

PUB GOVERNING BODY LTD

Meeting report of a meeting of the board of directors of the Company held at BBPA Offices, Brewers' Hall, Aldermansbury Square, London, EC2V 7HR on Tuesday 12th November at 1 pm.

Present:

Bernard Brindley (Chair)

George Barnes

Martin Caffrey

Mike Clist

Nick Griffin

Tim Hulme

Kate Nicholls

Martin Rawlings

Brigid Simmonds

Bill Sharpe

In attendance: Mikayla Lettin

Minutes of the Pub Governing Body Meeting held on 18th September 2013

The minutes of the meeting of the Pub Governing Body on 18th September were agreed and approved

Publication of Meeting Report

The Board reaffirmed the decision taken in the meeting on 18th September 2013 that a meeting report would be published detailing the decisions that had been taken by the Directors. It was agreed that the Chairman would be responsible for approving the report of the Meeting prior to its release.

Director resignation and appointment

It was noted that Martin Rawlings would be resigning from his position as a Director of the board and that Jim Cathcart would be appointed as the fourth director of Landlord representatives. The board of Directors expressed great thanks to Martin for his continued hard work in assisting to establish and promote PIRRS, PICAS and finally the PGB. The Register of Companies House must be notified of the change to the board of Directors **[Action]**.

Pub Company Annual Audit

It was agreed that the reporting period for the Pub Companies annual audit would run from 1st May 2013 to 30th April 2014 owing to the UK Pubs Industry Framework Code of Practice Version 6 becoming binding on the six larger companies from 1st May 2013.

The Board continue to agree the contents of the audit and upon agreement this will be issued to the relevant Pub Companies.

Code of Practice Accreditation and Sanctions for Non-Compliance with deadline

It was noted that the Pub Governing Body will publish details of Landlord Companies who do not meet the deadline to achieve benchmarked status of their Codes of Practice by year end and that their current listings will be removed from the BIIBAS website.

Complaint registered against Greene King

It is noted the Board received further correspondence from the complainant withdrawing the complaint from the Pub Governing Body. The Board were in agreement that on receipt of the withdrawal letter no further action was required.

Statement of fees received for PIRRS and PICA-Service

It was agreed that one organisation would be responsible for the collection of fees for both PIRRS and PICA-Service, and that this would be the organisation providing the administration of the service.

PICA-Service: Change to the Procedural Paper

It was agreed that a change to the PICA-Service procedural paper be made in respect of timescales for complainants to submit expenses where they have been asked to revise their claim. The Board were in agreement that where a complainant was asked to revise their claim that they would have to do so within a 21 (calendar) day period.