

Mansfield Business Improvement District Board Meeting

Held on Tuesday 24 April 2018 at the Bid Office, Regent St

From 5pm – 6pm

AGM Minutes

		Acronyms
Paul Anderton	Leisure Provider / And Why Not	PA
Vijay Chadda	Independent Retailer / Collecitons	VC
Barry Hibbert	Shopping Centre Manager, the Rosemary Centre	BH
Rebekah O'Neil	Shopping Centre Manager, Four Seasons	RO
Paul Williams	Landlord, Property Owner / Brunt's Charity	PW
Cllr Saunders	MDC	GG
Elicia Parkin	Large Retailer / Bomarche	NR
George Geoff	NCC – Economic Development Officer	
Nikki Rolls	BID	
Apologies		APOLOGIES
		JS
		NC
John Sankey	Financial & Professional Services, Chair / Sankey's Estates	CK
Nevil Croston	Financial & Professional Services	JP
Craig Kerry	Independent Retail / Computer Centre	MH
John Previll	Leisure Provider / Weatherspoon's	MR
Mandy Hague	National Large Retailer/ Dorothy Perkins	Cllr DS
Mike Robinson	MDC	Cllr AS
Cllr Sissons	NCC	JC
John Carter	Landlord, Property Owner/ Queen Elizabeth Trust	KM
Karon Maxwell	Independent Retailer / Henshaws	Mayor KA
Mayor Kate Allsop	MDC	

	<u>Actions</u>
<p>TO BE READ INCONJUNCTION WITH PRE BOARD REPORT</p> <p>1. <u>Introductions/Apologies/Previous Minutes</u></p> <ul style="list-style-type: none"> BH led introductions and welcomes and apologies Previous minutes were agreed as a true record by BH and second by RO <p>2. <u>Board Structure / AGM Results</u></p> <p>NR reviewed and updated the board on the outcome of the AGM. The elected member outcome are as follows:</p> <ul style="list-style-type: none"> Large Retailer (2 positions available) <ul style="list-style-type: none"> Mandy Hague (58 votes) Elicia Parkin (58 votes) Shopping Centre Management (2 positions available) <ul style="list-style-type: none"> Rebekah O’Neil (58 votes) Barry Hibbert (58 votes) Financial and Professional (2 position available) <ul style="list-style-type: none"> John Sankey (57 votes) Nevil Croston (58 votes) George Paterson (2 votes) - <i>unsuccessful</i> Independent retailer (3 positions available) <ul style="list-style-type: none"> Karon Maxwell (56 votes) Craig Kerry (58 votes) Vijay Chadda (25 Votes) Leisure Provider (2 positions available) <ul style="list-style-type: none"> Paul Anderton (58 votes) John Previll (58 votes) Landlord / Property Owner / Manager (2 positions available) <ul style="list-style-type: none"> John Carter (24 votes) Paul Williams (58 Votes) Independent Café / Restaurant (1 position available) <ul style="list-style-type: none"> Stephen Gregory (58 votes) <p>The voting was delivered by and independent impartial adjudicator The Mansfield Building Society and announced at the AGM.</p>	
<p>3. <u>Roles & Responsibilities</u></p> <p>NR presented to the board a breakdown of the BID team and their roles, aims and objectives of the BID, and update on the business plan, board member structure and the roles and responsibilities associated with each member, sub</p>	<ul style="list-style-type: none"> NR to include presentation.

committees overview and details for the members to commit and deliver and finally the strategic direction and accountability.

4. Finance Update

An update was given to the members of the current financial situation of the BID. Due to unforeseen refunds as a result of Business Rates appeals this resulted in a deficit owed to the local authority of £19,000 resulting in a loss of income for this financial year as an anticipated further loss for this financial year as some appeals are still ongoing.

As a result of this and carried over overspend the Finance Board has agreed some savings as a result of project delivery review for this financial year.

However it was agreed to discuss the future delivery of Purple Flag and the ongoing costs for this.

Due to concerns raised about the delivery of Christmas, and Purple Flag and the high volume of apologies submitted it was agreed to arrange an emergency meeting to discuss Christmas and Purple Flag and the budget allocation for this financial year.

NR was advised to use Doodle to gain a shared availability of all the board members and confirm a date with the most availability of members.

There being no other business the meeting was closed at 19.00

Vice Chairman Signature.....



BID CEO Signature.....

Dates of forthcoming meetings:

Date	Time	Meeting Type	Venue
Tuesday 12 June 2018	5 – 6pm	Board	BID Office Conference Room 1 st Floor 8 Regent Street Mansfield NG18 1SS
Tuesday 11 September 2018	5 – 6pm	Board	
Tuesday 6 November 2018	5 – 6pm	Board	
Tuesday 11 December 2018	5 – 6pm	Board	
Tuesday 5 February 2019	5 – 6pm	Board	
AGM – Monday 25 March 2019	6 – 7pm	AGM	

- NR to arrange a emergency meeting to discuss further.