

## ANNUAL GENERAL MEETING ATTENDANCE

Wednesday 10 November 2021 (part of Annual Review and Showcase)

Crawley Town Football Club (Mayo Wynne Baxter Suite), The People's Pension Stadium, Winfield Way, Crawley, West Sussex, RH11 9RX

### In attendance

#### **BID Directors**

Trevor Williams (Thales UK) (Chairman), Keith Pordum (Bon Appetit) Markus Wood (Avensys), Anthony Maynard (CGG), Michael Deacon-Jackson (FTD Johns), Yvonne Taylor (PPL Insights), Tim Rose (Elekta), Paul Searle (P & H Motorcycles Ltd), Cllr Peter Smith (Crawley Borough Council).

#### **BID Members**

Nicola Blake (Creative Funding Solutions), Martha Burnige (Gatwick School), Ann Horne (Harwoods Jaguar Land Rover - Crawley), Bradley Ashcroff (Kier), Heather Donald (Fry Heath Spence LLP), Mark Curtis (Split Image).

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

Steve Sawyer (MRBD Limited), Darren Harding (Richard Place Dobson) BID Accountant, Robert Lanzer (West Sussex County Council), Chris Oxlade (MRBD), Clare Silva (MRDB).

<b>1. Welcome</b>
Trevor Williams (TW) welcomed everyone to the meeting and noted that the AGM forms part of the Annual Review and showcase and is the first face to face event since the pandemic. TW invited guests to read the Annual Report and proceeded to deliver the Chairman's Presentation
<b>2. Approval of minutes of last AGM</b>
TW asked that the minutes of the last AGM, 19 November 2020 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 2021. These had been circulated before the meeting and made publicly available on the 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. Trevor Williams asked for the accounts to be approved with a show of hands.
<b>4. Appointment and fixing of the remuneration of the auditors</b>
Trevor Williams proposed that Richard Place Dobson be appointed as auditors for 2021 until 31 <sup>st</sup> March 2022 and the remuneration be fixed at the next meeting of the Board. This was approved by a show of hands.
<b>5. 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> Keith Pordum, BonCulina
<b>b. Announcement of those Board Members seeking re-election to the Board</b> Paul Searle, P&H Motorcycles and Markus Wood, Avensys both seeking re-election.
<b>c. Announcement of any BID Members seeking election to the Board</b> Martha Burnige, Gatwick School and Patrick Heath-Lay, B&CE are both seeking election to the Board.
<b>d. Announcement of any Voluntary / Independent members seeking election to the Board</b> None
<b>e. Voting of those persons seeking election and re-election</b> Trevor Williams (Thales UK) propose Paul Searle, P&H Motorcycles be re-elected to The Board. The appointment

was confirmed by a show of hands.

Trevor Williams (Thales UK) propose Markus Wood, Avensys be re-elected to The Board. The appointment was confirmed by a show of hands.

Trevor Williams (Thales UK) proposed that Martha Burnige, Gatwick School be elected to the Board. The appointment was confirmed by a show of hands.

Trevor Williams (Thales UK) proposed that Patrick Heath-Lay, B&CE be elected to the Board. The appointment was confirmed by a show of hands.

#### **6. Executive Director's Presentation**

Steve Sawyer gave a heartfelt thank you to Keith personally and on behalf of the BID team, Management Group and Board for his support and dedication to Manor Royal BID over the years.

Trevor Williams went on to add that Keith "has been not only a colleague but a friend to us all. Thank you. A small token of our appreciation" presenting Keith with a retirement gift.

Keith said a few words of thanks "it has been a privilege to serve on the Manor Royal Board. I have seen major transformations in the area and the physical appearance has dramatically changed, for the better. I wish the bid every success, and will continue to stay in contact"

Steve went on to thank all BID members for the cooperative effort that makes such a big difference to the BID, especially during the covid-19 pandemic when we are all chartering unknow and challenging territories.

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

TW opened the meeting to questions. No questions were presented.

**Meeting Closed at 10:16**

#### **Important diary dates for your calendar:**

**Wednesday 18 May 2022 - Know Your Neighbour 2022** is taking place at the Hawth. Please [Book to Exhibit](#) your business at the event or [Book to Attend](#) the event and meet fellow Manor Royal businesses.

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