



St Austell BID Board Meeting

Minutes of the meeting held on 6th January 2015

Present: Chris Witt (Chairman), Giles Bingley (Finance Director), Richard Hurst, Annette Miller, Hayley Newton, Mark Lewis, David Pooley

1. Apologies: Mike Coles, John Kneller, Ameena Williams, Sallie Polmounter, Paul Scott

2. Minutes of Last Meeting

The minutes were amended and approved.

3. Action Points from Previous Minutes

<u>Action</u>	<u>Outcome</u>
1. Plan to use presentations for next years meeting	For next meeting
2. Evaluate Bunting World Record information	CL is meeting with Gary from the Market House 07/01
3. Amalgamate Events & Marketing Groups	Completed
4. Amalgamate Premises & Security Groups	Completed
5. Complete events Schedule for 2015	14/01
6. Check Third Party Liability for Truro Road Event	CL awaiting response from insurance co.
7. Distribute Levy Payer Newsletter	Completed
8. Send CL contacts for M&M Asset Management	Pending
9. Schedule Events Team Meeting for Early January	Completed
10. Complete Domain Name Agreement and sign	Pending
11. Arrange membership of ATCM	Completed
12. Finalise details for Shop Watch radios etc	DP meeting suppliers 26/01
13. Send DP Pubwatch proforma details	Pending
14. Follow up cleaning services quality and storage	Completed
15. Check all window displays in January for out of date	Completed

16. Initiate Cost Savings Group	Pending
17. Ensure Town Council aware of costs for red planters	Completed
18. Ensure BID Minutes and Agenda are on website	Completed
19. Complete Directors Forms etc	Completed
20. Concentrate on delivering prioritised list in 2015	Ongoing

4. BID Manager Update

The Christmas lights have now been switched off, the Company are to return at a later date to replace them with bunting.

The next BID surgery is on 15th January, 5pm at the White Hart with Hayley and Carl.

5. BID Finances

See attachment.

CW is going to speak to Cornwall Council again about the possibility of monthly levy payments.

6. BID Projects

Already discussed under item 3.

7. Britain in Bloom

The team are meeting on 12/01 and will report back at next board meeting.

8. AOB

Chris Witt is going to research PR companies.

Cornwall and Isles of Scilly Local Enterprise Partnership Digital High Street Skills workshops. The board agreed to contribute a further subsidy of £50 towards the cost of training for the first 20 BID businesses on a first come, first served basis.

The board thanked AW for use of the White Hart training room for the training.

Hayley asked whether Mike Coles could speak to the Old Vicarage Place landlords to ascertain what is being done to let empty units out.

Richard mentioned that Cornwall Council's Town Centre Support Team is closing.

The meeting closed at 6.45pm

Date of next meeting: Tuesday 3rd February 2015. 5.30pm at the White Hart Hotel.