

THESE MINUTES ARE DRAFT UNTIL APPROVED AT THE NEXT MEETING

Minutes of Operations meeting

11am, 13th October 2014, Broadway House

Present:

Russell Downing (RD), Suzanne Young (SY), Graeme Leech (GL), Scott Waters (SW), Jeff Beck (JB), Philip Gray (PG), Lindsey Finch (LF), John Donachey (JD), Mark Cole (MC), Jennie Lyons (JL).

Apologies:

James Allen (JA), Nigel Morrison (NM), Andy Day (AD), Graham Hunt (GH), Pamela Bale (PB), Paul Redman (PR), Caroline Edmunds (CE), Rob Stokell (RB), Jodie MacAndrew (JM), Rachel Craggs (RC), Andrew Cooch (AC), David Pickett (DP), Valerie Witton (VW).

	<i>Item</i>	<i>Action</i>
1	Welcome & Introduction <ul style="list-style-type: none"> All were welcomed and introduced 	
2	Apologies – see above	
3	Minutes of last meeting - Agreed	
4	BID Update <p>4.1 Power supply</p> <ul style="list-style-type: none"> Greenham Common Trust may part fund (along with BID and NTC), following RD's meeting with Chief Executive Chris Boulton, but installation unlikely before Christmas. <p>4.2 Christmas Market</p> <ul style="list-style-type: none"> St Nicolas church vicar very excited; regularly meeting; stalls are food biased currently but playing catch up as traders would not commit until exact location confirmed. RD confirmed (to GL and all) that BID members get 50% discount for a pitch. <p>4.3 Wayfinding</p> <ul style="list-style-type: none"> Monolith refresh installation went well and now completed. JB: positive feedback from Cheap Street. <p>4.4 WiFi</p> <ul style="list-style-type: none"> WBC have agreed the hardware; Telefonica now working on funding; BID supplying potential sponsors. Time line is probably not by Christmas 2014. <p>4.5 Purple Flag</p>	

	<ul style="list-style-type: none"> • Safer Socialising launch last week at The Newbury Pub – an accreditation for individual premises; Police, fire brigade and WBC carry out assessments; • At the launch the Purple Flag was presented to Mayoress Jo Day; awaiting NTC’s decision regarding flying the flag at the Town hall. • Currently doing Press releases to radio and NWN. • P.O.S materials to go to shops. • Newbury is the first town in Berkshire to get Purple Flag status! <p>4.6 Footfall Monitoring</p> <ul style="list-style-type: none"> • The footfall camera is now installed opposite River Island. • First 2 weeks data was quarantined. • We can now compare our data with regional and national picture. • BID will circulate monthly report to levy payers. <p>4.7 Flyposting</p> <ul style="list-style-type: none"> • JD: this is more of a civil nuisance, mostly on empty units; need to get landlords and letting agents on board. • JL: WBC used to do a measuring survey 3x’s yearly but problem reduced now; there is legislation but it’s not been investigated. • Town Walk: the group agreed to do on the next meeting day; a very useful exercise in the past. <p>4.8 BID meetings - RD</p> <ul style="list-style-type: none"> • 2015 meeting dates now on BID website. • Also looking at marketing plans for 2015. • Halloween Hunt: 27/10-1/11 - 19 businesses involved; 3 prizes and Food Festival 1/11-2/11. Both advertised in Primary Times and SY has asked local primary schools to include in newsletters. • LF: Bar Sport item must be outside the premises, in line with licensing. 	
5	<p>Safety & Security</p> <p>5.1 Rangers Report</p> <ul style="list-style-type: none"> • Report received well – no issues <p>5.2 TVP Report</p> <p>Safer Socialising</p> <ul style="list-style-type: none"> • JD summarised Safer Socialising; chosen over Best Bar None as recognised by Association of Crime Reduction Initiatives (also involved with Shop Safe); Best Bar None only includes pubs and clubs, and it’s rigid 	

