

LOVE HASTINGS LIMITED
HASTINGS BUSINESS IMPROVEMENT DISTRICT
BOARD OF DIRECTORS MEETING
(in conjunction with the residual Town Centre Management Board)
13th MARCH 2017,
MINUTES

Attending

Colin Dormer, Alan Matthews, Daniel Swann, Ian Noble, Pat Horwill, Dave Padmore, Lorna Strawson, Cllr Peter Chowney (BID Co. Directors)
Lauren Garrard, Laurence Bell, Dan Moss (BID Directors designate)
Simon Hubbard, Janine Adams, Hanni Butler, Kevin Huggett, Graham Marley, Lord Brett Mclean, Cllr Godfrey Daniel, Inspector Anita Turner.
Rosie Leech, Rob Woods, Laura Green,

1) Apologies for absence

Stuart Mitchell, Stacey Bell (Janine Adams attending), Ian Harrison (Hanni Butler attending)
Chris Beveridge, Jim Norris (Kevin Huggett attending) Dan Shelley, Mary Madden

2) Introduction and update on University Centre (Dan Shelley)

Mr Shelley was unable to attend due to rail strike action but sent the following note by e-mail to attendees

Dear TCM/BID colleagues,

I am afraid that the Train Strike has severely affected my journey to Hastings today and it therefore means I have taken the difficult decision to send apologies to this meeting and work from home.

It has been an honour to be the TCM Chair for the last eighteen months and I am just sorry that I cannot be there in person to handover formally to Colin, who will I am sure do a much better job than me in leading the new group with additional income that provides the town centre with a golden opportunity to build upon the success of TCM and further improve the footfall and profitability of Hastings.

My thanks to Rob for steering me in my role as chair and I have agreed to become a Director of the new BID Company so I will remain a part of this exciting new time for the town centre.

Apologies once more for missing the meeting – transport to and from the town remains a real issue for workers and visitors!

Kind regards

Dan Shelley | Vice Principal Enterprise, Employment and Skills
Sussex Coast College Hastings

In Dan Shelley's absence Colin Dormer welcomed everyone to the meeting and thanked the former TCM Chair and Board for its work over the past years.

3) Election of Chairman and Officers of Love Hastings Ltd

- a) Elected as Chair – Colin Dormer
- b) Elected as Vice Chair – Alan Matthews
- c) Elected as Treasurer – Daniel Swann

Agreed en bloc unanimously

4) Formal appointment of Love Hastings Ltd Directors

Agreed unanimously

Lorna Strawson, Theatre Director, White Rock Theatre

Peter Chowney, Leader of Hastings Borough Council

Stuart Mitchell, Director, New River Retail

Agreed subject to completion of membership and Companies House forms:

Lauren Garrard, Manager, Caffee Nero.

Dan Shelley, Vice Principal, Sussex Coast College & University Centre

Laurence Bell or Catherine Parr, Owners, White Rock Hotel

Noted

- a) Dan Moss (M&S) to seek further guidance from his employers
- b) Rob Woods to contact ESCC about representation (decision likely to be deferred pending ESCC election on 5th May 2017)

5) Accuracy and content of Minutes of the last meeting

The minutes were agreed as a true record and signed by the Chairman

Proposer Vice Chair Seconded Treasurer

6) Matters arising from Love Hastings Ltd meeting of 7th February 2017

- a) Agree bank account operators
Decision deferred pending further enquiries relating to signatory requirements
- b) Website – fee recommendation
Agreed to pay Mr C Beveridge £699 for the work undertaken so far with a maximum budget allocated of £2000
- c) Revised action plan/budget
Agreed in principle but decision deferred to give Directors more time to examine the proposed budget
Agreed – Vice Chair to develop ideas for a Finance Sub Committee
- d) HBC/BID Monitoring Group – nomination
Agreed – Treasurer or Vice Chair
- e) Events/Marketing Assistant progress
Interviews to take place on Friday 17th March with a view to a start date in early May
Agreed – Chair, Ian Noble, Pat Horwill and Rob Woods to interview
- f) BID Ambassadors
Defer to a future meeting due to time pressures

7) Timeline for winding down TCM

Noted –

- a) TCM Board meetings to wind down with immediate effect
- b) BCRP Coordinator to be transferred to Love Hastings Ltd from May 2017
- c) Town Centre Manager to remain an employee of Lets Do Business (LDB) Group until end January 2018
- d) BID Board to advise LDB if a more detailed Service Level Agreement is required between LDB and Love Hastings
- e) TCM wound down fully by end March 2018

8) Delegation of decision on future Company Bookkeeping & Payroll services

Agreed decision delegated to Vice Chair with advice from Rob Woods

Noted Treasurer declared an interest

9) BCRP Matters

a) Street Wardens – recommendations

Agreed 1– to accept the recommendations of Laura Green’s report and to request Laura Green/ Rob Woods to negotiate further with SWL (Proposed – Treasurer: Seconded Dave Padmore)

Agreed 2 – Full Board to agree expenditure in accordance with the adopted matrix. (can be achieved by virtual meeting)

Noted – Simon Hubbard – BID Wardens will need to work in cooperation with Council Wardens & Police in respect of emerging Public Space Protection Orders (PSPO)

Agreed 3 – Laura Green/Rob Woods to examine the content of the proposed PSPO’s when they are available to ensure BID Wardens are authorised to enforce.

b) BCRP Governance

Rob Woods presented a report on this subject

Agreed 1 - To establish a BCRP Board of Management (a Sub Committee of the Board) with delegated responsibilities as defined in the report and a financial limit of £66k

Noted - Cllr Daniel proposed minor alterations to the role definition to include reference to local residents and the two local authorities (Rob Woods to action)

Agreed 2 - A BID Director (to be nominated) to chair the meetings which may include cooptees from levy paying businesses and voluntary contributors from inside and outside the BID boundary.

10) The closure of Harold Place toilets

Cllr Chowney reported that the Harold Place toilets would remain open after March 31st for an indefinite period. Planning permission will be required to demolish them. HBC looking for ideas on how the site could be redeveloped.

Noted - Priory Meadow external toilets are currently closed temporarily but will re-open for public use

HBC to examine Community Toilet Scheme

11) Agree Directors’ future meeting dates:

Monday 12th June 2017, Monday 11th September 2017, Monday 11th December 2017 and Monday 12th March 2018

Agreed – Directors may need to meet again in April 2017 on a date to be agreed

Any other business

Lorna Strawson/Rob Woods to discuss official launch