

**Thursday, 29 September 2016 (5pm to 6pm)**

**Premier Inn (Manor Royal), Crawley Business Quarter, Fleming Way, RH10 9DF**

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### In attendance

#### BID Directors

Trevor Williams (TW) (Thales UK) (Chairman), Keith Pordum (KP) (Bon Appetit) (Deputy Chair), Cllr Peter Smith (CS) (Crawley Borough Council), Jeremy Taylor (JT) (Gatwick Diamond Business), Markus Wood (MW) (Avensys), Paul Searle (PS) (P&H Motorcycles), Zoe Wright (ZW) (BandCE)

#### BID Members

Anthony Maynard (CGG), Chris Burnage (Blue Elephant), Chris Primett (Welland Medical), Claire Staniford (CSt) (Kelvin Precision Products Ltd), Daryl Parsons (DP) (University of Brighton), Jeremy Day (JD) (Doosan Power Systems), John Bardsley (Intermedia Brand Marketing Ltd), John Hancock (Eezehaul), Kevin Pitts (KP) (Redcare Logistics), Mark Curtis (Split Image), Michael Low (ML) (Cruiseway Ltd), Natalie Smith (Premier Inn London Gatwick Airport), Rebecca Gattinesi (Basepoint), Rosie Hawkins (HSBC), Russell Horscroft (Harwoods Jaguar), Tim Mathews (Deloitte), William Perks (Peter Perks Ltd)

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

Clem Smith (CS) (Crawley Borough Council, Darren Harding (DH) (Richard Place Dobson) – BID Accountant, David Padwick (Sussex Police), Duncan Barratt (West Sussex County Council), Eddie Finch (EF) (Auditel), Greg Manton (Deloitte), Jane Derrick (Sussex Police, Jeff Alexander (Gatwick Diamond Initiative), Joanne Rogers (JR) (Prowse and Co), Karen Methven (Manor Royal Business Watch), Marie Ovenden (West Sussex County Council), Nick Smales (West Sussex County Council), Paul Palmer (Sussex Police), Sam Murray (SM) (MRBD Limited), Steve Sawyer (SS) (MRBD Limited)

#### Apologies:

Alun Evans (SOS Systems), Grame Hind (Amey plc), Angela Golder (Boeing), Bill Bowden (Bill Bowden Events), Bill Stanley (BS) (Office Products), Bradley Arthur (Tates Citroen Crawley), Brett North (Elekta), Charlie Sheppard (Limpio Office Solutions), Christine Kerr (Sayers Publishing), Colin Campbell (CC) (Lion Security), Daniel Sibley (NatWest), Giles York (Sussex Police), Gino Choucair (IT Genie Ltd), Glenn Dadswell (Tates Citroen Crawley), Jenny Haynes (Lion Security), John Johnston (Chemigraphics), John Peel (JP) (Coast to Capital LEP), Jon Maile (JM) (Grant Thornton), Mark Elliot (Creative Technology Ltd), Mel Mehmet (easit), Michael Deacon Jackson (FTDJohns), Michel Agbodjinou (Vision Aid Overseas), Oliver Ellington (OE) (Lok'n'Store), Patrick Warner (PW) (Metrobus), Paul Berry (London Cool), Rachel Thomas (B&CE), Sally Bourn (Tui Travel), Sarah Godfrey (Virgin Atlantic), Stephen Mansell (Mansell Recruitment), Steve Cresswell (Kier Construction), Steve Pullen (Varian Medical Systems UK), Tim Dobson (Vega Global), Hal Halil (Vega Global), Tony Bunn (DNA Express Couriers), Tony Deverson (Niton999 Group Ltd), Tony Dorey (Vistavis), Tony Perfect (JustMotorCare), Trevor Andrews (9Sivantos Ltd), Yvonne Taylor (Product Perceptions)

## **1. Welcome**

Trevor Williams (TW) welcomed everyone to the meeting and provided a highlights review of the third year including achievements and National recognition from British BIDs for the People's Park project.

