

**BOARD MEETING**15<sup>th</sup> March 2023 – Crawley Library**MEETING NOTES**

	<b>Action</b>
<p><b>1. Welcome, introductions, Apologies and Declarations of Interest</b>  <b>Attendees:</b> Luke Longley (LL), Nicki Cheek(NCh), Paul Rolfe (PRo), Wendy Bell (WB), Simon Cuckow (SC), Neil Cooper (NCo), Sam Murray (SM), Rachael Hughes (RH), Abi Bowden (AB), Greg Lazarev (GL), Peter Rainier (PR), Duncan Crow (DC), Lynne Hainge (LH) virtual)  <b>Guests:</b> Emma Bulleyment (EB) Virtual  <b>Apologies:</b> Matt Tyson (MT), Suzanne Holloway (SH)</p> <p>The following standard <b>Declarations of Interest</b> were noted:</p> <ul style="list-style-type: none"> <li>• Matt Tyson - Executive Member of Gatwick Diamond Business; Richard Place Dobson(MT's employer) are auditors for the Manor Royal BID and auditors for Crawley Town Centre BID.</li> <li>• AB – Bankers for Crawley Town Centre BID</li> </ul>	
<p><b>2. Minutes of Last Meeting and Actions</b>            PRo accuracy check from previous meetings minutes – All agreed, minutes approved.            WB provided update on 'Tasty Thursdays', working with professional services for feedback on what they would like to see.            Enlivenment tender was circulated with board minutes.            International Women's Day event was successful, approx. 90 attendees.            SM confirmed map is about to be signed off            LH advised that the digital sign in QS is not currently working but due to be fixed. Once repaired, CBC are happy to have the map on a rolling basis. SM to send over digital map to LH when ready.            WB confirmed that gaps in the board are being addressed and she has spoken to some potential business owners.</p>	<p><b>SM</b></p> <p><b>WB</b></p>
<p><b>3. Items for information</b>            WB provided overview of operations report            (15.20 DC arrived)</p>	
<p><b>4. Finance Note 2023 &amp; Budget 2023/24</b>            WB provided finance note summary update for all areas of the business plan.            (15.30 AB arrived)            Board agrees finance note.            (16.40 DC left)</p>	<b>MT/WB</b>

<p><b>5. Items for Decisions</b> British BIDs Accreditation – In business plan. WB asked board approval to complete. £5-£7k cost. Vote carried in favour of completing the accreditation 5 in agreement 1 against. Agreed that British BIDs will carry out health check with a view to accreditation. WB to organise with British BIDs.</p>	<p><b>WB</b></p>
<p>Meeting ended 17.02</p>	

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