

# St Austell BID



Business  
Improvement  
District

## St Austell BID Board Meeting

### Minutes of the meeting held on 3<sup>rd</sup> February 2015

**Present:** Chris Witt (Chairman), John Kneller (Vice Chair), Giles Bingley (Finance Director), Carl Lamb, Mike Coles, Annette Miller, Hayley Newton, Ameena Williams, David Pooley, Mark Lewis

**1. Apologies:** Richard Hurst, Colin Glanville, Paul Scott, Sallie Polmounter (resigned from the board)

#### **2. Minutes of Last Meeting**

The minutes of the meeting held on 6<sup>th</sup> January were amended and approved.

#### **3. BID Manager Update**

##### **Town Guide**

Carl has sent a brief to the publishers updating the guide ready to be reprinted and delivered before Easter.

##### **Town App**

Annette and Carl have input all the required data onto a spreadsheet which is currently being uploaded ready to go live after testing.

##### **BID Surgery**

Three people came to the last BID surgery. The next one is scheduled for 18<sup>th</sup> March, 1pm at Burton House.

##### **2015 BID Levy Bills**

Carl has produced a summary of financial arrangements to be sent out with the levy bills.

##### **Window Graphics**

Carl is currently working on new graphics for Clinton Cards.

#### **4. BID Finances**

See attachment.

Carl is going to invoice Cornwall Council for £3,500 and Giles is going to analyse PR and advertising overspend for next board meeting.

**Action: Giles, Chris and Carl are going to prepare a budget for approval at next board meeting.**

#### **5. BID Projects**

## **Marketing & Events**

The last meeting for the team was 22<sup>nd</sup> January. It was agreed that the next event would be on Easter Saturday, 4<sup>th</sup> April and would be an extension of *Tanya's Courage* annual *Purple Fest* event.

The BID is also working with Councillor Sandra Hayward on an event celebrating the Centenary of Truro Road Park on 15<sup>th</sup> August.

**The next meeting to discuss Christmas 2015 is 16<sup>th</sup> February.**

## **Town Security & Premises Occupation**

David Pooley is negotiating with radio system suppliers to provide a system to connect the town with White River Place and the Newquay CCTV suite and is waiting on another quote.

David is still waiting for Cornwall Council to transfer the CCTV system to St Austell Town Council.

## **Finance & Cost Savings**

Mark has been in touch with a utilities group and will feedback at the next board meeting.

## **6. South West in Bloom**

The board discussed involving the community and holding a competition for local schools to get involved.

The board agreed in principle to the South West in Bloom Team having an extra £3,000 subject to detailed costings by next board meeting.

## **7. AOB**

To aid relations between the BID and town council, David Pooley is going to invite the town councillors to nominate someone to attend the BID board meetings.

The Market House needs £1,600 to install brown tourist signs. The Market House CIC will underwrite this amount and will then look for a contribution from the BID and town council.

**Action: Mike Coles is going to draft a response to the Higher Trewiddle Farm development to circulate for the board to approve.**

**Action: John Kneller is going to ask the developers to present their plans to the BID board.**

Hayley expressed her concern about the number of people loitering outside the town centre Chemists waiting for prescriptions. Cllr Heyward is going to bring it up at the town security group meeting.

Chris requested that the BID circulate a letter from SABEF who are looking for founder members to fund the development of a new St Austell bay website.

**Action: Chris is going to forward the letter to Carl to circulate to the BID levy payers.**

**The meeting closed at 8pm**

**Date of next meeting: Tuesday 3<sup>rd</sup> March 2015. 5.30pm at the White Hart Hotel.**