

Minutes of April Board Meeting

Newquay BID board meeting held at the Headland Hotel on Wednesday 8th April 2015
5.15pm until 6.40pm

Present:

Rachel Craze

Jenny Craven

Daryl Reburn

Colin Paul (left 5.30pm)

Sara Black

Jane Hawkey

Andy Cole (arrived at 5.22pm)

Andy Hanan (arrived at 5.22pm)

Apologies:

Jess Parkin

Johnathan Start

Stephen Hawkey

Other:

Eve Wooldridge – BID Manager

Kate Cortez – Assistant BID Manager

Alice Beard – BID Marketing and Events Co-ordinator

1) Signed:
Name:

2) Signed:
Name:

1. Welcome and apologies for absence

Meeting opened at 5.15pm by RC.

Apologies given from JP, JS and SH.

2. Minutes and Matters Arising

Proposed by AC and seconded by AH that minutes arising from March's board meeting are true and correct.

Matters Arising

I. Choir Festival

EW and KC have looked into the possibility of bringing the management in house and are waiting to hear back from contacts. Still feel that it may be too big a job for the BID team to do without external help.

Sausage and Cider Festival organisers are not able to run the event without more investment so this event will be put on hold until the following year.

Therefore there is money left in the events budget that needs to be used and would like to use it for another event that will increase hotel stays.

RC – I think we need to draw a line under the Choir Festival and look elsewhere. Agreed by JH that it would be too big an event for the BID to manage on its own.

CP left at 5.32pm.

EW – suggestion of using the money to invest in Strictly Come dancing nights in Hotels across the town so they can sell it as a package.

DR – will it benefit the wider community though?

EW – aim of the event is to increase hotel stays

EW – another possible idea is to pay for a synthetic ice skating rink over Christmas.

AC – propose we hold an events meeting and EW to bring alternatives to spend budget on.

II. 20/20 Warranty

5 year guarantee plus Town Council is happy to look into taking it over but will need a break down of costs of who is paying for what. Proposed by KC that there is a 1/3 2/3 split based on the amount of investment by the BID and Town Council.

AH – I was discussed in and whilst a final decision wasn't made no one was against it.

EW – remember initial conversation with Town Council two years ago that there was a £10,000 reserve for maintenance.

III. Cornwall Council missed payments.

EW to resend list of all businesses who were missed by Cornwall Council to board.

A draft letter has been sent to Cornwall Council along with a set of the original rules that they already had.

EW and KC will be seeing all businesses in the next week to let them know that they will be receiving the bill and explain the situation.

IV. Extension of Christmas Lights

AH – problem is that there is no structure in the areas mentioned such as Cliff Road so we would be spending extra budget on structure when we have structures in the town centre that we currently can't afford to put lights on.

EW – what about the possibility of up lighting the Rocklands? SB – brackets can be costly and there will be issues with weather and the quality of projector. Feel it is more important to address gaps in Bank Street.

V. Great Western Beach

RC – Great Western will not be open in time for Whitsun.

AC – feel we should do a press release to make it clear that Newquay is still open for business.

EW – we can do this from the BID and tie it in with launch of Seven. Will also work with Esther and Cornwall Council. We also make it fun so we can get it on to Love Newquay as well.

3. Operational Report

I. Marketing

No questions arising from the operational report.

II. Events

No questions arising from the operational report.

III. Street Environment

No questions arising from the operational report.

AC – There needs to be signage directing people to the East Street toilets.

AH – there should be signs in Bank Street I will look into it.

4. BID Renewal

EW update on BID workshops. 23 businesses in total so far. There will be three more workshops held in the evening for businesses who could not attend the day time workshops. There is one that is being held specifically for Cliff Road businesses as no one attended the first one that was held there.

The next stage after the workshops will be to a written consultation with all of the projects listed with costings so BID members can choose which they'd like to prioritise.

5. Finance

£1,442 remainder left from budget, this figure however is not final as will still need to compare with the final bank statement for the financial year ending March 31st 2015.

£8,000 still outstanding to spend on signage.

SB – I feel this needs to be made simpler before the AGM.

KC to ensure it is simpler and will circulate before AGM.

Estimated income for 2015/2016 is £162,000.

There is still £15,000 remaining that has not been allocated.

SB – I feel that we should keep this as contingency.

AC – what would happen with underspend if BID 2 didn't go through?

EW – possibly allocate to events?

AC – I think we need to make sure we know what we're going to do with the money in case it does happen. We need to know more though about legalities, also need to know what our articles say we can do with it.

Discussion moved to next BID renewal meeting.

6. A.O.B

I. Social Media Training

Is it okay for the BID to underwrite £200 for us to host social media training from Piece of Cake Training? All agreed.

II. Toilet Opening Hours

Discussed in a Newquay Safe Meeting if Newquay BID could pay for the toilets to open past 8pm in the summer? EW needs a cost and whilst the BID can't pay for it this year it could potentially be written into the business plan for BID 2 if the businesses want it but not sure that they'll say yes.

AH – to push for a cost for toilets and extension of Christmas Lights.

III. AGM Format

EW – would like opinions on how I should format this years AGM presentation?

SB – Feel you should concentrate on the last four years not just the last year and keep it straight to the point with facts and figures.

SB – invite Newquay Voice to come along.

EE to present separately.

20 minutes for BID presentation

10 minutes for EE presentation



5 minutes for Chair presentation.

Possible locations to approach: College Lecture Theatre, Newquay Junior, Cinema and Pentire Hotel.

RC – straight after AGM there will be a 20 minute board meeting to appoint a Chair and Vice Chair.

Meeting closed at 18.40pm