

A meeting of the Newbury BID Board was held on 18th April, 2019

Attendance:

Russell Downing, Ross Drake, Paula McAuley, Alison Bird, Fiona Crook Smith, Andy Marmot, Graeme Leech, Alastair Chapman and Chris Davies.

1. Welcome

The Chairman welcomed all to the meeting.

2. Apologies

Apologies for inability to attend the meeting were submitted on behalf of Scott Waters, Lindsey Finch, Phil Gray, Andy Day, Andy Murrill, Jean Ince, Hugh Peacocke, Sebastian Court and Mag Williams

3. Minutes of last meeting.

The minutes from the last meeting were approved by Andy Marmot and seconded by Alison Bird

4. Correspondence received.

Hugh Peacock emailed four questions:-

- a) Banner update – HSE are happy with the procedures the BID had in place. We have informed them that no further banner crossing points will be used – they are happy with this.
Costs incurred by the BID were £200 to clear up debris and £250 for minor damage to a car given without liability.
- b) Declarations of interest are on the Visit Newbury Website. Some still need to be returned. Members not returning their forms to be marked as such.
- c) Publishing Minutes – it was agreed that minutes would be uploaded as soon as the new Visit Newbury website was live.
- d) Board Papers – The decision was made that the Board Papers will remain as ‘not for distribution’. The board felt they should be able to discuss freely activities in the town.

5. Managing Directors Report.

The Board considered the report of the Managing Director, which covered a number of areas of activity. A summary of these activities is set out below.

Events – Following a SAG meeting, the BID have hired Clayton White as their Safety Officer and the person responsible for events going forward. He will also attend the larger events.

CCTV – Three cameras in the Market Place are to be replaced with digital cameras. We pay £2.5k maintenance per annum to the cameras and ensure they are functioning correctly.

Commercial Revenue – Laure-Jane has her own ideas going forward, and we have identified lamp post banner spaces which could be utilised.

Cardboard recycling – Continues to go from strength to strength, although the vehicle is currently out of service due to wear and tear. It is hoped to be back up and running shortly.

Pubwatch/Business Watch – Thatcham and Hungerford Pubs are using our DISC system to information share – this is in our interests as offenders banned from one town automatically go to a neighbouring

town. The schemes will remain stand-alone and the agreement is for information sharing only. Thatcham and Hungerford Town Councils are the scheme administrator.

Brand Newbury – The Economic Development Company launch was very well attended and traction is growing.

Indies – Branded shopping bags have been printed again for the next market with a 50% contribution from West Berkshire Council.

Purple Flag – Laurie-Jane asked to Board to consider its value, as it is quite time consuming and costs around £1800. The Board felt it would be questionable to withdraw from the scheme, and added to the awards the town has. Graeme Leech felt we should raise awareness further rather than withdraw.

Laurie-Jane – New BID CEO starts Tuesday 23rd April. Russell has spent time handing over, as have Paula and Laura. Laurie-Jane does not require a temp at this stage.

Cashflow – We are chasing considerable amounts of levy and have lost revenue due to rates appeals and businesses receiving refunds over their listed status. There is also a large loss of business space to residential. Business Watch Revenue – After an initial cash injection there is a lull in funds. However, the radios will be paid for shortly. Chris Davies is still working on the balance sheet for March.

Operations – No one attended the ops walkround but there are signs of work commencing.

Marketing – Instagram in particular is receiving really positive engagement.

Footfall – The cameras are showing conflicting results. Both Indestinate and Springboard are due to review and renew this year.

Vacancy Rates – Are improving in line with the regional and national picture.

KPI – Business Visit summaries have been created using a red/amber/green as a guide to whether they would vote for the next term.

6. A.O.B

At this stage Alastair Chapman left the meeting, and the Board Members were informed of a new Director (Alastair Chapman). Ross Drake asked if there were any other nominations for Chairman, there being none the directors proposed a motion to recommend Alastair as the Chairman for the next two year term. This was ratified by the Board Members present with a unanimous vote. Alastair Chapman re-joined the meeting and was congratulated upon his appointment.

Phil Gray will remain as Vice Chair for the foreseeable future.

Graeme Leech took the opportunity to thank Russell, Paula and Laura for their contribution to the BID, this was echoed by the board members present.

The next Board Meeting will take place on 11th July, 2019 at 10.30 am

