

Minutes of March Board Meeting

Newquay BID board meeting held at the Newquay Town Council Chamber on Wednesday
4th March 2015 4.30pm – 6.05pm

Present:

Rachel Craze

Colin Paul

Jess Parkin

Stephen Hawkey

Jenny Craven

Peter Butterly

Darryl Reyburn

Johnathan Start

Andy Cole

Andy Hannan (arrived at 4.50pm)

Apologies:

Sara Black

Other:

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 by RC at 4.30pm

Apologies given from SB

2. Minutes and Matters Arising

It was proposed by PB and seconded by SH that the minutes from January's Board Minutes are true and correct.

All matters arising from January's board minutes had been actioned.

3. Operational Report (**attachment**)

There were no questions arising from the Operational Report that was circulated prior to the minutes.

I. Marketing

i. Proposal to change design provider from Absolute to Oracle

The spreadsheet circulated to the Board shows that the overall design cost throughout the year is £1000 less with Oracle than Absolute. All agreed to change to Oracle.

II. Events

i. Choir Festival Update

The Organisation that was due to be organising the Youth Choir Festival in Newquay have informed us that they no longer have the capacity to manage the proposed event in Newquay next year. KC asks board do we pursue the event or wait until the next year.?

AC – Possibility of writing it into BID 2?

KC – Do we pursue them or wait for another year?

KC – We could potentially reinvest the money into other events such as the Sausage and Cider Festival. We have currently allocated £2000 towards the Sausage and Cider Festival but this may not be enough for the organisers to make it work the first year. We could then write in a plan for the amount we reinvest to reduce over a three year period until the event can stand on its own.

AC – Choir Competition was aimed at filling hotels with people though and the Sausage and Cider Festival wouldn't necessarily do this.

CP – could we organise the Choir Festival and make it smaller?

KC – concerns that we would not have the contacts or knowledge to organise an event of this kind and a smaller one wouldn't fill the Hotels.

AC – would need to see a proposal from the Sausage and Cider Festival before we could reallocate it.

KC to look into the organisation of a Choir Festival and if BID would have the capacity to do so without the Choir organisation. Also to approach QPP for a proposal for the Sausage and Cider Festival.

III. Street Environment
i. Signage Update

First 35 designs have been taken to designers and changes should be completed by next week. There will then be 5 weeks for manufacture and installation of signs.

There have been some problems with planning and contract with 20/20 however letter has been sent to director outlining the problems.

The next step is for KC and EW to write the content for the final signs.

JP – has there been a maintenance budget written in?

KC – to check with 20/20 regarding warranty and also talk to Newquay Town Council regarding maintenance.

AC – who does ownership of the signs lie with?

Concerns from the Board of what will happen to the signs if BID 2 doesn't go through.

KC to approach Newquay Town Council with a proposal for them to take ownership of the signs and ensure that a contract is made between the BID and Newquay Town Council that the signs will not be removed. Proposed by DR and seconded by SH all in favour.

AC – who will be responsible for Busking signs? KC to check with Newquay Town Council who will be responsible for Busking signs.

4. BID Renewal

RC goes through the BID renewal phases with board. No questions arising from this.

KC – would like DR, JC or PB to join Renewal Subcommittee as they are the only directors who will not need to be voted in again in May. DR, JC and PB will all join Renewal Subcommittee.

5. Finance

I. Budget Update

Budget is on track, KC and EW have been working on a cash flow to ensure we're covered until July.

RC, SH, AC, and JH to make up finance committee. JC also to join.

II. 2015-16 Budget and cash flow

Key to colour coding Yellow means the money has left the bank account, red means it has been paid but not on bank statement yet, grey means still need to pay.

III. BID levy Collections

Cornwall Council has not billed approximately 9 businesses for the whole BID period. In the Newquay BID rules it is stated that *"any new ratepayer property created during the lifetime of the BID will be obliged to pay the levy."* This however has not been followed by Cornwall Council.

Proposed by AC that we ask Cornwall Council to pursue the outstanding BID levy but any communications from Cornwall Council must clearly state that it is the mistake of Cornwall Council not Newquay BID. We must also write to Cornwall Council and ask them to treat each business favourably who may have trouble to pay the levy. We will also ask the Council to ensure of us of how we know this will not happen again. Proposed by AC and seconded by SH. All in favour.

KC to ensure a copy of BID rules are sent to Cornwall Council with letter. KC to circulate list of businesses to the board.

6. A.O.B

- I. DR – Is there any more information about the Electric Beach Festival taking place in Newquay? AB to set up meeting with DR, Ben and Iain of QPP.
- II. AH – NTC update

All of the CCTV cameras are being replaced and are going wireless. Trying to have them in place for the start of the season but there are delays at the moment due to Cornwall Council. Some businesses are also being difficult about having the signs reinstated.

The station toilets are currently closed and will stay closed until Newquay Town Council receives the grant they've applied for to either completely refurbish them or reconfigure. There is a community Toilet Scheme available at the Great Western Hotel while they're closed.

AH – there are still problems with the Christmas lights but have more to go up next year and will be replacing broken ones. There is also extra budget to invest next year.

KC – is there money to increase the lights from East Street to Cliff Road?

AH – I'm definitely open to that year, possibility of crossed road lights.

KC to email AH to discuss further.

I. RC – Huer's Hut and Great Western Beach

Fencing is still up around the Huer's Hut as there are steel girders that need to be replaced and will need an alternative. There are plans to possibly block the door to stop people going in but that is the reason why there is still fencing around it.

Entrance to Great Western Beach should be reopened before the end of May in time Whitsun.

AC – Also need the barriers need to be removed to allow access from the Killacourt to Towan.

AH – Jon Goodman had been passed on information from Cornwall Council regarding Towan Pool. CP – the problems will lie with when there is no Life Guard on the beach. How about using a sluice gate to stop the water going in. AH – it would have to be checked every day throughout the year but hopefully JG will make a success of it.

KC – the Aquarium are very concerned because of anti social behaviour and health and safety issues.



Business Improvement District

7. Date of Next Meeting: 8th April
 - I. Apologies given from SH and JP

Board meeting closed at 6.05pm