	<p>framework can impact negatively on the independents; plus high entry fee;</p> <ul style="list-style-type: none"> • Safer Socialising: free first year’s membership. • RD & JD: pubs see it as an additional marketing tool – “scores on the doors”; pubs recently fed back to RD at the launch that a higher hygiene ratings score helps their business. • License holders carry out own fire assessments and are given an action plan and re-assessed if they miss something. <p>Shop Safe scheme</p> <ul style="list-style-type: none"> • JD: Shop Safe is being re-named West Berkshire Business Watch – more formally accredited to include the night time economy; analogue currently being replaced with digital radios, to also include the Retail Park and Sainsbury’s garage at Wash Common. <p>Crime Figures (town centre only – April 14 to present, compared to same period last year)</p> <ul style="list-style-type: none"> • Violent crime down by 31%. • Reduction in theft from cars, shoplifting (Facewatch project, and better links between Police and shop safe) and criminal damage. • Increase in Victoria Park bin fires – JD speaking to NTC. • Increase in cycle theft (adult bikes) – almost doubled – JD speaking to Town Sergeant Andy Bone. • LF: mainly local offenders. • LF: BID can publish figures in BID newsletter (up to August only currently) on a quarterly basis; good news stories for BID levy payers. (LF to break them down). 																					
6	<p>WBC –MC: Park Mark</p> <p>The Park Mark scheme is run by the British Parking Association and recognises public car parks that meet standards offering safer parking for those who use them. The standards cover everything from security, lighting, cleanliness and signage, to response times of attendants, the general condition of the area, ease of access for vehicles and those on foot, and crime statistics. The following car parks now have it:</p> <table data-bbox="292 1724 1177 2022"> <tr> <td>Kennet Centre multi-storey</td> <td></td> <td></td> </tr> <tr> <td>Northbrook multi-storey</td> <td></td> <td></td> </tr> <tr> <td>Central (KFC)</td> <td>}</td> <td rowspan="5">All in the Wharf area</td> </tr> <tr> <td>Corn Exchange (Bear Lane)</td> <td>}</td> </tr> <tr> <td>Library</td> <td>}</td> </tr> <tr> <td>The Wharf</td> <td>}</td> </tr> <tr> <td>Market Street</td> <td>}</td> </tr> <tr> <td>Pelican Lane</td> <td></td> <td></td> </tr> </table>	Kennet Centre multi-storey			Northbrook multi-storey			Central (KFC)	}	All in the Wharf area	Corn Exchange (Bear Lane)	}	Library	}	The Wharf	}	Market Street	}	Pelican Lane			
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	This information can be added to our Purple Flag status. Road Re-surfacing on Bear Lane – begins on 2/11 for 6 weeks, Sundays only.	
7	NTC • No Report	
8	Accessibility, Parking & Transport • No Report	
9	Clean and Green • No Report	
10	<p>AOB</p> <p>MC: Campervans</p> <ul style="list-style-type: none"> 1 visiting campervan owner feels he should be able to park overnight in Newbury car parks: all agreed that this is not possible; too costly to make spaces; use local campsites! <p>JL of WBC Waste Management Services: Town Centre waste bins</p> <ul style="list-style-type: none"> Bins need replacing; showed the group the proposed new cast iron bin; all agreed too costly (£550 plus vat each), heavy; if bumped could fragment and cause danger. <p>Commercial Waste</p> <ul style="list-style-type: none"> JL confirmed that Waste Management will talk to any businesses who leave commercial waste outside for a long time; especially if hazardous to access. JL sought advice on how to respond to a BID levy payer who is unhappy with recycling bins and refuse left outside properties on Pound Street, and reported seeing recycling bins on fire (JD could not recall this ever happening); Highways and a Chartered Legal Executive from Property at WBC have advised the complainant that the land is private, therefore, WBC has no power. LF: BID should not expend any more time on this issue as the area falls outside of the BID area. 	
11	Date of next meeting: 16th February 2015, 11am Broadway House – to do the town walk.	