

08.02.2019

Dear Business Owner,

Last November you were asked to vote in the month-long ballot regarding the proposed Yorkshire Coast Business Improvement District (BID). The majority of businesses voted **YES** enabling the Yorkshire Coast BID to be legally created and the next important step is to ensure that you are given the opportunity to get involved and shape the projects that were outlined within the Business Plan.

The current Task Group that has been involved in the development of the Yorkshire Coast BID will support the BID Team over the coming months, from setting up the Company through to the appointment of the new Board of Directors taking place in May 2019 (BID schedule of activity overleaf).

As part of this process we are inviting you to become a formal Member of the Company which will give you access to annual statements, the ability to nominate yourself to become a Board Director and vote on key company matters. You can complete your membership form online at www.yorkshirecoastbid.co.uk or complete the included form and post back.

In addition to inviting you to become a member of the Company, we are keen to speak to businesses that would like to be part of working groups and/or part of a panel to assist in the appointment of the Yorkshire Coast BIDs official Board of Directors.

If you have any questions regarding the Yorkshire Coast BID or if you would like to be more actively involved, please contact the project manager Kerry Carruthers via the methods below:

Tel: 07803 307 679

Email: kerry@yorkshirecoastbid.co.uk

We look forward to working with you and making the Yorkshire Coast the No.1 tourist destination in the UK!

Sincerely,



Clive Rowe-Evans

Yorkshire Coast BID Task Group Chair



Yorkshire Coast Business Improvement District
317, Woodend
The Crescent
Scarborough
YO11 2PW

YORKSHIRE COAST BID SCHEDULE OF ACTIVITY JANUARY – JUNE 2019

January 2019 – March 2019

- Yorkshire Coast Business Improvement District registered on Companies House, not for profit, limited by guarantee
- Information sent to BID Businesses reference to becoming a Member of the Company
- Arrange working groups to develop key projects
- Arrange a panel to review the Board of Directors applications

April 2019

- Send BID Members application forms to apply to become a Board Director

May 2019

- Appoint BID Company Board of Directors

June 2019

- Formal Launch of the Company
- Issue 1st Levy bills



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317, Woodend
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APPLICATION FOR COMPANY MEMBERSHIP

I/We

Of Business Name

Address/Registered Office

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would like to become a member of the Yorkshire Coast Business Improvement District, a private company limited by guarantee. I/we also declare that I am/we are not a 'Local Authority Person' and will advise the Company of any change in such status which could cause it to become a regulated company.

Signed

Date

Print Name

Position

Email

Phone

(Note: Where the applicant is a body corporate (eg a Limited Company), the following should also be completed)

I hereby certify that I am a duly authorised person of the aforementioned body and authorised to accept the invitation referred to:

I also fully accept and will adhere to the rules set out overleaf (Company Membership Rules):

Signed

Date

Print Name

Position

Business Name

Address

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COMPANY MEMBERSHIP RULES

- 1) Every BID Levy Payer or equivalent financial contributor is eligible to become a member.
- 2) Where a levy payer has multiple hereditaments he/she is entitled to one membership/one vote.
- 3) In order to become a member, a levy payer must complete this registration form.
- 4) In order to become a member a levy payer/financial contributor must have paid their dues in full in the previous year and have paid the current years levy/contribution within 3 months of the issue of the first bill/invoice.
- 5) Yorkshire Coast Business Improvement District is a company limited by guarantee. As such, it has members rather than shareholders, who are each entitled to:
 - Receive a copy of the company's annual accounts;
 - Attend general meetings and cast a vote;
 - Elect directors by voting at the members' meeting
- 6) Members must work in the best interests of the company and its objectives and in supporting and ensuring the delivery of the agreed Business Plan. Rules set out in the BID Company Articles of Association and those of Companies House relating to the conduct of members/directors will also apply.
- 7) Members will not be able to stand for the position of Chair unless they have served a minimum of a year as a Board Director and ideally have served as Vice Chair.
- 8) Members must declare any conflicts of interest.
- 9) Members are required to treat all communications and discussions of and relating to Company business, verbal and written as confidential and not to be discussed, distributed or used in any way unless agreed by the Company Board.
- 10) By signing this form members will also confirm that they have not been disqualified from standing as a Director of a Company or been have convictions relating to financial or company wrongdoing.
- 11) Membership applications will be vetted by the existing Board of Directors. Decisions will be final and not subject to appeal.
- 12) Breach of any of the above rules will mean cancellation of membership of the Company. This will be decided by Board Directors.
- 13) If the company is wound up, the maximum you commit to paying towards the company's debts is £1. This is the guarantee you would make upon becoming a member, as described in the articles of association, and applies for the time you are a member and 12 months thereafter.