



**Weymouth BID Ltd**

**Minutes of Full Board Meeting**

Date: **Wednesday 8<sup>th</sup> November 2017**

Time: **09.00**

Location: **Real World Services Boardroom, St Albans Chambers,**

Item	Details	Action
1.0	<b>Welcome</b>	
2.0	<p><b>Attendees and Apologies</b></p> <p><u>Present: Board Members :</u> Steve Newstead (SN), Ian Ferguson (IF),</p> <p><u>Present: Non Board Members:</u> Helen Toft (BID Admin) Richard Kosior (RK), Trevor Hedger (TH), Edward Warr (EW)</p> <p><u>Apologies:</u> Cllr James Farquharson, Jen Owen (JO) Tamzin Mutton-McKnight (TM-M), George Flood (GF), Simon Newport (SN2)</p> <p>This meeting was not Quorate so no decisions could be made on matters arising.</p>	
3.0	<p><b>Minutes of last Meeting 13<sup>th</sup> Sept 2017</b></p> <p>The minutes were agreed as a true record and were signed by SN</p>	
4.0	<p><b>Actions from the previous meeting</b></p> <p>No matters arising</p>	
5.0	<p><b>Financial Report</b></p> <p>The report was not available in the meeting but is included with these minutes.</p>	

Item	Details	Action
6.0	<p><b>Renewal Update Report</b></p> <p>The BID 2 Interim Business Plan has been printed and will be sent out to the levy payers in the next couple of days. Also included is a questionnaire. This is the link to the documents <a href="http://www.weymouthbid.co.uk/go.to/BID2">http://www.weymouthbid.co.uk/go.to/BID2</a></p> <p>Following the feedback on the Interim Business Plan a final version of the plan will be produced.</p>	
7.0	<p><b>Funding Applications</b></p> <p>7.1 Friends of Rodwell Trail – meeting not quorate. <b>Action:</b> Papers to be sent out to Board Members for a decision.</p> <p>7.2 TIC – Chris Steadman – meeting not quorate. A very sketchy application had been submitted and the BID admin to go back to Mr Steadman and ask for a proper application with supporting documents.</p> <p>Discussion took place about the viability of a TIC in the town. EW suggested a community volunteer shop opening as a TIC.</p> <p>TH stated that the Dorchester TIC costs West Dorset Council £80,000 net. There has been a 10,000 drop in visitor's in last 5 years.</p> <p>It was suggested that a Survey Monkey be sent to businesses and see who want to be TIP. <b>Action:</b> BID to send out survey.</p> <p>Providing better signage, town centre WiFi and interactive digital tourist information points was included in BID2 Interim Business Plan.</p> <p>It was suggested that a Tourism Partnership meeting should look at the TIC idea. <b>Action:</b> Board Members who sit on the Tourism Partnership to take the TIC idea to that group.</p>	<p><b>Admin</b></p> <p><b>SN</b></p>
8.0	<p><b>Marketing and Promotion - We are Weymouth Report</b></p> <p>On average there are over 7,000 visits to the WAW website a week.</p> <p>New car par machines expected. Will record who comes in and how long they stay.</p> <p>Springboard and noggin explained. Noggin up last week. Take info to people for sponsorship the features are impressive.</p> <p>Discussion about how much money is taken in town. Blind accounting on tills which measures if more money is spent.</p> <p>SN suggested that businesses were asked if they wanted to mentor other businesses.</p> <p>BID 2 B.P. will include customer services courses.</p> <p>WAW should be Limited open and £25 a share. More info?? IF</p> <p>EW wanted clarification on his message about the BID to share when out on his job. The money from the Levy is spent directly on the town.</p>	

