



Weymouth BID Ltd

Minutes of Board Meeting

Date: **Friday 22nd March 2019**

Time: **10.00**

Location: **Pilgrim House**

Item	Details	Action
	<p>Attendees and Apologies</p> <p><u>Present: Board Members :</u> Chairman, Richard Lamb (RL) Kings Arms, Nothe Tavern, Boot Inn Vice Chair, Ian Ferguson (IF) Weyline Taxis, Bee Cars, Streetcars Chris Truscott (CT) McDonalds Dennis Spurr (DS) The Fantastic Sausage Factory Julia Cohen (JC) Weymouth College Tamsin Mutton-McKnight (TM-M) Sealife Centre, Merlin Lynne Fisher (LF) St John's Guesthouse</p> <p><u>Present: Non Board Members:</u> Claudia Moore (CM) BID Chief Operating Officer Edward Warr (EW) Town Centre Manager Cllr Richard Kosior (RK) W&PBC Cllr Richard Nickinson (RN) W&PBC</p> <p><u>Present for Part of the Meeting</u> Roger Stockley – BID Levy payer</p>	
1.0	Welcome	
2.0	<p>Apologies:</p> <p>Stephen Bassett (SB) Londis John M Sutton (JMS) Redcliff Guest House Jonathon Oldroyd (JO) Gloucester House Hotel</p>	

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	Trevor Hedger (TH) WPBC Senior Economic Regeneration Officer	
3.0	<p>Guest Presentations</p> <p>Roger Stockley owner of Belles Bakers talked to the board members for 20 minutes about his concerns, which are:</p> <ul style="list-style-type: none"> • There needs to be a way for a group of levy payers to influence the direction of the board without becoming members. • There should be interim EGMs every time a new member is appointed. • There is an issue with trust. • Wants to find a way to work with the board on behalf of the 50 or so dissatisfied levy payers. • The BID should be marketing the town. • Funding Applications need to be scrutinised more closely and not just approved. • The BID should be funding £5000 of new Christmas lights each year. • The BID should be looking at digital information columns. <p>Response from the Board:</p> <ul style="list-style-type: none"> • The Board encouraged RS and other levy payers to either become members/ join working groups/ attend occasional board members to influence the direction of the board. • Weymouth BID will work with the new marketing company to both advertise the town effectively and to introduce a forum for levy payers to discuss funding applications, however the BID Board do scrutinise each funding application closely. • The BID is working alongside the Community Christmas Committee to look into infrastructure for Christmases going forward. • CM will continue to look at options and costs for digital information posts. • Having EGM's every time a new director is appointed would mean changing the articles of association and can be discussed at the AGM by members. 	
4.0	<p>Minutes of last Meeting</p> <p>The minutes were agreed as a true record and signed by RL.</p>	

