



**Minutes of the special meeting of the
BOARD of the GREATER YARMOUTH TOURISM
AND BUSINESS IMPROVEMENT AREA LTD
held on Thursday 15th September 2017 at Maritime House**

Present

Elected Directors			Elected Directors	
<i>Gareth Brown (GB) (Chairman)</i>	<i>March 2020</i>		<i>Tony Reeve (TR)</i>	<i>March 2019</i>
<i>Oliver Hurren (OH)</i>	<i>March 2018</i>		<i>Steve Cozens (SC)</i>	<i>March 2019</i>
<i>James Grey (JG)</i>	<i>March 2018</i>		<i>Charles Reynolds (CJR)</i>	<i>March 2019</i>
<i>Amy Greenwood (AG)</i>	<i>March 2018</i>		<i>Lyndon Bevan (LB)</i>	<i>March 2019</i>
<i>Albert Jones (AJ)</i>	<i>March 2018</i>		<i>Ben Jay (BJ)</i>	<i>March 2019</i>
<i>Jane Reynolds (JR)</i>	<i>March 2018</i>		<i>Margaret Farrow (MF)</i>	<i>March 2019</i>
<i>Kevin Huggins (KH)</i>	<i>March 2018</i>		<i>Gregg Haddon (GH)</i>	<i>March 2019</i>
<i>John Potter (JP)</i>	<i>March 2018</i>			
<i>Matthew Smith (MS)</i>	<i>March 2018</i>			
<i>Terrii Harris (TH)</i>	<i>March 2018</i>			
<i>Andrew Norris (AN)</i>	<i>March 2018</i>			
<i>Martin Marsh (MM)</i>	<i>March 2018</i>			

Councillors		Officials	
<i>Cllr Barry Coleman; (BC) GYTABIA Vice Chairman and Chairman of GYBC Econ Dev.</i>		<i>Alan Carr (AC) (GYTABIA CEO)</i>	
<i>Cllr Malcolm Bird (MB)</i>		<i>Karen Youngs (KY) (GYTABIA Project Management)</i>	
<i>Cllr Demetrius Mavroudis (DMv)</i>		<i>Kirsty Burn (KB) (GYBC Marketing)</i>	
<i>Cllr Michael Jeal (MJ)</i>		<i>Asa Morrison (AM) (Air Show Director)</i>	
		<i>David Helsdon (DJH) (Air Show Site Director)</i>	

Honorary Presidents	
<i>David Marsh</i>	
<i>Aileen Mobbs</i>	
<i>Bert Collins</i>	
<i>Malcolm Bird</i>	
<i>Ken Sims</i>	

*A = Apologies

1. **APOLOGIES FOR ABSENCE**
Apologies were received and recorded above.

2. **DECLARATION OF INTEREST**
There were no declarations of interest.

3. **MINUTES & MATTERS ARISING FROM THE PREVIOUS MEETING 22nd
JUNE 2017**

- 3.1
- 3.2
 - 3.2.1
 - 3.2.1
- 3.3
- 3.4

4. **FINANCIAL AND COMPANY ISSUES**

4.1 **Levy Collection Update**

4.2 **Financial Statement**

- 4.2.1 The Company Secretary circulated a financial statement; which was noted.

4.3 **AGM/Business Lunch**

- 4.3.1

4.4 **BID Renewal**

- 4.4.1
- 4.4.2

4.5 **Presidents & Directors**

- 4.5.1
- 4.5.2
- 4.5.3
- 4.5.4

5. **AIR SHOW 2018**

- 5.1
- 5.2
- 5.3
- 5.4
- 5.5
- 5.6
- 5.7
- 5.8

6. **DESTINATION ISSUES**

6.1 **Zero Hours Contracts**

- 6.1.1
- 6.1.2
- 6.1.3
- 6.1.4

6.2 **EnterpriseGY – Spirit of Enterprise Awards 2017**

7. **ANY OTHER BUSINESS**

7.1

7.2

7.3

8. **DATE OF NEXT MEETING**

8.1

*3.3 *I was advised after the meeting by GYBS Asset Manager, Michael Stephenson that the ceiling of light on Regent Road is to have a complete refurbishment. The works will be undertaken at night from Monday 17 July 2017 and will be completed by the weekend.*

GYTABIA BID RENEWAL - SCOPING PAPER**1. Introduction**

- a. The Business Improvement Districts (England) Regulations 2004 (Statutory Instrument 2004 No 2443) dictates that after a period of 5 years BIDs need to put forward renewal proposals which will be subject to a ballot.
- b. The current BID levy period ends on 30th September 2019; although the ballot would need to take place in May 2019.
- c. Appendix 1 lists the VOA categories included in the current BID. Those tagged in GREEN derive a direct benefit from tourism; those tagged YELLOW largely gain an indirect benefit from tourism.

2. Proposed timetable

Dates*	Action
Wed 1 st August 2018	Circulation of Newsletter1
Friday 31 st August 2018	Circulation of Questionnaire
Friday 21 st Sept 2018	Closing date for completed questionnaires
Thursday 1 st Nov 2018	Notice of Sector Group briefings
w/c Mon 26 th Nov 2018	SECTOR GROUP briefings
Monday 7 th Jan 2019	Circulation of Newsletter2
Monday 28 th Jan 2019	Circulation of draft Business Plan
Thursday 18 th April 2019	Circulation of Notification of the Ballot
Thursday 25 th April 2019	Circulation of final Business Plan
Friday 3 rd May 2019	Circulation of Ballot papers
Monday 3 rd June 2019	The BALLOT CLOSES
Tuesday 4 th June 2019	Declaration of the result
Thursday 4 th July 2019	Deadline for objections against the outcome
Tuesday 1st October 2019	5-year BID period begins

*These dates are a first draft.

3. Key points for discussion:-

- a. Should we maintain 'Tourism & Business' BID?
- b. What can we deliver for non-tourism businesses?
- c. What should the lower threshold be in terms of rateable value?
- d. Should we retain the banding for levy payments or move to a straight percentage?
- e. Determine to VOA categories for inclusion in the BID
- f. Should we re-draw the geographical boundary?

4. Next Steps

- a. Note the timetable for action.
- b. Form a Task Group to help formulate ideas which can be presented to a future GYTABIA Board meetings

Alan Carr
GYTABIA Chief Executive