

**Crowne Plaza Hotel, Langley Drive, Crawley, RH11 7SX**

### In attendance

#### **BID Directors**

Markus Wood (Avensys), Martha Burnige (The Gatwick School), Patrick Heath-Lay (The People's Partnership) Vice Chair, Cllr Atif Nawaz (Crawley Borough Council), Tim Rose represented by Dee Mathieson (Elekta),

#### **BID Members**

Martha Burnige (The Gatwick School), Claire McGrath (Kelvin Precision Products Ltd), Jon Trott (Cova Security), Patrick Heath-Lay (The People's Partnership), Markus Wood (Avensys), Michael Deacon-Jackson (FTD Johns), Dee Mathieson (Elekta), Lewis Jackson (Metrobus), Duncan Stanton (Lamonde Automation Limited), Cllr Atif Nawaz (Crawley Borough Council), Tracey Marshall (AAR International Inc), Melanie Martinez (Fastsigns), Sally Brown (Gatwick Diamond Business), Patrick Constance (IT Document Solutions), Luke Murphy (L3 Harris), Hannah Sills (SOS Systems), Jenny Yaglikli (Tokyo Electron), Jonathan Green (Virgin)

#### **Apologies**

Trevor Williams (Thales UK), Ann Horne (Harwoods), Gary Tomlinson (SOS Systems), Paul Searle (P&H Motorcycles)

<b>1. Welcome</b>
Patrick Heath-Lay welcomed everyone to the meeting and noted that the AGM forms part of the Annual Review. Patrick Heat-Lay invited guests to read the Annual Report and proceeded to deliver the Chairman's Presentation
<b>2. Approval of minutes of last AGM</b>
Steve Sawyer asked that the minutes of the last AGM, 08 November 2023 were approved as an accurate record. The minutes were approved by a show of hands.
<b>3. Approval of Accounts</b>
Steve Sawyer provided a review of the accounts for the year ending 31 March 2023. A copy of the reports were on all of the chairs and are published on the MRBD website. Steve 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. The accounts were approved by a show of hands.
<b>4. Appointment and fixing of the remuneration of the auditors</b>
Steve Sawyer proposed that the decision to appoint the auditors and agree the remuneration be delegated and fixed at the next meeting of the Board. This was approved by a show of hands.
<b>5. Proposal to amend Company Articles</b>
Steve Sawyer proposed that the Company Articles be amended to increase the size of the Board from 11 to 13. This was approved by a show of hands.
<b>6. Election and Re-election of Directors to the Board</b>
<b>a. Announcement of those retiring and not seeking re-election to the Board</b> Paul Searle of P&H Motorcycles is retiring and not seeking re-election to the Board
<b>b. Announcement of those Board Members seeking re-election to the Board</b> Patrick Heath-Lay, The People's Partnership and Martha Burnige, The Gatwick School, are both seeking re-election to the Board.
<b>c. Announcement of any BID Members seeking election to the Board</b> Will Lovegrove, Treetop Design & Print, Jon Trigg, Freedom Works, Melanie Martinez, Fastsigns and Sally Brown, Gatwick Diamond Business are all seeking election to the Board
<b>d. Announcement of any Voluntary / Independent members seeking election to the Board</b>

None

e. **Voting of those persons seeking election and re-election**

Steve Sawyer (MRBD) proposed on behalf of the Board Patrick Heath-Lay, The People's Partnership be re-elected to the Board. The appointment was confirmed by a show of hands.

Steve Sawyer (MRBD) proposed on behalf of the Board Martha Burnige, The Gatwick School be re-elected to the Board. The appointment was confirmed by a show of hands.

Steve Sawyer (MRBD) proposed on behalf of the Board that Will Lovegrove, Treetop Design & Print be elected to the Board. The appointment was confirmed by a show of hands.

Steve Sawyer (MRBD) proposed on behalf of the Board that Jon Trigg, Freedom Works be elected to the Board. The appointment was confirmed by a show of hands.

Steve Sawyer (MRBD) proposed on behalf of the Board that Sally Brown, Gatwick Diamond Business be elected to the Board. The appointment was confirmed by a show of hands.

Steve Sawyer (MRBD) proposed on behalf of the Board that Melanie Martinez, Fastsigns be elected to the Board. The appointment was confirmed by a show of hands.

**7. Executive Director's Presentation**

Steve Sawyer gave a presentation detailing the achievements of the BID over the past 12 months and what is planned for the next 12 months.

**8. Any other business and questions**

No questions were presented.

**Meeting Closed at 10:30**

\*\*All presentations, accounts and the Annual Report are publicly available online at [Manor Royal BID AGM and Accounts](#)