

**St Austell BID Board Meeting**

**Minutes of the meeting held on 3rd May 2016.**

**Present:**

John Kneller, Giles Bingley, Ameena Williams, Richard Hurst, Hayley Newton. Mark Lewis, Sara Gibson, Roberto Cubeddu, Dale Lovatt, Noel Krishnan.

**In Attendance:** Annette Miller.

**1. Welcome:**  JK welcomed the Board to the meeting.

**Apologies:** Hayley Newton, David Pooley

**2. Minutes of Previous Meeting.**

The minutes of the Board Meeting held on 5th April were reviewed and approved.

**3. BID Manager Update:** Annette updated the Board on current activities:

* App downloads now over 600
* Pit, Paper and Porcelain has been well received. We had to print and extra 30 sheets for the last 2 days.
* Guardian - Mo has requested a meeting and to have these on a regular basis.
* Man Engine Saturday 28th July Trinity Street. More entertainment is needed
* Loyalty card emails are being used to promote events in the town. This now stands at over 2,000
* Discovery Map. The proposal document is under construction Veryan and Simon are away.
* Empty Shops: Shop number 2 (Britannia Building Society) Awaiting permission from tenant to vinyl front. The old money shop had 2 enquiries after the vinyl went up, they felt it was due to our presentation of the shop.
* County Council have washed the street again has anyone had any more problems.
* 18th – 25th June the Exhibition bus for Man Engine.
* Pirate FM 40 second promotion started 1st May 2016
* Duke St. Queen’s Birthday 12th June. Street party organised by the Royal British Legion, £50 paid towards this event.
* Christmas light Switch On. We have secured the stage and entertainment for the 29th November.
* Flower tower not to be placed until the 5th June.
* Other Events in progress:
  + Purple Day
  + Dance-a-thon
  + BBC Music Day
  + Feast Week Family Fun Day
  + Man Engine Wagon Unveiling
  + S.W.I.B.
  + Man Engine Transformation
  + Mind body and Spirit Festival (Market House)
  + Banger Rally Display
  + Banger Rally Start
  + Zombie Walk
  + Torchlight + Health and Well Being Festival in the Market House during the day.

**4. BID Projects:**

* **South West in Bloom:** Baskets and plants looking good for going up on 29th May.
* **Cost Savings:** Discussions with Tom Marshall ongoing.
* **Security, Cleanliness and Shopwatch Radio:** Shopwatch radios continue to be used widely and add value to reducing anti social behaviour. Issues emerging especially Monday nights to be investigated.
* **Premises- Appearance and Occupation:**  No update.
* **Property Owners Forum:** Mark Lewis and Annette to look at Property Owners Forum to support St Austell Town Heritage stage 2 application and also for BID.

**5. BID Finances:** Giles circulated the management accounts for review, no comments.

**6. AGM Timetable, Director nominations etc:** The planned schedule for the AGM is on target. The Accounts for the period to 5th April 2016 were reviewed and approved.

**7. Feedack from various meetings:**

* JK explained that the St Austell Town Heritage stage 2 application was now being worked up hence the reference above about the Property Owners Forum.
* The SABEF attendance at the Cornwall Business Fair is next week and the St Austell exhibition is looking excellent, all can attend
* The BID branding work conducted some time ago is being revitalised and JK will report back at a later meeting.
* The Anti Social Behaviour Group continues to meet and a wider engagement is being sought.

**8. AOB**

* Website Domain name – JK updated the Board concerning the potential purchase of a specific web domain name and it was agreed that the proposed pricing was too high, JK to negotiate.
* The opportunity to work more closely with the Cornish Guardian was noted.
* Ameena suggested the St Austell Bay Rotary club was looking for a community project to support- suggest an area of Town for weeding, clearing etc.

**Date of Next Meeting : AGM – Tuesday 7th June 2016**

**At the White Hart Hotel.**