

MINUTES

**2020 Annual General Meeting of
Oswestry BID Limited (Company No. 10675349)**

Venue: via Zoom

Date: Monday 7th December 2020 at 6pm

Attendees:

- Heather Noble – Salt Solutions
- Allister Moutrie – Sainsbury PLC
- James Woodward – Cold Move Ltd
- Patrick Evans – Evans Enterprises
- Stuart Phillips – Celt Rowland
- Lee Lucks – Oswestry Bowland Tourism
- Tim Morris – Booka
- Tania McGee – Landon Bowdler LLP
- Mark Derham – Bridge Coffee
- Emma Chapman – Shropshire Council
- Matt Potts – Shropshire Council
- John Waine - Honorary Officer (Oswestry BID)
- Adele Nightingale – Oswestry BID Manager
- Lindsey Pierce – Oswestry BID Assistant Manager
- Andrew Clarke – Morris Clarke

Welcome and Apologises

Stuart Phillips opened the meeting on behalf of the Chair, Ian Follington. He provided Ian's apologies and confirmed he would be chairing tonight's meeting.

He welcomed Members and observers, noting that this was the third Annual General Meeting of Oswestry BID Limited.

Apologies:

- Ian Follington, Deblen Limited
- Julie Gibson – The Kings Head

Actions from last AGM:

- None arising

Minutes from last AGM:

- Minutes accepted as a true and accurate record.

Director's Report for April 2019 to March 2020, presented by Stuart Phillips:

- Recruited a BID Administrator, Lindsey Pierce – June 2019
- Oswestry Borderland Tourism became a 'partnership organisation' and Lee Lucks joined the Board as a Director
- Dedicated website promoting town and directing customers to Levy Payers went live
- Commissioned LoyalFree to provide a loyalty scheme app
- Secured matched funding to expand existing Town Centre CCTV network & extend out to industrial area
- Traffic Regulation Orders:
 - Worked with Authorities to improve TROs & enforcement in Mile Oak Industrial Estate
 - Started the process for improvements to TROs for Maes-Y-Clawdd
- Engaged with Shropshire Council to clean signage & remove unnecessary road signs on main routes coming into and around Oswestry
- Started installation of a footfall monitoring system that includes free WiFi for town centre
- Engaged consultants to develop a new signage scheme for Industrial Area to improve image & navigation
- Co-Sponsored and supported the Oswestry Balloon Carnival August
- Ran a Christmas 'Get Home Safe' Campaign (Taxi Marshalls/Night Bus/promotion of free carparking)
- Produced a Christmas Video to support shopping local at Christmas
- Launched the reusable Oswestry One Cup
- Future Oswestry Group – BID is a core member of FOG pressing to ensure local business needs are considered & supported
- Helped secure £1.8 million for Oswestry under High Streets Heritage Action Zone scheme to fund
 - Public realm
 - Community engagement
 - Shop Front scheme
 - A Flagship project
 - Re-purposing of upper floors towards accommodation
- Coordinate groups to pursue funding to reconnect Oswestry to rail network under Government Reverse Beeching Scheme
- Purchased 6 defibrillator units to augment current network in town centre & industrial area
- Ran 10 training courses for Levy Payers as part on ongoing programme
- Produced New Town Maps, along with Oswestry Town Council & Oswestry Borderland Tourism
- Took over the administration of Oswestry Pubwatch and then implementation of the DISC system including funding it.

Treasurers Report, Andrew Clarke:

- Ran through the Profit and Loss account, highlighting the breakdown of expenditure.
- Confirmed that micro-accounts have been filed at Companies house as the BID is a non-profit and a full profit and loss is not required.

Questions:

Lee lucks, what are the grant monies received?

Lindsey Pierce: This represents the CCTV match funding grant that was received.

Appointment Directors:

Chairman's comment:

"I have had the privilege of be the Chair of strong and effective team who give freely of their time as Directors of Oswestry BID Limited. I would like to take this opportunity to thank them all for their support as we reach the halfway stage for Oswestry BID's first term and I look forward to continuing to work with them to deliver on behalf of all Levy Payers over the next 2 and half years.

It is with some sadness that I note that Heather Noble will be stepping down as a Director at this AGM due to pressure of work. We will miss her enthusiasm and passion for all things Oswestry and I would like to record my personal thanks to Heather who has been a key member of the team over the past 4 years, right from the first discussions of a Business Improvement District for Oswestry. Without her energy, vision and commitment Oswestry BID wouldn't exist. Heather please accept our heartfelt gratitude"

Stuart Phillips confirmed the current list of Directors, before confirming that as per the Articles, three Directors (25%) would be standing down. The following Directors were standing down,

- Heather Noble
- Allister Moutrie
- James Woodward

The following Directors offered themselves for re-election:

- Allister Moutrie
- James Woodward

Vote

- Allister Moutrie, nomination seconded by Allister Moutrie, Mark Derham
- **Unanimously agreed**

- James Woodward, nomination seconded by Tania McGee, Mark Derham
- **Unanimously agreed**

AOB

Stuart Phillips: Would like to thank Adele Nightingale, Lindsey Pierce and John Waine for all their hard work.

Heather Noble: Would also like to thank Adele Nightingale, Lindsey Pierce and John Waine for all their hardwork. Not just in the last financial year but also what they've done during the last 9 months.

Next AGM:

COVID-19 had impacted the plan for the year, however we would try to set the 4th AGM closer to the end of the financial year and would be aiming for May/June 2021.

There being no further business, Stuart Phillips thanked everyone for attending and pronounced the meeting formally closed.

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Ian Follington, Chairman