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4.1	<p>ACTIONS FROM LAST MEETING</p> <table border="1" data-bbox="272 271 1297 1178"> <thead> <tr> <th data-bbox="272 271 384 309">Item</th> <th data-bbox="384 271 1297 309">What</th> </tr> </thead> <tbody> <tr> <td data-bbox="272 309 384 347">5.0</td> <td data-bbox="384 309 1297 347">All to work on a Lobbying Policy – Coming to next mtg</td> </tr> <tr> <td></td> <td data-bbox="384 347 1297 385">CM to Send parking survey to levy payers</td> </tr> <tr> <td></td> <td data-bbox="384 385 1297 423">RL/HT to restructure agenda - done</td> </tr> <tr> <td></td> <td data-bbox="384 423 1297 461">All to investigate the success of CSAS scheme</td> </tr> <tr> <td data-bbox="272 461 384 539">7.0</td> <td data-bbox="384 461 1297 539">CM/SB to meet with bookkeeper – Mel in BID office once a wk</td> </tr> <tr> <td data-bbox="272 539 384 618">8.0</td> <td data-bbox="384 539 1297 618">CM to present a report on Forum for next meeting – coming up</td> </tr> <tr> <td></td> <td data-bbox="384 618 1297 685">KT to look at NTE strategy and report and amendments – CM to send to RL for approval</td> </tr> <tr> <td></td> <td data-bbox="384 685 1297 763">CM seeking quotes for heritage apps – leaflet being done first</td> </tr> <tr> <td></td> <td data-bbox="384 763 1297 842">All board members to keep notes of any BID related meetings and share with CM</td> </tr> <tr> <td data-bbox="272 842 384 954">9.0</td> <td data-bbox="384 842 1297 954">Nigel Shearing no longer running Weyprogress, CM to look into its continuation – meeting after new Town Council in place</td> </tr> <tr> <td data-bbox="272 954 384 992">10.0</td> <td data-bbox="384 954 1297 992">CM to contact unsuccessful funding applicants - done</td> </tr> <tr> <td></td> <td data-bbox="384 992 1297 1059">CM and RL to meet Harbour Master re funding application – coming up</td> </tr> <tr> <td data-bbox="272 1059 384 1097">11.0</td> <td data-bbox="384 1059 1297 1097">HT to progress hanging basket project – coming up</td> </tr> <tr> <td></td> <td data-bbox="384 1097 1297 1135">CM to notify World of Markets of approval of date - done</td> </tr> <tr> <td></td> <td data-bbox="384 1135 1297 1173">NYE 2019 KT to submit funding application</td> </tr> </tbody> </table> <p data-bbox="272 1196 868 1234">Parking to be included on future agendas.</p> <p data-bbox="272 1245 1246 1283">Invite new council brief holder for parking to attend the May meeting.</p>	Item	What	5.0	All to work on a Lobbying Policy – Coming to next mtg		CM to Send parking survey to levy payers		RL/HT to restructure agenda - done		All to investigate the success of CSAS scheme	7.0	CM/SB to meet with bookkeeper – Mel in BID office once a wk	8.0	CM to present a report on Forum for next meeting – coming up		KT to look at NTE strategy and report and amendments – CM to send to RL for approval		CM seeking quotes for heritage apps – leaflet being done first		All board members to keep notes of any BID related meetings and share with CM	9.0	Nigel Shearing no longer running Weyprogress, CM to look into its continuation – meeting after new Town Council in place	10.0	CM to contact unsuccessful funding applicants - done		CM and RL to meet Harbour Master re funding application – coming up	11.0	HT to progress hanging basket project – coming up		CM to notify World of Markets of approval of date - done		NYE 2019 KT to submit funding application	
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5.0	Financial Report																																	
6.0	<p data-bbox="272 1473 400 1512">Improve</p> <p data-bbox="272 1545 1235 1615">Night Time Economy Update – Keith Treggiden has retired from the Board due to other commitments so no update on NTE.</p> <p data-bbox="272 1619 938 1657">Jamie Crage taking over as interim Pub Watch</p> <p data-bbox="272 1659 1238 1697">Suggested that CM contact the briefholder for Night Time Economy.</p> <p data-bbox="272 1700 676 1738">R.L. will be picking up N.T.E</p> <p data-bbox="272 1765 1294 1870">Day Time Economy Update – CT did walk around the town with John Sellgren the ‘Place Director’ of Dorset Council and representatives from the Police, highways and planning, and the Town Clerk Jane Biscombe.</p> <p data-bbox="272 1904 1002 1942">They looked at the signage, seating, public spaces.</p> <p data-bbox="272 1975 1174 2045">Talked about the challenges facing the town and improving and marketing.</p>																																	

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	<p>Looking at co-locating the Police and CSAS officers.</p> <p>Create more dwell time by improving seating.</p> <p>Get a public consultation on what the town should look like.</p> <p>Jane Biscombe keen that Town Centre Manager should drive improvements.</p> <p>Licencing to tighten up on outside seating and A frames around town. Provide Best Practice guide on both. Highways to take on A board responsibility.</p> <p>Policing and town safety – a one-page document to be produced showings who's who and where responsibility lies for different aspects of community safety.</p> <p>Busking to be licenced and organised.</p> <p>A member of the BID should be on the Melcombe Regis Board.</p> <p>Hanging Baskets Update – letters and forms delivered to all businesses on the approved list. Follow up taking place for formal consent. Have until end of March to get list complete. Over 200 baskets to go in King Street, Westham Road, Great George Street, St Thomas Street, St Mary Street and Bond Street.</p> <p>CSAS/ Esplanade Improvement - Quotes are being got for bunting for Esplanade businesses where baskets are not suitable. Two CSAS officers are now in place and issuing fines. They are visible around the town.</p>	
7.0	<p>Market</p> <p>Interviews of 6 Marketing companies took place three weeks ago. It was the recommendation of the interviewers that Digital Storm should be employed. They are an award winning Dorset Company with experience of working with BIDs as well as large and small clients including charities. www.digitalstorm.co.uk TM-M proposed Digital Storm and there was unanimous agreement.</p> <p>Key Performance Indicators would be agreed early on with Digital Storm against which to measure their year one progress.</p> <p>RL thanked TM-M for her time leading with the recruitment process.</p> <p>Action: CM to contact Digital Storm.</p>	

