

**BID Board Meeting – 7th October 2014**

**Present:** Chris Witt, John Kneller, Richard Hurst, Annette Miller, Mike Coles, Ameena Williams, David Pooley, Hayley Newton, Carl Lamb

**Apologies:** Giles Bingley, Karen Blackburn, Colin Glanville, Paul Scott, Sallie Polmounter

**Absent:** David Halton

**Minutes and actions**

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|  | **Minute item/ Action** | **Who** | **When** |
|  | IntroductionCW opened the meeting. |  |  |
|  | Car ParkingMike Stanford forwarded his car parking presentation as he advised CW that he felt unable to attend the meeting in person.The presentation was discussed point by point and the board agreed with it and fully supported it. |  |  |
|  | Minutes of previous meeting (2nd September)The minutes from the last meeting were agreed. | CW |  |
|  | BID Manager updateCL gave an operational update & said the new town centre guide is being delivered 09/10/14. The guide is also available online via ISSUU.com.CL distributed an updated schedule of events and advertising/expenditure plan for the Christmas lights switch-on. | CLCL |  |
|  | Town centre ant-social behaviourCllr Sandra Heyward joined the meeting to discuss the number of people causing problems throughout the town centre.AW said that licensees have noticed an increase in the number of incidents due to people drinking on the street and antisocial behaviour. AW circulated the letter that she has sent to the Chief Constable on behalf of the Pubwatch group.The board discussed the possibility of paying for an additional PCSO. The BID is going to invite the management of the main supported accommodation providers, police, town council, Pubwatch and Chamber of Commerce to attend a security meeting. Cllr Heyward then left the meeting. |  |  |
|  | BID FinancesA financial update was distributed to the board. It was agreed that the BID needs to publish board meeting minutes.The board approved a decision to employ an admin person to take minutes etc | CL | By next board meeting |
|  | BID ProjectsMarketing & PublicityTown centre app and Wi-Fi in progress. The team are working towards a formal agreement to take over the town centre website. The new St Austell branding is being used on all new collateral. Loyalty card press release has been sent to press.EventsThe consensus for next year is that the BID runs fewer but bigger events.Security & CleaningThe board agreed to offer retailers a shop-watch radio free-of-charge for six months. DP is looking into siting a CCTV camera in Cemetery Park and a screen in St Austell police station. The streets have had one extra wash with another one scheduled week comm. 06/10/14.Premises OccupationClinton Cards is going to be wrapped with Christmas artwork and Warrens with Torchlight Festival artwork.  |  |  |
|  | Britain in BloomThe project came in on budget and plans are now underway for 2015.  |  |  |
|  | Townscape Heritage SchemeThe board discussed the scheme and agreed to allocate £5,000 over the next two years to the scheme. |  |  |
|  | Christmas LightsThe board agreed to extend the Christmas lights along High Cross Street and two walkways within the town centre. The board agreed to pay for free parking at Priory car park over the five late-night shopping nights in November & December. |  |  |
|  | AOBThe board agreed that CL had passed his six month probationary period and his wages would increase in line with his contact of employment.   |  |  |