



Weymouth BID Ltd

Notes of Steering Group Meeting

Date: **Monday 19th March 2018**

Time: **17.30**

Location: **The Palm House**

Item	Details	Action
	<p>Attendees:</p> <p>Claudia Moore – BID COO Helen Toft – BID Admin Mehdi Rezaei – Crustacean Restaurant Graham Perry – The Bridge Fair Trade Shop Dave Hiscutt – Londis Roger Mortimer – Roger's Coffee Shop Nigel Sims-Duff – Palm House Shaun Hennessey – Gunz Barbers Dennis Spurr – Fantastic Sausage Factory Nigel Shearing - WeyProgress</p>	
1.0	<p>Welcome</p> <p>CM welcomed the members of the group.</p>	
2.0	<p>Notes of the Previous Meeting</p> <p>No corrections were made and the notes of 12th March meeting were agreed as a true record.</p>	
3.0	<p>Apologies:</p> <p>Steven Bassett – Londis/Rock Shop Trevor Hedger – W&PBC</p>	

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	<p>Ian Ferguson – Weyline Taxis</p> <p>Steve Crane – Harbourside Café</p> <p>James Farquharson – Councillor</p> <p>Angelo Fichera – Boho Gelato</p> <p>Amy Burton – The Nook</p> <p>Chris Truscott – McDonalds</p>	
<p>4.0</p>	<p>Actions from the Previous Meeting</p> <p>Following on from the meeting CM has amended the Very Draft Business Plan to reflect the new Headings and listed the items that the group suggested went in the plan.</p> <p>Copies of the Poll results from the Communities has been sent to the group there were 161 replies. There were 71 levy payer replies.</p>	
<p>5.0</p>	<p>The potential to change BID geographical area and BID levy in certain areas</p> <p>Discussion took place about the existing BID area and how it is hard to justify to some of the outlying businesses what benefit the BID can bring to them. It was decided that businesses at Overcombe Corner, that were on the opposite side of the road from the beach would not be included as well as the businesses along Preston Road. It was felt that the holiday parks should be included but this decision to be finalised once CM as met with Haven to discuss what they think of the BID. Changing the area boundary around Overcombe and up to Chalbury Corner would exclude 10 small businesses.</p> <p>Discussion took place about following the lead of other BIDs and charging a different levy for different geographical areas but it was decided that this would not be fair and would lead to lots of challenges from businesses. The same was felt about setting different levies for different types of businesses. Therefore it was agreed that all businesses across the whole geographical area would pay the same levy of 1.5% as previously.</p>	
<p>6.0</p>	<p>Accessibility – Should we include this in the business plan</p> <p>CM asked if the Business Plan should place more emphasis on Weymouth becoming more accessible to people with disabilities. After discussion it was agreed that BID2 should endeavour to support businesses to become more accessible but it was not the role of the BID to police regulations on accessibility.</p>	

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7.0	<p>Business Plan</p> <p>NS felt that the list of items under the heading 'We Engage' was too long and that there needed to be a clear explanation of what the heading stood for and an indication of the type of items that would come under that heading rather than just a list. NS offered to look at the various headings in the draft business plan and to work them in to a more understandable format.</p> <p>There was little difference in the poll results from the community replies to those of the levy payers and no changes needed to be made to the list of items to be included in the plan that had already been agreed.</p> <p>It was noted that markets and community safety were strongly supported in both sets of results as was improving the area around the train station.</p> <p>Discussion took place about the new zones and where the boundaries would lie. it was agreed that all the Business Plan needed to say was that there would be 6 zones across the town and these would be defined and named after more consultation once BID2 was in place. It was not possible at this stage to stipulate a set amount of the budget to be allocated to a particular zone but there would be support for Funding Applications from each zone to improve their areas and these would be looked at by the Board.</p> <p>Discussion took place about the 3 examples of successful BID Business plans send out by CM and the opinion from everyone who had looked at them was that the Poole Business Plan was the clearest and most pleasant to read. CM confirmed that the Board had agreed that an external consultant who had assisted in the preparation of the Poole business plan would be working with the BID to fine tune the plan once the Steering Group and the Board had agreed it. The consultant has also worked on the successful Torquay and Weston-Super-Mare BIDS.</p> <p>With the regard to the budgets for the various projects, JF and BID Chairman, Richard Lamb have agreed to meet and look at allocating amounts under the new headings for the next meeting</p> <p>It was felt that there needed to be more of a strategic five year plan within the business plan but without tying specific projects to specific years. It was suggested that projects needed to be prioritised and allocated a percentage of the budget according to importance.</p> <p>There were questions about the viability of the 'WE' brand but it was decided that it was too late at this stage to change it. One member who was on the original steering group advised that a lot of work and consultation was done to come up with the brand at the beginning.</p> <p>There was criticism of the cost of the website and it was repeated that all contracts would be reviewed at the start of BID2 and it would be decided then by the Board whether to continue with the website and if so there would be a tendering process to be followed.</p>	

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	<p>There was concern amongst the group that they needed to see a more finalised Business Plan before being able to say they were happy with it. CM reminded the group that she can only include what they tell her that they want to see and it was agreed that everyone would go away and study the draft business plan.</p> <p>NS agreed to streamline the existing business plan and a working document would be put on Google Docs to be accessed by all and comments to be added by the end of the day on Friday. CM would then work on a final version to send to the group by the end of Monday for consideration at the next meeting.</p> <p>A budget has to be recommended within the plan so meetings to work on that will be taking place during the week.</p> <p>Another meeting was scheduled.</p>	
<p>9.0</p>	<p>Date of Next Meeting Tuesday 27th March</p> <p>The next meeting will be final one for the Business Plan and at the end of it <u>there must be</u> an agreed business plan to submit to the Board for approval.</p> <p>The meeting will take place at the Palm House and start at 17.30.</p> <p>An additional meeting will be needed once the Business Plan is completed to look at the Articles of Association.</p>	
	<p>Postscript :</p> <p>A copy of the very draft business plan has been seen by someone outside of the steering group who is a levy payer and has made a suggestion for an amendment to one of the paragraphs which upon consideration CM has amended. However, please be reminded that the details of the business plan are not supposed to be shared with anyone outside the group.</p>	