

St Austell BID



Business
Improvement
District

St Austell BID Board Meeting

Minutes of the meeting held on 4th April 2017.

Present: Roberto Cubbedu, John Kneller, Ameena Williams, Richard Hurst, Brian Palmer, Hayley Newton, Giles Bingley, Mark Lewis.

In Attendance: Annette Miller, Richard Pears.

1. Welcome: JK welcomed the Board to the meeting and welcomed Richard Pears to his first meeting as the Chamber representative (It was agreed that GB will complete formal paperwork for Companies House resigning Mark Lewis and adding Richard Pears as a Director).

Apologies: Sunny Krishnan, Dale Lovatt, Mark Torr.

2. Minutes of Previous Meeting.

The minutes of the previous Board Meeting were reviewed and approved.

3. BID Finances.

Giles circulated the management accounts for the 12 months to April 2017. There are some payments yet to be made eg MAN Engine and GB will now complete formal statutory accounts for approval. JK outlined a draft high level budget for the 2017/18 year which would include all of our current initiatives plus the BID 2 re-election costs. A full budget will be prepared for the next Board Meeting.

4. BID AGM Planning

GB outlined a proposed timetable for the 2017 AGM:

Director nomination forms would go out for	20 th April
Board approval of accounts	2 nd May

Chairmans Report and AGM Agenda to print	3 rd May
Notices	5 th may
AGM	6 th June

5. Application for funding – Whitegold Festival 2017

The application and presentation had been circulated prior to the meeting for review. After a brief discussion it was agreed to pledge £2000 plus Pirate FM promotions provided that the event proceeds and other funders are brought on board (same terms as Town Council).

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

Facebook Averaging 5,000 – 6,000 views per week

Coach Parking. Signs are in place but would look better without the NO ENTRY signs above them. ***BP agreed to review with Town Council***

Town Map. On the wall from Priory by Sew & Fabric. Also vinyl one on the window of the MP's office. White River will also be using the map.

StoreNet. The Works have joined StoreNet and are just waiting for their radio.

Security. Meeting with Ed Guard and we are still on track for extra police on the streets at the beginning of May

Loyalty card. All the new cards are out and Charlie has tidied up the data base.

St. Austell Guide. A media pack is being produced.

Town Flyer. 5,000 went into the Voice on the 22nd March

Advertising. Pirate FM promotion is being use to promote Festival of Fun

Tourist Office Maps. Awaiting artwork.

Lamppost Banners. Planning applied for banners along Trinity St. The cost will be £110 along with a lot of work and justification to the Council.

Festival of Fun. This will cost £1,000 for Swamp Circus £100 for posters and the use of one of the radio promotions. This is a two day event in town with the wider St. Austell area taking part at many different locations.

A Boards. 2 new A boards have been purchased.

2017/2018. There will be no Feast Week, no Banger rally and no Purple Day this year.

Discovery Map and Banner. I have had a meeting with the designer and had the Map stripped back so that it can be amended/update. If we are to go ahead with the large banner finance must be found and must be started as soon as possible.

7. BID Projects:

- **South West in Bloom:** All on track.
- **Security including Storenet Radio:** The radio scheme continues to add value and slowly more users are signing up. We need to re-commence security patrols to cover Policing, this was agreed.
- **Premises- Appearance and Occupation:** No Update
- **Property Owners Forum:** No Update.
- **BID 2 Group:** AM has been canvassing Levy Payers and will continue, the Board need to return their surveys asap.

8. Feedback from various meetings.

- All covered in meeting.

9. AOB :

- AW offered the Barnes Room for BID2 meetings with Levy Payers.
- HN suggested that we could widen the work at WRP with the College for murals etc.

Date of Next Meeting : Tuesday 2nd May at 5-30pm

At the White Hart Hotel.