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| **MINUTES**  **Canterbury Business Improvement District**  **Annual General Meeting 2023** | |
| **Date:** Wednesday 20 June 2023 | **Location:** Canterbury Cathedral Lodge |

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| **Attendees (BID Board and Executive Team)** |

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| **Board Directors:** |
| Claire Bogan (Designate Store Director) - Fenwick |
| Clare Millett (Chief Executive) - Westgate Hall |
| David Lilford (Owner) - Lilford Framing, Lilford Gallery |
| Jon Mills (Owner) - The Foundry |
| Karl Elliot (Managing Partner) - Clague Architects |
| Mark Stuart (Manager) - Whitefriars Management Office |
| Paul Turner (Head of Finance) - The Marlowe Theatre |
| Rachel Sanders (Franchisee) - BoConcept |
| Sarah Wren (Owner) – Oscar & Bentleys |
| William Hicks (Deputy Director, Place) – Canterbury City Council |
| **Executive Team:** |
| Emily Wells (Administrator) - Canterbury BID |
| Jo Taborn (BID Marketing and Sales Officer) - Canterbury BID |
| Julia Wierucka (Operations Manager) - Canterbury BID |
| Lisa Carlson (Chief Executive) - Canterbury BID |
| Lucy Martin (Operations Manager) – Canterbury BID |
| Rachel Pilard (Head of Marketing & Communications) - Canterbury BID |
| Simon Jackson (BID Ambassador) - Canterbury BID |
| Zak Rees (BID Ambassador) - Canterbury BID |

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| **Apologies** |
| Blake McCaskill (Director) - Republic Events  **Dan Grimwood (Owner) – The Refectory Kitchen**  **David Lewis (**Director) - Café des Amis / Café du Soleil  **Marco Keir (**Director of Marketing & Communications) - Canterbury Christ Church University  **Philip Pothen (**Director of Engagement) - University of Kent  **Hilary Brian (**Trustee) - The Canterbury Society  **David Kemsley (**ACRA Chair) - The Alliance of Canterbury Residents Groups |

