



Kings Heath Business Improvement District Board Meeting Minutes - Public

Date Wednesday 11th April 2018
 Time 6.00pm
 Venue Kings Heath BID office – 1a
 Station Road, B14 7SR

Present: Brett Rehling (Chair) (BR)
 Martin Mullaney: Town Centre Manager and minute taker (MM)
 Janan Choudhury (JC)
 Frank Nutt (FN)
 Charmain Hannaby (CH)
 Mabs Yasin(MY)
 Hanna Tidd and Rachael Giaramita from Tiger Bam – they attended just for the reports relevant to Tiger Bam

Apologies:
 Alvydas Luitaitis (AL)

No.	Agenda Item
1	Welcome/Introduction/Apologies/ Reminder of the importance of declaring any potential conflicts of interests on any items discussed during the meeting
2	‘Public’ minutes of 21st March 2018 meeting
2(i)	Approval of ‘public’ minutes of 21st March 2018 meeting. The minutes of 21 st March 2018 Board meeting were approved
2(ii)	Updates or issues arising from the minutes that are not on the agenda later in the meeting. MM updated the Board on the following: <ul style="list-style-type: none"> • since the last meeting, the new BID term had started on 1st April 2018 and Neville Summerfield was no longer a mandatory BID levy payer. This is because the rateable value of his property was below the minimum threshold of £5000. This meant that Neville was no longer a member of Kings Heath BID limited and in turn no longer a

	<p>Director. MM said that he had informed Neville of this and thanked him for his time on and services to the Board. MM also informed the Board that Neville's position as Director had been removed from the company's listing on Companies House.</p> <ul style="list-style-type: none"> • MM informed the Board that he had attended the funeral service of Val Hems at All Saints Church on Tuesday 10th April. He represented the Board and company at this service. • on the last public minutes, MM had been tasked to update the signatories on the company bank account. MM apologised that this had not been done and assured the Board this would be done asap.
3	governance policies and processes
3(i)	<p>Briefing paper on the new General Data Protection Regulation – see discussion Paper 1</p> <p>The contents of discussion paper 1 were noted.</p>
3(ii)	<p>Timetable for General Meeting and/or Annual General Meeting - – see discussion Paper 2</p> <p>There was some lengthy discussion on this issue and the following was agreed.</p> <p>A General meeting to vote in the new Articles of Association would be held on in the week starting 4th June.</p> <p>A General meeting to vote in a new Board would be held on week starting 2nd July</p> <p>The AGM would be held on week starting 1st October.</p> <p>It was decided to split the proposed June General meeting into two meetings: first one early June and the second on early July. The logic behind this being that this would allow the new Board to be elected under the new Articles of Association which would clarify the process of election.</p> <p>MM was asked to e-mail all the Directors with possible dates for the General meetings, so a date could be selected to allow the entire Board to attend.</p>
3(iii)	<p>Timetable for consultation on new Articles of Association – see discussion Paper 3</p> <p>The Board agreed to the following:</p> <ol style="list-style-type: none"> a) That the additions to the Articles of Association set-out in Paper 3 were agreed with one amendment to the issue of proxy votes to the Chair of the meeting. The agreed additions were: <ol style="list-style-type: none"> i. The AGM to be held in October. ii. Members can send proxy votes to the Chair of the meeting, indicating which way, they wish the Chair to vote on resolutions. The Chair of the meeting is not limited to

	<p>three proxy votes and the town centre manager is allowed to contact the voter to verify their proxy vote. Any proxy votes sent to the Chair that did not have an indication of which way to vote on a particular resolution, would be considered as an abstention on that particular resolution.</p> <p>iii. To allow voluntary BID levy payers – final format to be agreed.</p> <p>iv. To allow a Council representative on the Board – final format to be agreed.</p> <p>v. To give the Board of Directors the additional sanction to ban a member from becoming a director for a period of time if they have previously breached the Directors' Code of Conduct.</p> <p>b) That MM would liaise with the company solicitor to get the proposed Articles of Association into a format that is legally acceptable.</p> <p>c) Consultation would take place on the proposed Articles of Association.</p> <p>d) Once consultation was complete and the Articles amended, a Board meeting would be held to agree the final Articles. The final Articles would be sent out on 7th May.</p>
3(iv)	<p>Premises License for September Street Festival on York Road and Heathfield Road – see discussion Paper 4</p> <p>Some discussion took place on this issue.</p> <p>The following was agreed:</p> <p>a) That MM instruct a licensing barrister to begin the process for Kings Heath BID limited to get a premises license for the September Street Festival for the next five years.</p> <p>b) subject to discussion with the Licensing barrister, that the BID would seek a premises license to allow three events per year on York Road and Heathfield Road. One of these three events would be for the September Street Festival. Although, the BID does not have any events for the other two, it was considered that the extra two per year would give the company some flexibility on future ideas of events.</p>
4	Updates on projects
4(i)	Calendar of activities for 2018/19
	<p>see discussion Paper 6 + Appendix B</p> <p>The contents of discussion paper 6 and appendix B were noted</p>
4(ii)	Theme 1 - Clean, Green and Safe Projects
	<p>see discussion Paper 7</p> <p>The contents of discussion paper 7 were noted</p>
4(iii)	Theme 2 - Promoted and Marketed Projects
	<p>see discussion Paper 8</p> <p>The contents of discussion paper 8 were noted</p>

	Report from Tiger Bam – see discussion Paper 5
	The contents of discussion paper 8 were noted
4(iv)	Theme 3 - Vibrant and Accessible Projects
	see discussion Paper 9
	The contents of discussion paper 9 were noted
4(v)	Theme 4 - Supporting Your Business Projects
	see discussion Paper 10
	The contents of discussion paper 10 were noted
4(vi)	Delivery and Management Costs
	see discussion Paper 11
	The contents of discussion paper 11 were noted
5	Any other business

Meeting finished at 8.45pm

Next meeting: 6.00pm Monday 14th May 2018