

MRBD LIMITED

ANNUAL GENERAL MEETING ATTENDANCE



Wednesday, 30 September 2015 (5pm to 6pm)

Premier Inn (Manor Royal), Crawley Business Quarter, Fleming Way, RH10 9DF

In attendance

BID Directors

Trevor Williams (TW) (Thales UK) (Chair)
Michael Deacon-Jackson (MDJ) (FTD Johns)
Jeremy Taylor (JT) (Gatwick Diamond Business),
Cllr Peter Smith (CS) (Crawley Borough Council)
Paul Searle (PS) (P&H Motorcycles)
Zoe Wright (ZW) (BandCE)
Keith Pordum (KP) (Bon Appetit)
Markus Wood (MW) (Avensys)

BID Members

Oliver Ellington (OE) (Lok'n'Store)
Jeremy Day (JD) (Doosan Power Systems)
Alastair Thompson (NH) (HSBC)
Daniel Sibley (NatWest)
Gill English (YT) (Product Perceptions), representing Yvonne Taylor
Steve Pullen (SP) (Varian Medical Systems)
Jon Maile (JM) (Grant Thornton)
Alex Pickering (AP) and Ray Monk (RM) (Just Motor Care)
Claire Staniford (CSt) (Kelvin Precision Products Ltd)
Colin Campbell (CC) (Lion Security)
Kevin Pitts (KP) (Redcare Logistics)
Daryl Parsons (DP) (University of Brighton)
Patrick Warner (PW) (Metrobus)
Michael Low (ML) (Cruiseway Ltd)

Non BID Members / Guests (non-voting)

Darren Harding (DH) Richard Place Dobson) – BID Accountant
Steve Sawyer (SS) (MRBD Limited)
Joanne Rogers (JR) (Prowse and Co),
Sam Murray (SM) (MRBD Limited)
Eddie Finch (EF) (Auditel)
John Peel (JP) (Coast to Capital LEP)
Cllr David Barling (DBa) (West Sussex County Council)
Stacey King (SK) (BT Open Reach)
Clem Smith (CS) Crawley Borough Council

Apologies:

Brett North (Elekta), Marie Ovenden (West Sussex County Council), Anthony Maynard (CGG), Mel Mehmet (easit)
Jane Jones (Eezehaul), Sarah Godfrey (Virgin Atlantic), Mark Curtis (MC) (Split Image), David Baynham (DB) (Vega Global), Bill Stanley (BS) (Office Products), Chris Primett (CP) (Welland Medical).

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| 1. Welcome |
| Trevor Williams (TW) welcomed everyone to the meeting and provided a highlights review of the second year. |
| 2. Approval of minutes of last AGM |
| TW asked that the minutes of the last AGM, 25 September 2014 were approved as an accurate record, which was proposed by Keith Pordum (KP) and seconded by Jeremy Taylor (JT). |
| 3. Consideration of the Final Accounts, Balance Sheets and Reports of the Board and Accountants |
| Darren Harding (DH) provided a review of the accounts (which had been circulated before the meeting and made publicly available on the website) for the year ending 31 March 2015. DH gave a summary of accounts, indicating that MRBD Ltd is in good shape as an organisation. A full audit had been undertaken which has determined controls and recommendations for the BID, and has demonstrated a clean audit report. There are no causes for concern with a healthy balance of £134,000 that included an allowance for a recommended reserve and sums retained for planned projects. There were no questions. TW asked for the accounts to be approved. The accounts were approved by a show of hands. |
| 4. Appointment and fixing of the remuneration of the auditors |
| TW proposed that Richard Place Dobson be appointed as auditors for 2015/6 and the remuneration be fixed at the next meeting of the Board. This was approved by a show of hands. |
| 5. Election and Re-election of Directors to the Board |
| <p>a) Announcement of those Board Members who have retired TW announced that in accordance with the articles of the company Paul Searle (P&H Motorcycles) and Jeremy Taylor (Gatwick Diamond Business) had stepped down as Directors.</p> <p>b) Announcement of those Board Members seeking re-election TW announced that Paul Searle (PS) (P&H Motorcycles) and Jeremy Taylor (JT) (Gatwick Diamond Business) was seeking re-election.</p> <p>c) Announcement of any BID Members seeking election to the Board None</p> <p>d) Announcement of any Voluntary / Independent members seeking election to the Board None</p> <p>e) Voting of those persons seeking election and re-election TW proposed that PS should be reappointed to The Board and the appointment was confirmed by a show of hands. TW proposed that JT should be reappointed to The Board and the appointment was confirmed by a show of hands. TW welcomed re-elected Board members and gave his thanks to fellow Board members and the Management Group.</p> |
| 6. Any other business and questions |
| <p>Steve Pullen (SP) asked what the future plans were for the BID. Steve Sawyer (SS) highlighted two main Capital Projects Gateway 3 and Wayfinding due to be completed by March 2016, focussed on improving the infrastructure and raising the profile and reputation of Manor Royal. A pilot Training Programme delivering courses at locations throughout Manor Royal is in place over the coming months at heavily reduced rates to Levy payers, with a view to roll out further training dates, building on the success and feedback of the pilot scheme. Subject to approval by the Board, The BID is looking at the delivery of low level improvement projects such as maintenance and upkeep of the area, commencing with an audit of green infrastructure and grey infrastructure. There are areas of work planned surrounding closer site management in terms of Travel and Transport, General Infrastructure and ANPR cameras and Security. SS and TW have visited other BIDs to view as benchmarks for the development of Manor Royal BID.</p> <p>Jeremy Day (JD) asked about the level of occupancy in the Manor Royal Business District, where large areas of the business district were unoccupied prior to the BID, but now sees some exciting developments, raising the question of whether this reflects on the success of the BID. Michael-Deacon Jackson (MDJ) indicated that there is 3.5%</p> |

availability in the warehouse market. Rents are increasing and there is no availability of land at all. The most recent land sale is £1.65m. Landlords are also being more discerning. With regard to office space, there is the lowest level of availability in the market than there has been for 30 years. If the BID is a reflection of the area, this is as good as it has ever been. Equally, low levels of available space is now forcing some businesses to look outside Manor Royal which is a new challenge for the area.

Meeting Closed at approximately 5.45pm