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	<p>Heritage Update – CM has been working with Graham Perry and looking at history leaflets. There could be a History section (micro site) on the WAW website which can be discussed with Digital Storm.</p> <p>Farmers Market Update – the company is waiting for highways permissions.</p>	
8.0	<p>Governance and Engagement</p> <p>Procedure for AGM Voting – Lynne Fisher, John Sutton, Jonathan Oldroyd will be formally elected by the members. Ian Ferguson, Tamsin Mutton-McKnight, Julia Cohen and Richard Lamb will stand for re-election. Board members asked to sign and return the Notice to Stand for Election form ASAP</p>	
9.0	<p>Funding Applications</p> <p>RNLI – requested for money for berthing fees for HMS Pickle visiting for the centenary celebrations. As this is one of the wealthiest charities in the country it was considered unnecessary to support this application.</p> <p>Harbour Master – request for money to upgrade and modernise the electricity supply points around the harbour that are used for harbourside events throughout the year. CM and RL met with the Harbour Master to discuss the details. The request was unanimously supported.</p> <p>Wessex FM, Bunny Hunt – money was requested to support the bunny hunt across Weymouth for the Easter holidays. Considered good value and essential to have something taking place at Easter. Wessex to be asked to mention the BID support on the air whenever promoting the Bunny Hunt. Unanimous support.</p> <p>Jurassic Coast Partnership – invitation to join as a member £250 annual fee. Board unanimously rejected.</p> <p>Jurassic Bike Trail – request for funding to help produce leaflets for a bike trail being run by bike hire company. Did not fit in with goals of the business plan and rejected.</p> <p>CSAS Officers – funding of £10,000 being requested for the continued support of the officers. CT to meet with Peter Davies to get more details and report to next meeting.</p> <p>Action: CT to meet with P Davies and report to next meeting about CSAS officers.</p> <p>Weymouth Rotary Club, Weymouth Carnival – they are asking the BID to underwrite the carnival for the next 3 year. Starting with £40,000, this year. £30,000 next year and £20,000 the following year. If the BID do not underwrite this the Rotary Club is unable to proceed. More discussion needed before a decision can be reached. RL will speak to all Directors individually before next meeting.</p>	<p>CM to inform applicants</p>

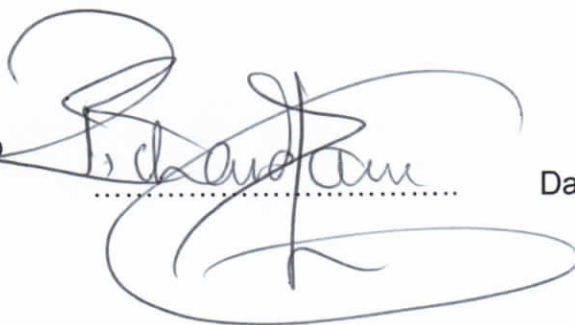
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	discussion needed before a decision can be reached. RL will speak to all Directors individually before next meeting.	RL
10.00	AOB None	
11.00	Agenda Items for next meeting	
12.00	Date of next Meeting The next meeting will be on 12 th April from 10.00 – 13.30 at Pilgrim House Following meetings: 17 th May, 7 th June, 28 th June	
	Meeting ended – 13.45	

ACTIONS FROM THIS MEETING

4.0	Include Parking on Future agendas	ASAP
4.0	Invite Parking Briefholder of new council along to meeting May	
6.0	NTE meetings with KT, CM and RL	ASAP
7.0	CM to inform successful marketing company	ASAP
8.0	Election forms to be signed by all and returned to HT	ASAP
9.0	CM to inform funding applicants of outcomes	ASAP
9.0	CT to meet with P Davies about CSAS officers	ASAP
9.0	RL to speak to all directors regarding Carnival	Nxt Mtg

Signed as a true record by

Richard Lamb
Chairman



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Date

12/4/2019
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