

LOVE HASTINGS LIMITED
HASTINGS BUSINESS IMPROVEMENT DISTRICT

BOARD OF DIRECTORS MEETING
Monday 12th JUNE 2017

MINUTES

Attending - Directors

**Colin Dormer (Chairman), Alan Matthews (Vice Chairman) Daniel Swann (Treasurer),
Lorna Strawson, Pat Horwill, Catherine Parr, Cllr Peter Chowney,**

Observers – Janine Adams, Theresa Gasson, Sergeant Prince (Sussex Police)

Staff – Rob Woods, Laura Green, Chloe Dyas

1) Apologies for Absence

Directors - Ian Noble, Dave Padmore, Dan Shelley, Stuart Mitchell

**Observers - Lord Brett McLean, Simon Hubbard, Ian Harrison, Stacey Bell, Cat Denning-
Johnson, Inspector Anita Turner**

**Apologies from Cllr Daniel (as East Sussex County Council not yet decided on its
representative)**

2) Declarations of Interest

Cllr Chowney declared an interest in Item 12

3) Accuracy and content of Minutes of the last meetings

The Board approved the content and accuracy of the Minutes of the meeting of 13th
March 2017 and 24th March 2017. The Chairman signed the Minutes

4) Matters arising from the meetings of 13^h March 2017 & 24th March 2017

There were no matters arising

5) Chairman's report

The Chairman congratulated Amber Rudd and Love Hastings Director, Peter Chowney on their respective General Election campaigns. The Chairman's report as published in advance was received and accepted. The Chairman also commented on a leading Press article (Hastings Independent Press) questioning the role of the BID Business Warden and encouraging the public to take images of him whilst at work.

Agreed

- 1) The Board regards the encouragement of image taking of the BID warden at work as an unwarranted, unfair and unreasonable intrusion**
- 2) Rob Woods/Love Hastings staff to produce a response to HIP (in conjunction with Sussex Police if necessary)**
- 3) The need for Love Hastings to be more proactive in its Press relations and communications. Action: Rob Woods/Chloe Dyas/Alan Matthews (as Chair of the**

new Public Relations, Marketing and Communications Committee agreed in Item 9 (below))

6) Treasurer's report

The Treasurer's report was received and accepted

It was resolved that a) it was in the interests of Love Hastings Ltd to apply for a Business Debit card service from Barclays Bank b) that Love Hastings Ltd agrees to be bound by the Debit Card terms and conditions c) Notwithstanding that the existing Appointment of Bankers provides for more than one person to give instructions to the bank, Love Hastings Ltd agrees for the provision of Business Debit Cards only, to allow Barclays to accept and act on instructions from any one nominated cardholder d) Authorised persons identified in Section 3 of the Appointment of Bankers are authorised to apply for, nominate cardholders, and to accept the Business Debit Card terms and Conditions on behalf of Love Hastings Ltd

Agreed a) that Rob Woods should be authorised to use the Debit Card. b) The Chairman, Vice Chairman and Treasurer sign the Application forms

7) Appointment of Love Hastings Ltd Director

It was unanimously agreed that Catherine Parr, co-owner of the White Rock Hotel be accepted as a Love Hastings Ltd Board Director

Action Rob Woods to complete Companies House forms

8) Options for future staffing of Love Hastings

Rob Woods left the room for this item

Agreed by majority vote – To test the job market by advertising both the BID Manager and Operations Manager posts at £35k pa and £27k pa respectively on the basis of the Job specifications as presented in the report. Proposed Catherine Parr: Seconded Daniel Swann: Colin Dormer abstained

Action Rob Woods

9) Events Funding Policy/Marketing and Events Sub Committee

Agreed unanimously

1) To adopt the Event funding policy as presented subject to design/branding of the application form

2) To establish a Public Relations, Marketing and Communications Committee with delegated responsibilities and budget (to be agreed by future virtual meeting)

3) Alan Matthews to be nominated as Chairman, Pat Horwill and Lorna Strawson to be Committee members

Actions – Rob Woods/Chloe Dyas and Laura Green (on BCRP matters)

10) Procedure for agreeing Company Policies

Agreed unanimously that Colin Dormer be delegated to approve existing and future draft company policies

Action Rob Woods/Colin Dormer

11) Adoption of Love Hastings Ltd Communications Strategy

**Agreed unanimously - to adopt the Draft Communications Strategy as presented in principle but that the new Public Relations, Marketing and Communications Committee (as agreed in Item 9) be delegated to discuss further and adopt it
Action – Chloe Dyas to present to the Committee at the first opportunity for ratification**

12) Hastings BID/White Rock Trust in partnership

Agreed by majority vote- – Rob Woods to inform the accountable body (Hastings Borough Council) and the White Rock Trust that although Love Hastings Ltd would be willing to assume responsibility for some parts of the CCF4 project relating to business development in the White Rock area, it would not wish to become involved in the affairs of the White Rock Trust or develop a member database for the Trust or recruit members for it. Daniel Swann against: Peter Chowney abstained

13) Business Crime Reduction Partnership report

Agreed unanimously

1 – To introduce the DISC information system as soon as possible and within the £1400 allocated to that project in the BID Business Plan: Action Laura Green/Rob Woods

2 – That data and images of 17 individuals excluded at Shopwatch and Barwatch meetings since March 2017 be released to BCRP members only, subject to Police Information Sharing Agreement conditions and the approval of the BID Manager acting as Data Controller on behalf of the BID Board: Action Rob Woods/Laura Green

14) Electric vehicle charging points in the BID area

Stuart Mitchell requested this item be put on the agenda but was unable to attend the meeting. Peter Chowney informed the Board that a small number of different types of electric charging points already exist in the BID area. It was agreed to hold this item over to the next meeting

15) Agreed - future quarterly meeting dates: Monday 11th September 2017, Monday 11th December 2017 and Monday 12th March 2018

Action Rob Woods to send out Outlook invitations