Item	Details	Action
	<p>Council tax is not always spent locally and some goes into central government.</p> <p>When BID website revamped most of the queries can be answered online.</p> <p>Monetise website for next BID. It currently costs 45 – 50K a year to maintain the website.</p>	
9.0	<p><b>Projects/events Update</b></p> <p><b><u>Feast:</u></b></p> <p>The feedback so far is that numbers are good for Feast participants.</p> <p><b><u>Christmas:</u></b></p> <p>Ice rink planning is going well. Staff provision is in place. The rink will be open every day from 1<sup>st</sup> Dec. For more details <a href="http://www.weareweymouth.co.uk/christmas/">http://www.weareweymouth.co.uk/christmas/</a></p> <p>Santa grotto. Asda is this year's Gold sponsor. Possible business for new BID levy area.</p> <p>Late night New Year's Eve buses First Group will put on . £500 agreed as support funding.</p> <p>It was mentioned that another Dorset town does a living advent calendar with a new shop unveiling a special display in their windows each day. Research needed.</p> <p>A Christmas debrief meeting will take place in January.</p> <p><b><u>Events 2018</u></b></p> <p>The Roarsome Dino day will be repeated for Easter and half term on line event is being considered.</p> <p>EW asked about possible impact assessments for events within the town. Though these are possible they are very expensive and footfall data is the current indicator used. Car parking meters within the town will at some point be able to record on what dates people visit and how long they stay.</p>	
10.00	<p><b>Town Centre Manager Ideas and Queries</b></p> <p>Night time economy, purple flag award. Like blue flag beaches, awarded for lowering the for crime rate down, etc, awarded to the town. £5,000 from BID, £5,000 needed from Graham Dugan. Sue Moore lady who will do paperwork.</p> <p>Street Pastors, run a campaign to keep harbour safe with RNLI.</p> <p>Wifi Easy PC, Phil has offered help getting Wifi around town. 9 months for Dorchester to get WiFi and still not live.</p>	

Item	Details	Action
	<p>New sign posts. Meeting with SN and Paul Mills to look at signage report and discuss plans.</p> <p><b>Action:</b> Set up meeting between BID and EW</p> <p>Busking – provide busking spots around town that can be paid for. BID would support the idea but Council approval needed and licencing approval. Currently the unregulated Brass Band who busks outside Boots hear aid centre stops Boots being able to run their hearing tests because of the noise. More regulation required.</p> <p>Clipper – EW spoke to JLL Management Company get front part tidied and cleaned up.</p> <p>Toilets – McDonalds - according to their planning regs their toilets can be used by public. What is the policy on public toilets? New one going on esplanade. Free to pee scheme. Councillors confirmed that Toilets are a non statutory requirement.</p> <p>Possible second BID to take control of the toilets. Swanage, has a pay to use toilets scheme.</p> <p>Historical Passes UK, put on historical tours and are interested in coming to Weymouth to run tours. Suggested EW speaks to Charlie Sheppard, W&amp;PBC tourist dept.</p>	<p><b>SN/E W</b></p>
11.00	<p><b>Update on Recruiting</b></p> <p>A shortlisting meeting is taking place on 8<sup>th</sup> November. There were several expressions of interest and 3 strong candidates. Selected candidates will be interviewed on 22<sup>nd</sup> November.</p>	
10.00	<p><b>Agenda Items for Next meeting</b></p> <p>None were suggested</p>	
11.00	<p><b>Any Other Business</b></p>	
12.00	<p><b>Date of next scheduled Meeting –</b></p> <p><b>All future meetings will take place 09.30</b></p> <p><b>Proposed dates for 2018 - these will take place monthly until the BID renewal takes place.</b></p> <p><b>Wed Jan 10<sup>th</sup>, Wed Feb 7<sup>th</sup>, Wed Mar 7<sup>th</sup>, Wed April 4<sup>th</sup>, Wed 9<sup>th</sup> May</b></p>	

### Summary of agreed actions

Item	Action	Who	When
7.1	Papers for a Funding Application from Friends of Rodwell Trail to be sent out to Board Members for a decision.	Admin	asap
7.3	BID to send out Survey Monkey survey re TIC in town.	SN	

Signed as a true record by

Steve Newstead (Chair) .....



Date 10/1/2018 .....