## **2. Approval of minutes of last AGM**

TW asked that the minutes of the last AGM, 30 September 2015 were approved as an accurate record, which was proposed by Jeremy Taylor (JT) and seconded by Zoe Wright (ZW).

## **3. Consideration of the Final Accounts, Balance Sheets and Reports of the Board and Accountants**

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 2016. DH gave a summary of accounts, indicating that MRBD Ltd is in good shape as an organisation. A full statutory audit had been undertaken and has demonstrated a clean audit report. There are no causes for concern with a healthy balance that included allowances for a recommended reserve and sums retained for planned projects. There were no questions.

TW asked for the accounts to be approved. The accounts were approved by a show of hands.

## **4. Appointment and fixing of the remuneration of the auditors**

TW proposed that Richard Place Dobson be appointed as auditors for 2016/7 and the remuneration be fixed at the next meeting of the Board. This was approved by a show of hands.

## **5. Election and Re-election of Directors to the Board**

SS took the chair, to indicate the election and re-election of Directors. SS thanked John Peel (JP) in his absence, who is stepping down as Advisor to the Board and asked that members join him in thanking JP for his hard work and dedication to the BID. SS thanked all Directors and Management group members for their time and dedication in steering the BID to achieve its objectives.

### **a) Announcement of those Board Members who have retired**

SS announced that in accordance with the articles of the company Trevor Williams (Thales UK) and Keith Pordum (Bon Appetit) had stepped down as Directors.

### **b) Announcement of those Board Members seeking re-election**

SS announced that Trevor Williams (Thales UK) and Keith Pordum (Bon Appetit) were seeking re-election.

### **c) Announcement of any BID Members seeking election to the Board**

SS announced that Anthony Maynard (CGG) was seeking election.

### **d) Announcement of any Voluntary / Independent members seeking election to the Board**

None

### **e) Voting of those persons seeking election and re-election**

Chris Primett (CP) proposed Trevor Williams (TW) should be reappointed to The Board, seconded by Paul Searle (PS). The appointment was confirmed by a show of hands. Cllr Peter Smith (CllrPS) proposed Keith Pordum (KP) be reappointed to The Board, seconded by Markus Wood (MW). The appointment was confirmed by a show of hands. Zoe Wright (ZW) proposed Anthony Maynard (AM), seconded by William Perks (WP). The appointment was confirmed by a show of hands. There were no members against appointments, concluding the re-election of Board Members.

### **f) SS welcomed re-elected Board members.**

## **6. Any other business and questions**

TW introduced Jane Derrick (JD), David Padwick (PD) and Paul Palmer (PP) of Sussex Police, invited guests, to showcase the announcement of the introduction of CCTV and ANPR across Manor Royal Business District, marking the AGM as the 'Go-Live' date for 21 security cameras throughout the BID area. DP indicated that the ANPR in place will reduce crime, highlighting that organised crime is the biggest threat in Crawley, and that Car Cruising is the biggest nuisance for businesses in Zone 1 area of the BID, where there is direct experience of antisocial behaviour. Praising the partnership between Manor Royal BID and Sussex Police, there was strength of feeling regarding the determination to tackle crime together in order to better Manor Royal businesses. There was emphasis that Manor

Royal is safe – but that the partnership, together with CCTV and ANPR will make it safer.

PP explained that the cameras are the latest technology and will be monitored 24/7 making the BID area a harder target for criminal activity and would complement Manor Royal Business Watch. The data collected can be used by intelligence teams enabling police to target known offenders. Vehicles are monitored in real time and police resources can be intelligently deployed to intervene if needed.

The MoU (data sharing agreement between Manor Royal BID and Sussex Police) was signed during the AGM by Trevor Williams (TW) on behalf of the Manor Royal BID and Jane Derrick (JD) on behalf of Sussex Police.

There were no further issues or questions raised in AOB.

**Meeting Closed at approximately 5.50pm**

**Date of the Next AGM: Thursday 28 September 2017, Premier Inn at 5pm**