

ANNUAL GENERAL MEETING ATTENDANCE

Thursday 19th November 2020 (part of Annual Review and Showcase)

Virtual conference delivered via Zoom

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), Cllr Peter Smith (Crawley Borough Council).

BID Members

Jeremy Day (Doosan Power Systems), Katie- Jayne Minter (Vega Technology (Europe) Ltd), Steve Pullen (Varian Medical Systems UK), Lewis Jackson (Metrobus), Samuel Evans (Transvalair), Mark Elliott (Creative Technology), Claire Wingate (Office Space), Mark Busby (Hendy Ford), Jason Ripley (H Ripley & Co).

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), Paul Marshall (West Sussex County Council), Chris Oxlade (MRBD), Clare Silva (MRDB).

1. Welcome

Trevor Williams (TW) welcomed everyone to the meeting and noted that this year for the first time, the AGM is being delivered 'virtually' via Zoom, in line with government recommendations during the covid-19 pandemic. TW invited guests to read the Annual Report and proceeded to deliver the Chairman's Presentation.

SS made a short presentation to remind Members of the structure of the Manor Royal BID, its purpose and how the meeting would proceed using Zoom including making use of the polling function for voting.

2. Approval of minutes of last AGM

TW asked that the minutes of the last AGM, 14 November 2019 were approved as an accurate record. The minutes were approved by a live Zoom poll (94% yes, 6% abstain).

3. Approval of Accounts

Darren Harding (DH) provided a review of the accounts for the year ending 31 March 2020. These had been circulated before the meeting and made publicly available on the website. DH 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. TW asked for the accounts to be approved. The accounts were approved by a live Zoom poll (94% yes, 6% abstain).

4. Appointment and fixing of the remuneration of the auditors

TW proposed that Richard Place Dobson be appointed as auditors for 2020 until 31st March 2021 and the remuneration be fixed at the next meeting of the Board. This was approved by a live Zoom poll (88% yes, 12% abstain).

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

TW reminded members of the process for appointing Board members. He thanked all those who had declared an interest in joining the BID Board and that this year was the first when there were more nominations than vacancies. As such a ballot had taken place electronically prior to the meeting and those people being presented for formal election had achieved the most votes. Those candidates who had put themselves forward but being presented for election at the AGM had been offered a place on the BID Management Group.

a. **Announcement of those Board Members seeking re-election**

Michael Deacon-Jackson (FTD Johns), seeking re-election.

b. **Announcement of any BID Members seeking election to the Board**

Yvonne Taylor (PPL Insights) and Tim Rose (Elekta) are both seeking election to the Board.

c. **Announcement of any Voluntary / Independent members seeking election to the Board**

None

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

Trevor Williams (Thales UK) proposed Michael Deacon-Jackson (FTD Johns), be re-elected to The Board. The appointment was confirmed by a live Zoom poll (94% yes, 6% abstain (not eligible to vote) with no objections.

Trevor Williams (Thales UK) proposed that Yvonne Taylor (PPL Insights) be elected onto the Board. The appointment was confirmed by a live Zoom poll (94% yes, 6%) with no objections.

Trevor Williams (Thales UK) proposed that Tim Rose (Elekta) be elected onto the Board. The appointment was confirmed by a live Zoom poll (94% yes, 6% abstain) with no objections.

6. Executive Director's Presentation

Steve Sawyer (SS) gave a heartfelt thank you to 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 unknown and challenging territories.

7. Any other business and questions

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

Meeting Closed at 10:26

Important diary dates for your calendar:

- Wednesday 12 May 2021 – Know Your Neighbour EXPO – at the Hawth Theatre

**All presentations, accounts and the Annual Report are publicly available online in the Resources section at www.manorroyal.org