

MINUTES OF THE ILKLEY BID LTD AGM HELD ON 21 SEPTEMBER 2022

MEETING HELD AT THE CLARKE FOLEY CENTRE
REFRESHMENTS WERE PROVIDED

THE MEETING STARTED AT 5.38PM

THE FOLLOWING ATTENDED OR GAVE THEIR APOLOGIES

Name	Company
Cassie Bowley	Fresh
David Shaw MBE	David Shaw Financial
Debra Hawkshaw	Bathe of Wharfedale
Helen Rhodes	Ilkley BID
Ian White	Ilkley BID
Jamie Gutch	Ilkley Grammar School
Jay Cundell Walker	Ilkley Playhouse
Jenny Howarth	YFE
Julia Forrester	Tax Assist
Lisa Drake	Ilkley BID
Mark Smith	Post Office
Paul Craggs	Ilkley Shoe Company
Paul Hepworth	Ilkley Grammar School
Patrick Robertson	(Guest Speaker) West Yorkshire Combined Authority
Peter Mate	Ilkley Town Council
Sally Shelton	Clip 'n Climb
Samantha Hill	Ilkley Playhouse
Sara Brown	The Bath House
Sarah Barr-Young	Stowe Family Law
Sarah Thomas	Ilkley Manor House
Simon Hawkshaw	Bathe of Wharfedale
Steve Butler	Retired Solicitor
Steve Peel	Climate Action Ilkley
Sue Staton	Ilkley BID
Suzanne Watson	Approach PR
Sylvia Miler	Jigsaw
Tim Tennant	The Art Shop

Apologies were received from:

Felicity Swale	YBS
Adam Stott	Alpkit
Jos Mountcastle	Ilkley BID
Alex Ross-Shaw	Bradford Council
Joanne Sugden	Ilkley Town Council
Sarita Prasha	Tesco

An AGM Pack containing the Agenda, the 2022 Annual Report, the 2022 - 2023 BID Action Plan, the Accounts for the y/e 31 May 2022, an Ilkley Gift Card for loading with funds and other papers showing work done by the BID.

1. Welcome and introductions.

After introducing himself, Ian White, the current Chairman of the BID, thanked the former Chairman, Stuart Hyde, for everything he had done while he was the Chairman. He went

on to mention the BID's successes including those based on using the extra funding received in Summer 2021 as a result of the Additional Restrictions Grant (ARG) scheme initiated by the government. These included the WIFI in town, the Ilkley Gift Card, the ARG App, the Discovering Ilkley App. He outlined the meeting's agenda referring to the papers in the AGM Pack.

He welcomed new members and all attendees. He introduced our guest speaker, Patrick Robertson, of the West Yorkshire Combined Authority. He introduced all the directors and staff present.

2. Apologies for Absence

As shown above.

3. Approval of the minutes of the previous Annual Meeting. (Available to view on the website <https://ilkleybid.co.uk/downloads-area/>)

People who were at the last AGM were asked to vote about approving the Minutes of that meeting which were approved unanimously.

4. To receive, consider and if approved, adopt the accounts for the year 2021 - 2022.

Julia Forrester, of Taxassist, the BID accountants, and then Helen Rhodes, the BID manager addressed the accounts which were included in the pack.

Helen highlighted the sections of the Annual Report which gave more information about the figures in the accounts and gave details about future projects including extending the Christmas lights in the town.

She highlighted the fact that the WIFI and Gift Card schemes were for a three year term and could be extended in the future.

Julia explained that if approved the accounts would be lodged at Companies House- accounts will be filed at Companies House.

The eleven BID members at the meeting with voting rights approved the Accounts unanimously.

5. To consider, and if deemed appropriate, approve minor amendments to the Articles of Association.

The proposed amendments had previously been distributed to members for consideration.. Helen explained that the amendments are mainly about voluntary members being able to stand as Chairman of the Board, not previously allowed. There were no objections and the amendments were passed unanimously.

6. Director appointment.

Under Article 52 Directors appointed by BID Levy members and Voluntary Members are required to step down from their office at the next Annual General Meeting following their appointment but may then stand for reelection as a director.

The following directors have stepped down and are not standing for re-election:
Helen Rhodes, John Hewitt, Stuart Hyde, Sarah Siddons, Stephen Butler, Louise Barnes and David Cook (registered in error)

The following directors were stepping down and standing for re-election:
Ian White, Timothy Tennant, Sarita Prashar, Mark Smith, Paul Craggs, Cassandra Bowley, Sarah Barr-Young.

Alex Ross-Shaw is deemed to be a Director for voting purposes but is not registered at Companies House and so does not need to be voted in.

The information about these directors was read out.

After an initial query about Sarita Prashar, all the proposals were approved by a show of hands without any objections.

7. To receive an update of the company's activities for Year Three and take questions from the floor.

Helen explained that the BID had been having a busy time even before the receipt of the ARG funding. The Annual Report in the AGM pack explained everything which had been happening. She particularly mentioned the success of the Ilkley Gift Card which was doing very well and would continue to grow as more businesses started accepting it as 82 already did. She discussed the items in the report and explained that the BID would continue to provide publicity and social media cover for Ilkley businesses and for the Augmented Reality Trails funded by the ARG.

There were question about the part Ilkley would be playing in the Bradford City of Culture events and about the 4th year action plan for the BID, also included in the AGM pack.
Ian thanked Helen.

8. Close of the formal AGM meeting.

The formal part of meeting ended at 18.12 and Ian introduced Patrick Robertson.

9. Presentation from Patrick Robertson, Programme Lead (Business Productivity) with West Yorkshire Combined Authority / Leeds City Region Enterprise Partnership (the LEP).

Patrick presented a Powerpoint display about the WY Combined Authority. He stressed the importance of the role of the new West Yorkshire Mayor, Tracy Brabin. He covered the areas of support which the Authority and the LEP provide. Almost all the work they do relates to business to business arrangements with little provided for businesses providing services and products to consumers. They are going to change the name of the scheme to - Business West Yorkshire. In response to questions Patrick said that the WYCA Growth Manager for Ilkley will be Nicola Whatmuff and the WYCA is looking into the possibility of providing funding to BIDs as well as normal businesses.

Ian thanked Patrick.

10. Close of the meeting followed by refreshments and informal networking.

Meeting closed at 6.40pm and was followed by networking and refreshments.

Approved on -

2023

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Chairman