  
**BID Board meeting – 2 September 2014**

Present: Chris Witt, John Kneller, Richard Hurst, Ameena Williams, Hayley Newton, Mike Coles, David Pooley, Giles Bingley, Karen Blackburn

Shirley Polmounter (Part)

Apologies: Carl Lamb, Annette Miller, Colin Glanville

Absent: David Halton

**Minutes and actions**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Minute item/ Action** | **Who** | **When** |
|  | CW opened the meeting. |  |  |
|  | SP asked for a contribution of £1,750 towards daytime activities for the Torchlight Carnival & this was agreed. SP then left the meeting. |  |  |
|  | The minutes from the last meeting were agreed. | CW |  |
|  | There was a discussion re offering more support to CL & it was agreed to have small weekly group meetings. It was also agreed to do a 6 month trial to move the BID office to Burton House. CW to speak with CL re apprentice/admin support. MC wanted it noted in the minutes that he owns Burton House. | CW |  |
|  | GB gave a financial update & advised that the BID need to start spending more of the budgeted money. |  |  |
|  | Project team updates.  Marketing & Publicity  Old Cornwall Society volunteering to do Christmas grotto. www.staustelltown.co.uk website is now under BID control. Agreed to investigate possible domain name license agreement. Wi-fi is still being explored. CL to be provided with a new smartphone so he can use apps. Footfall counters ongoing. Town Guide ongoing.  Security & Cleaning  Agreed to allocate £5k from £20k budget towards shop watch radios with levy payers making a contribution. CCTV camera going into Biddicks Court. “Bin survey” to be conducted. Investigate possibility of extra washes for streets.  Events  Christmas light switch on agreed for Friday, 21 November. (Now changed to Thursday 20th November) Late night shopping will be on Tuesdays.  Britain in Bloom  Local supplier to quote next year. Display to be increased next year. Review this year’s display & investigate refund from Eden. AM & Sandra Heyward’s expenses in going to the BIB presentation to be met by BID. Agreed to keep watering continuing throughout September. | DP |  |
|  | AOB  It was agreed to join the Association of Town & City Management to gain information & access to training seminars. | JK |  |
|  | AOB  CW explained his actions concerning the St Austell Bay Chamber of Commerce business survey. |  |  |
|  | AOB  Richard Hurst mentioned that he and Carl will attend the next Cornwall Council Town Team Meeting (These are regular meetings organised by Guy Thomas for BID Managers & Town Managers |  |  |
|  | AOB  CW explained the work that has been done by Mike Stanford on PARKING and it was agreed that the BID should lend our support in his efforts to try and make some progress with his recommendations. He will present his report (see attached) to the Town Council on 22 September  Mike Stanford to be invited to address the BID re his work on car parking at our next meeting. |  |  |
|  | AOB  DP brought to our attention that one of the consequences of the Cornwall Council Budget Cuts was the change in Discretionary Rate Relief which may well impact on Charity Shops and others maybe forcing them out of business |  |  |
|  | AOB  DP also mentioned that the Town Heritage Grant Application which is already supported by our BID is to be put in imminently. |  |  |