

**Minutes of a Board Meeting of Coventry Best for  
Business (Business Improvement District)**

**Held on Thursday, April 15, 2010 commencing at 18.00hrs at  
Micropathology Ltd Venture centre  
Sir William Lyons Road  
Coventry CV4 7EZ UK**

**Present:**

Mr James Jordan  
Mr Keith Skinner  
Mr Chris Barrett,

Dr Colin Fink  
Mr John Scott  
Mrs Jo Duffy

Apologies from Mr Ken Armstrong, Mr Doug Forbes and Mr Brian Hecks.

Business of the meeting

1 Statement of the financial position was given by telephone from Mr Brian Hecks  
Chairman

2 A letter to Levy payers and a document about the history of the BID in Coventry was  
agreed by all members present and is to be circulated to all Levy Payers as soon as possible.

3 A letter to Mr Chris West of the City Council was agreed .

4 A letter from our legal advisor to Eversheds and also to Hoftsetter was agreed

5 A letter to the Levy payers using the internet (about 300 business) was agreed to be  
sent to warn them to find alternative Web resources.

6 Staff matters and an agreed programme for reducing jobs in line with the precarious  
financial situation was agreed. Brian Hecks is liaising with all staff.

7 Responses to other correspondence was also agreed .

Dr Colin G Fink for the company and members. Friday, 16 April 2010