

CHRISTCHURCH BID LEVY-PAYERS



1st November 2021

Dear Colleague

CHRISTCHURCH BUSINESS IMPROVEMENT DISTRICT INAUGURAL GENERAL MEETING

Following the successful outcome of the ballot for the Christchurch Business Improvement District (BID), Christchurch BID Limited will officially start its five-year term on 1st November 2021.

You will receive a BID levy invoice as part of this process and all eligible BID levy payers are invited to the inaugural General Meeting of Christchurch BID Limited, which is due to take place at The Captains Club Hotel & Spa www.captainsclubhotel.com from 6.00pm on Wednesday 24th November 2021.

The meeting will include the following business and all timings shown are approximate:

6.00pm	Welcome & Introduction
6.05pm	Appointment of Directors and Company Secretary (as below)
6.20pm	Feedback from eligible BID levy payers
6.30pm	Next steps
6.45pm	Close of meeting

*The Articles of Association are available to view at www.christchurchbid.co.uk and all matters will be agreed by the eligible BID levy payers present at the inaugural General Meeting.

APPOINTMENT OF DIRECTORS & COMPANY SECRETARY

As per the Christchurch BID Business Plan, which can be viewed at www.christchurchbid.co.uk, it is proposed that a Board of volunteer Company Directors will be formed from BID levy paying organisations to create a representative, business-led group to oversee the financial, managerial and operational activities of the BID.

www.christchurchbid.co.uk

The majority of the Board will be drawn from private-sector organisations and the Chair will always be a private-sector member, to ensure that the BID retains its strong business focus. The appointed Board will, in turn, appoint a Company Secretary whose role will be to ensure that appropriate compliance is followed by the Company.

Whilst it is important that Board members have a range of skills, they do not require any formal professional qualifications – it is much more important that they display a positive attitude and a willingness to support and champion the aims of the BID.

The Board will be fully accountable to BID levy payers and will consist entirely of representatives from BID levy paying organisations or be approved voluntary contributors to the BID. The Board will meet regularly and receive both management and financial reports at each meeting. They will communicate regularly with BID levy payers on key issues, particularly including progress against the BID Business Plan.

Any eligible BID levy payers who would like to be members of the BID Company, although not on the Board, may do so by registering either at the General Meeting or in advance. Both members of the BID Company and BID Board Directors will be expected to submit letters of application to support their appointments, a template for which will be forwarded as part of this process.

If you are a BID levy-payer wishing to register as a member of the BID Company in advance of the meeting, or wish to be considered for the BID Board, please contact myself using the details below, by 5pm on Wednesday 17th November:

E-mail: chris@heartflood.co.uk

Many thanks in advance and I look forward to seeing you at the meeting.

Yours Sincerely



Chris Gregory
For and on behalf of Christchurch BID Ltd