2</p>	<p>Introduction and presentation by York BID Executive Director, Andrew Lawson.</p> <p>The York BID: Year 2 and the next 12 months</p> <p>AL stated that one of the greatest challenges the BID team has is effectively communicating the company's activities to levy payers. He added, this is why these meetings are important and it is positive to see such a good turn out today.</p> <p>AL gave a 1 hour presentation touching upon the condition of the retail sector on both a national and local level and how York BID is approaching some of the issues the city faces; then how the company has performed over the last two years and the proposed areas of focus for year 3. The presentation is available via the following link: https://bit.ly/2LYWB0M</p>

4	The Chair MH then opened the meeting to Questions .
4.1	Maureen Scott asked how does the BID priorities how money is spent across its programme areas and are levy payers consulted on these decisions? AL stated that the majority of projects delivered are in line with the BID prospectus which was developed and voted on in 2015. It was during this time that the significant consultation with business over budgeting was made and our team make every effort to follow that plan where appropriate. He added, that in some cases projects require a significant investment up front but have less ongoing expenditure or have opportunities for review/tapering moving forward. AL reiterated that our toughest challenge as a small team is communicating with business over what we do.
4.2	Keith McClean stated that we are fortunate to have organisations such as the York BID and Make It York working so well on behalf of the city, it is great to see that a trade waste scheme proposed for the future. He expressed concerns however that York Council are already benefitting from this good work and rolling back on their statutory services. On this basis he questioned how the Council are justified in charging the BID £25k for levy collection services? AL commented, the aim of BID projects is to enhance existing services, not replace them. Projects such as the Street Rangers has been in successful in tackling low-level crime and ASB and as such are now seen by businesses as the first to respond to such reports. This does however free up Police time and resources which can then be focussed on things like counter terrorism. We are currently lobbying CYC and NYP to take action against public against public drug taking which appears to be on the rise in the city.
4.3	Claire Canning asked what are the BID's plans to support the early evening economy as this is listed as a priority in prospectus? AL divulged that York Retail Forum recently agreed to endorse an initiative named 'Feel Good Fridays' which aims to support later shopping opening hours on a Friday in the city. The BID is looking at coordinating this in partnership and launching later this year. Claire suggested that the pedestrianisation of streets later into the evening would help to encourage longer dwell time. Neil Ferris, Director City and Environmental Services at City of York Council stated that the Council are planning to undergo a full analysis of city centre infrastructure in which pedestrianisation will be considering.
4.4	Maureen Scott asked how were Future Cleaning chosen as a delivery partner for the street cleaning project? AL clarified that the BID team undertook a market evaluation exercise for the Board, from which Future Cleaning were chosen as the most capable provider.
4.5	Maureen Scott suggested that the admin fees published in the statutory accounts were unusually high compared to year 1. AL explained that an increase in administrative costs this year is due to several one-off expenses, the most significant of which the set-up in a new office, the final instalment of repayment to the BID Loan Fund and the recruitment of two new member of staff.
4.6	Maureen Scott asked is the case that business residing in a premise for only partial periods of the year are liable to pay the BID levy for that entire period? AL confirmed, yes this is the case. Businesses are liable to pay the levy in full on the date of billing despite plans to vacate the premises during that year and refunds are not recoverable. We encourage businesses to pursue recovery of these funds via their landlord or the new tenant.
4.7	Claire Canning asked has the BID heard of any potential tenants for the old BHS unit on Coney Street? AL responded stating we have heard there is an interested party. The information about

this business is still confidential although we can confirm they would be a welcome addition to the street.

The meeting closed at 20:00