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| **Attendees:** |
| Alan Bromyard (Manager) - Café St Pierre |
| Amanda McKean (Deputy Director) - Canterbury Festival |
| Archana Mehta (Business Partner) - Subway |
| Becki Hill (Business manager) - McDonalds |
| Ben Fitter-Harding (Owner) - Dodgems & Floss, The Hugo |
| Carl Wright (Chair) - CCAP (Canterbury Climate Action Partnership) |
| Carlton Walls (Director) - Wagon Films |
| Carly Pocock (Business Development Officer) - Canterbury Christ Church University |
| Chris Bichard (CEO) - SEC Works Group |
| Chris Hanlon (Business Development Manager) - NFU Mutual |
| Cllr Alex Ricketts (Councillor for Blean Forest) - Canterbury City Council |
| Cllr Connie Nolan (Labour Barton Ward) - Canterbury City Council |
| Cllr Jean Butcher (Councillor Northgate & Lord Mayor) - Canterbury City Council |
| Cllr Michael Dixey (Leader of the Liberal Democrat Group) - Canterbury City Council |
| Cllr Mike Sole (Deputy Leader Liberal Democrat Group) - Canterbury City Council |
| Cllr Pip Hazelton (Labour Ward: Westgate) - Canterbury City Council |
| Daniel Robertson (Group Scheme Specialist) - Kreston Reeves |
| Darian Lewis (Local Business Manager) - Metrobank |
| Donna Pearson (Branch Manager)- Winkworth |
| Dr Julie Grail (Managing Director) The BIDs Business |
| Freddie Hewett (Owner) - Stag Coffee |
| Hannah Thompsett (Sales Executive) - Abode Hotel |
| Hugh Potter (Manager; Head of Performance) - Fitzgerald Jewellers |
| Jack Bidewell (SME Development Manager) - Canterbury Christ Church University |
| Jack Rowley (Head of Communications & Media Relations) - Canterbury Christ Church University |
| Jan Chapman - Canterbury Pottery |
| Jeffe Rolle (Private Client Tax Senior Manager) - Kreston Reeves |
| Jenny Grant (Director of Development and Alumni) - Kings School |
| Jessica Gray (Practice Manager) - James Clague Architects |
| John Panda-Noah (Recruitment Consultant) - HR Go Recruitment |
| Jonathan Brothwell (Owner) - Pybus Opticians |
| Jonathan Fitter-Harding (Director & Owner) - Dodgems & Floss, The Hugo |
| Josh Turner (Community Liaison Manager) - Canterbury Christ Church University |
| Julie Holness (Marketing Manager) - Whitefriars Management Office |
| Kate Tompsett (Owner of Happy Glorious Burgate) - Happy and Glorious |
| Kathryn Beldon (Receiver General) - Canterbury Cathedral |
| Kathy Moulton (Employer Engagement Officer) - The University of Kent |
| Katie Lawrence (Marketing and Growth Director) - Dodgems & Floss |
| Keran Jones (Franchisee Supervisor) - McDonalds |
| Lavinia Watts (Partner) - Lenleys |
| Lee May (Commercial Property Lawyer) - Brachers LLP |
| Leigh-Ann Eason (Sales and Marketing Manager) - SEC Works Group |
| Louise Jones-Roberts (Director) - Distinctive Bars |
| Lydia Mckeown (Director) - I Do Marketing Ltd |
| Lynette Pickard (Valuer) - Miles & Barr |
| Matthew Archer (Head of Corporate Governance) - Canterbury City Council |
| Matthew Clarke (Development Manager) - The Marlowe Theatre |
| Matthew Jones-Roberts (Promotions & Marketing Manager) - Distinctive Bars |
| Matthew Sutton (Partner) - Burgess Hodgson |
| Melanie Sewell (Local Director) - Metro Bank Plc |
| Michelle Butler (Culture Development Officer) - Canterbury City Council |
| Mr Ondrej Novak (Operations Manager) - Abode Hotel |
| Ms YiLin Farnworth (Owner) - Yi Lin |
| Natalie Evele (Creative Co-Ordinator) |
| Nicholas Hall (Founder and CEO) - DTTT |
| Ninette Traske (Partner) - Castle Street Flooring |
| Oliver Greenfield (Manager) - Lenleys |
| Olivia Stewart-Stead - Fitzgerald Jewellers |
| Owen Vanstone-Hallam (Solicitor) - Leverets Group |
| Paige Harrison - Brachers LLP |
| Patricia Shepherd - Age Uk Canterbury, Age Uk |
| Paul Babra |
| Peter Stratton (Social Enterprise Manager) - Fifth Trust |
| Revd Jo Richards (Rector of the Benefice (St Mildreds) |
| Robert Holness (Marketing Executive) - Girlings Solicitors |
| Samantha Scott (Philanthropy Manager) - The University of Kent |
| Sinead Hanna (PR Consultant) - Sinead Hanna PR Consultant |
| Steve Solly (Managing Director) - Braddons |
| Sunny Goyal (Franchisee) - Subway |
| Tasmin Maitland (Chief Executive) - Catching Lives Charity |
| Tom Mellish (Sheriff) Canterbury City Council |
| Tom Yorke (Assistant Manager) - McDonalds |
| Tracy Furminger (Chartered Financial Planner) - Girlings Solicitors |
| Trevor Fitzgerald (Owner) - Fitzgerald Jewellers |
| William Buggins-Eaves (Deputy Manager) - The Umbrella Centre |

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| *Please note: every effort was made to record attendance, but some people may have come in later and not been captured on the list.* |

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| **Minutes:** |
| Clare Millett, BID Board Chair and Chief Executive of The Westgate Community Trust welcomed everyone and introduced the agenda and speakers for the evening.  Paul Turner, BID Finance Chair and Board Vice-Chair, and Chief Finance Officer at The Marlowe Theatre, presented a financial update covering the second term of the BID (2019 to date), and the Year 3 Accounts, which have been approved by the BID Directors, ratified at the AGM and filed at Companies House and published in full on the BID website.  Lisa Carlson, BID Chief Executive, presented a summary of the BID’s activities in Year 4 and plans for the year ahead.  Keynote presentations, followed by a Q&A, were given by:   * Bill Hicks, Director of Place, Canterbury City Council on “Canterbury City Council’s Levelling Up Fund”, * Julie Grail, Managing Director, The BIDs Business on **“**What next for Places and BIDs”.   This was followed by a panel and Q&A, and networking. |

Signed: Date: 12/07/2023

Diagram

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