

MRBD LIMITED



ANNUAL GENERAL MEETING ATTENDANCE

Thursday, 14th November 2019 (part of Manor Royal

Matters Conference 09.00 – 12.30)

Sandman Signature Hotel, Crawley, West Sussex, RH10 8XH

In attendance

BID Directors

Trevor Williams (Thales UK) (Chairman), Keith Pordum (Bon Appetit) Markus Wood (Avensys), Anthony Maynard (CGG), Paul Searle (P&H Motorcycles), Paul Roe (Kreston Reeves), Michael Deacon-Jackson (FTD Johns).

BID Members

Claire Staniford (Kelvin Precision Products Ltd), Jack Bedell-Pearce (4D Data Centres), Mark Love (Deloitte LLP), Jeremy Day (Doosan Power Systems), Luke Brimlow (Keysource Ltd), Mark Curtis (Split Image), Stephen Mansell (Mansell Recruitment), David Sheppard (Limpio Office Solutions), Jonathan Trott (Cova Security Gates Ltd), Lee Hill (Virgin Atlantic), Katie- Jayne Minter (Vega Technology (Europe) Ltd), Sonia Moir (Evans Cycles), Steve Pullen (Varian Medical Systems UK), Patrick Warner (Metrobus), Stuart Walsh (Elekta),

Non BID Members (Advisors/Partners/Guests/staff (non-voting attendance))

Steve Sawyer (MRBD Limited), Darren Harding (Richard Place Dobson) BID Accountant, Joanne Rogers (Prowse and Co), Julie Kapsalis (Coast to Capital LEP), Marie Ovenden (West Sussex County Council), Nick Burell (West Sussex County Council), Eddie Finch (Auditel)

Apologies:

Laura Sanders (Amey Plc), Sarah Goulder (Basepoint Business Centre), Bill Bowden (Bill Bowden Event Logistics), Chris Burnage (Blue Elephant), Angela Golder (Boeing UK), Zoe Wright (B & CE Benefit Schemes), John Johnston (Chemigraphic), Mark Elliot (Creative Technology Limited), John Hancock (Eezehaul), Wayne Harris (H B Projects), Gino Choucair (IT Genie Limited), Steve Cresswell (Kier Construction), Oliver Ellingham (Lok'n'Store), Paul Berry (London Cool), Karen Methven (Manor Royal Business Watch), Tony Deverson (Niton 999 Group Ltd), Bill Stanley (Office Profile), Christina Kerr (Sayers Publishing), Alun Evans (SOS Systems), Glenn Dadswell (Tates Citroen Crawley), Tim Dobson (VEGA Global), Lorraine Finnie (Vision Aid Overseas), Chris Primett (Welland Medical), , William Perks (Peter Perks Ltd), , Peter Smith (Crawley Borough Council (TH), Nicola Blake (Creative Funding Solutions Ltd), Emma Bairstow (Deloitte UK), Mike Harris (Harwoods Jaguar Land Rover), Jon Healy (Keysource), Charlie Sheppard (Limpio Office Solutions), Nick Hance (HSBC Bank Plc), John Bardsely (Intermedia Brand Marketing), Dan Sibley (NatWest Bank), Jenny Haynes (Porthaynes Construction), Yvonne Taylor (PPL Insights), Tony Jenner (Quantum Electrical Distribution), Martha Brunige (The Gatwick School), Tim Macarthy (The Gatwick School), David Gardiner (Travelopia (Hayes & Jarvis), Clem Smith (Crawley Borough Council).

1. Welcome
Trevor Williams (TW) welcomed everyone to the meeting and noted that this year for the first time, the AGM forms part of Manor Royal Matters Conference. TW invited guests to read the Annual Report and proceeded to deliver the Chairman's Presentation setting the Manor Royal BID in context and the BID structure.
2. Approval of minutes of last AGM
TW asked that the minutes of the last AGM, 4 October 2018, were approved as an accurate record. The minutes were approved by a show of hands, with no objections. Claire Staniford (CS) seconded this action.
3. Approval of Accounts
Darren Harding (DH) provided a review of the accounts (which had been circulated before the meeting and made publicly available on the website) for the year ending 31 March 2019. DH gave a summary of accounts, indicating that MRBD Ltd is in good financial shape as an organisation with a clean audit report. There were no questions raised. TW asked for the accounts to be approved. The accounts were approved by a show of hands, with no objections.
4. Appointment and fixing of the remuneration of the auditors
TW proposed that Richard Place Dobson be appointed as auditors for 2019 until 31 st March 2020 and the remuneration be fixed at the next meeting of the Board. This was approved by the majority by a show of hands, with no objections.
5. Election and Re-election of Directors to the Board
<p>a. Announcement of those Board Members who had retired: Steve Sawyer (SS) thanked Paul Roe (Kreston Reeves) and Zoe Wright (B&CE) both of whom have retired as a BID Directors. Steve Sawyer (SS) gave thanks to both Zoe and Paul for their contributions, with particular gratitude to Zoe for her significant support over the past 5 years.</p> <p>b. Announcement of those Board Members seeking re-election Trevor Williams (Thales UK) (TW), Keith Pordum (Bon Appetit) (KP) and Anthony Maynard (CGG) (AM) are all seeking re-election.</p> <p>c. Announcement of any BID Members seeking election to the Board Two Board vacancies now stand and the BID will be seeking to fill these positions before the next AGM. Steve Sawyer (SS) asked that if any BID members would be interested, to please make yourself known to the BID team.</p> <p>d. Announcement of any Voluntary / Independent members seeking election to the Board None</p> <p>e. Voting of those persons seeking election and re-election Jeremy Day (Doosan) (JD) proposed Trevor Williams (Thales UK) (TW) should be re-elected to The Board. The appointment was confirmed by a show of hands, with no objections. Paul Searle (PS) proposed that Keith Pordum (Bon Appetit) (KP) should be re-elected to The Board. The appointment was confirmed by a show of hands, with no objections. Michael Deacon-Jackson (FTD Johns) (MDJ), proposed Anthony Maynard (CGG) (AM) should be re-elected to The Board. The appointment was confirmed by a show of hands, with no objections.</p>
6. Executive Director's Presentation
Steve Sawyer (SS) gave a heartfelt thank you to all BID members for the cooperative effort that makes such a big difference to the BID. SS made a presentation, highlighting key achievements over the past year, some of the local and wider challenges likely to be faced over the next year. SS welcomed the newest BID team member Damien Hillwood to the post of Manor Royal Ranger.
7. Any other business and questions
TW opened the meeting to questions. No questions were presented.
Meeting Closed at

Important diary dates for your calendar:

- 04 December 2019 – 'An evening with Manor Royal BID' at L3Harris (Members, Levy businesses, Partners)
- 02 April 2020 – Manor Royal Careers EXPO – at the Arora International Hotel

- 12 May 2020 – Know Your Neighbour EXPO – at the Hawth Theatre

**All presentations, accounts and the Annual Report are publicly available online in the Resources section at www.manorroyal.org