



**COMPANY NUMBER: 10783566**  
**NORTHALLERTON BID COMPANY LIMITED**

Minutes of a meeting of the board of directors (the **Meeting**) of Northallerton BID Company Limited (the **Company**)

Held at Betty's Café and Tearooms, High St, Northallerton.

Held on Tuesday 17<sup>th</sup> July 2018 at 09.30am

<b>DIRECTORS PRESENT:</b>	Lindsay Judd ( <b>LJ</b> ) ( <b>Chairman</b> ) Julie Hutson ( <b>JH</b> ) Tina Watson ( <b>TW</b> ) Nicky Burton ( <b>NB</b> ) Marcus Grover ( <b>MG</b> ) David Lucas ( <b>DLu</b> )
<b>IN ATTENDANCE:</b>	Mark Haynes, Business and Economy Officer, Hambleton District Council (HDC) ( <b>MH</b> ) Dawn Ledger, Barkers, representing Charles Barker ( <b>DL</b> ) Julia Chance, Northallerton BID Manager ( <b>JC</b> )
<b>APOLOGIES:</b>	Scarlet Crow, Director

## **1 Chairman, notice and quorum**

LJ was appointed Chairman of the Meeting. The Chairman reported that due notice of the Meeting had been given in accordance with the Company's articles of association (the **Articles**) and that a quorum was present. Accordingly, the Chairman declared the Meeting open.

## **2 Business of the Meeting**

2.1 The Chairman reported that the purpose of the Meeting was to oversee the projects currently in delivery and company operations until September 2018, including:

- 2.1.1 Review of AGM;
- 2.1.2 BID Finance, including tender for provision of ongoing accounting services to the Company;
- 2.1.3 Concerns raised by My Asia BID levy payer;
- 2.1.4 Parking;
- 2.1.5 Shop wrappers – empty store project;
- 2.1.6 Ginnels improvement project.

## **3 Declaration of interests**

3.1 LJ, TW, NB, MG and DL confirmed that they had no interest in the transactions and other arrangements to be considered at the Meeting that they were required to declare by section 177 Companies Act 2006 (**CA 2006**) or the Articles.

JH declared the nature and extent of her interests in the transactions and other arrangements to be considered at the Meeting in so far as required by section 177 CA 2006 and the Articles

NAME OF DIRECTOR	NATURE AND EXTENT OF INTEREST
Julie Hutson	Interest in the provision of financial services for the BID, as director of Colin Hutson Accounting Limited, a potential provider of those services.

3.2 The Chairman noted that the Articles provide that a director is not entitled to vote or be counted in the quorum on a matter in which they are interested and, taking this into account, there was nevertheless a quorum present for each matter to be considered at the Meeting.

#### 4 Minutes of the meeting held on 22<sup>nd</sup> May 2018

4.1 IT WAS RESOLVED that the minutes of the board meeting held on 22/05/18, a draft of which had been produced to the meeting, be approved with the following amendments:

4.1.1 DLU listed as present when was absent and had given his apologies

and that the Chairman be and is hereby authorised to sign them as amended.

#### 5 Resolutions and Actions

After due discussion and having carefully considered the documents produced to the Meeting and their obligations pursuant to section 172 of the CA 2006:

5.1 IT WAS RESOLVED that the following actions should be completed in advance of the September board meeting:

Item	Action
Shop Wrappers – Empty Store Project	Action on JC to work up a proposal and share via email. Should include the removal of estate agency boards/cleaning of windows and any rebate should be capped at £500 per business with a maximum of 4 receiving support at any one time.  Action on JC to approach Hambleton Community Action (HCA) to see if there is an appetite for joining forces in the BID to approach landlords with empty properties to see how we can help them use these spaces more effectively. Charities like HCA get up to 100% relief of business rates.
Festoon Lighting Garthway	Action on JC to find another 2 businesses on top of the 4 already contributing members to complete the project
BID company AGM	Action on JC to release survey on her performance at AGM and during Annual reporting cycle.
Marketing	Action on JC to set up You Tube channel for BID and investigate live streaming future business events.

Finance	Action on JC to propose scope to board of a tender for external accountancy services for the BID.
Levy Collection	Action on JC to send list of businesses in recovery process in a password protected excel file to all directors STRICTLY CONFIDENTIAL AND NOT TO BE SHARED WITH ANYONE NOT AT DIRECTOR LEVEL.
My Asia concerns	Action on JC to respond formally to My Asia.
Dog Week	All directors were reminded to support Dog Week which starts on July 21st

5.2 IT WAS FURTHER RESOLVED:

Item	RESOLVED
Shop Wrappers – Empty Store Project	To allocate £2k for this activity subject to sign off of bullet points via email to be circulated by JC in accordance with the action above.
HDC Project to improve accessibility for pedestrians to Treadmills site.	To support the project as a stakeholder with the possibility of some small contribution to funding subject to development of plans.
Festoon Lighting Garthway	To accept 6 out of 10 eligible businesses for sign up to make the project happen.
BID company AGM	To hold the 2019 BID AGM in May.
My Asia concerns	Given My Asia were already being professionally advised on their situation, the board could not get involved.

6 Close

There being no further business the Chairman declared the Meeting closed.

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Chairman

Date: .....