

# St Austell BID



Business  
Improvement  
District

## **St Austell BID Board Meeting** **Minutes of the meeting held on 30<sup>th</sup> November 2015**

### **Present:**

John Kneller, Giles Bingley, Hayley Newton, Richard Hurst, Roberto Cubeddu, Mark Torr, Dale Lovatt, Noel Krishnan,

**In Attendance:** Annette Miller.

**1. Welcome:** John Kneller welcomed the Board to the December Meeting and emphasised that most of the meeting would be focused on ensuring that all the arrangements for Christmas were in place given that the Christmas Light Switch on is tomorrow evening.

**Apologies:** Mark Lewis, David Pooley, Ameena Williams,

### **2. Minutes of Previous Meeting.**

The minutes of the Board Meeting held on 3<sup>rd</sup> November were reviewed and after a brief discussion regarding the AOB oint raised by Hayley at the last meeting were approved.

### **3. BID Projects**

- **CHRISTMAS:**

Annette and Mark Torr outlined the final plans for Christmas and actions/responsibilities were agreed:

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**Actions for Christmas Light Switch on and Late Night Shopping Tuesdays**

Obtain some extra Gazebo weights	<b>JK</b>
Sandbags for gazebos and road closure signs	<b>Annette</b>
Produce extra directional signs	<b>Roberto</b>
Send Roberto programme and mobile numbers	<b>Annette</b>
Print and distribute programme and mobile numbers to all people collecting signs	<b>Roberto</b>

**Collect from Roberto and put up and take down signs every Tuesday:**

Santa Signs	<b>Mark Torr</b>
Bouncy Land signs	<b>Sunny</b>
More shops this way (Trinity St)	<b>Dale</b>
More shops this way (High Cross St)	<b>Hayley</b>
Snow machine at Tengo	<b>Mark Torr</b>
Free Parking signs in Priory Car Park at 4pm	<b>Mark Torr</b>

**Road Closure signs and sand bags- put up and take down:**

Seven Stars (8 <sup>th</sup> , 15 <sup>th</sup> and 22 <sup>nd</sup> )	<b>Sara</b>
White Hart	<b>Ameena/W H Team</b>
Fore Street	<b>Annette</b>
Biddicks Court	<b>Sunny</b>
Vicarage Hill	<b>Ameena/W H Team</b>

**Area Coordinators/ look outs each night:**

Vicarage Place	<b>Ameena/W H team</b>
Church and that end of Fore Street	<b>Mark Torr</b>

Seven Stars (reindeer and/or donkeys, 8 <sup>th</sup> ,15 <sup>th</sup> ,22nd)	<b>Sara</b>
Fore Street (Poundland to Subway)	<b>Mark Lewis</b>
Biddicks Court	<b>Sunny</b>
Trinity Street	<b>Dale</b>
Market House	<b>Jackie K/JK</b>
WRP	<b>RH and Team</b>
Switch on 1 <sup>st</sup> Dec 5-30pm to 6-30pm	<b>JK/AM/RH/D Pooley</b>

## Light Switch On at 6-00pm

**Make sure everybody has fun and more importantly - stays safe.**

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- **South West in Bloom:** Paul Bourton has requested planting a container near his premises to match the BID colour and planting scheme, this was agreed. WRP are using the buckets for Christmas displays. Final plans and costings to be finalised for discussion in January.
- **Cost Savings:** JK outlined that he had met with Cornwall Council and was investigating working together with other Cornish BIDs.
- **Security, Cleanliness and Shopwatch Radio:** Over 40 radios have been installed and had already proven useful. It was agreed to review progress and discuss the BID Levy Payer rebate scheme and timings at the next meeting.
- **Premises- Appearance and Occupation:** Hayley reported that a very useful meeting of this group has taken place and a list of key target retailers was being drawn up with a view to written approaches in 2016.

**4. BID Manager Update:** All points had already been covered.

## **5. Feedback from Various Meetings:**

JK updated the meeting regarding a meeting he had attended at Eden called "Connecting Cornwall". He met a number of senior managers from the local press who confirmed that they would help to throw a more positive light on St Austell during 2016.

JK updated that we remain in dialogue with Cornwall Council regarding Coach Parking facilities in the Town Centre and this was in conjunction with the Town Council, CoC and local MPs office. There is another meeting scheduled for December.

## **6. BID Finances:**

Giles distributed the Management Accounts for 8 months to the 30<sup>th</sup> November 2015 which continue to run in line with expectations. It was agreed to review the Shopwatch radio rebate timing in January.

## **7. AOB**

RH asked what the position is with the proposal from Heligan for planting the walls on the Wilko Corner, JK agreed to follow up.

**Date of Next Meeting : Tuesday 5<sup>th</sup> January**