



Weymouth BID Ltd

Minutes of Board Meeting

Date: **Friday 4th October 2019**

Time: **10.00**

Location: **Pilgrim House**

Item	Details	Action
	<p>Attendees and Apologies</p> <p><u>Present: Board Members :</u></p> <p>Chairman, Richard Lamb (RL) Nothe Tavern Vice Chair, Ian Ferguson (IF) Weyline Taxis, Bee Cars, Streetcars Tamsin Mutton-McKnight (TM-M) Sealife Centre, Merlin Lynne Fisher (LF) St John's Guesthouse Jonathon Oldroyd (JO) Gloucester House Hotel Ron Challiss (RC) – The Waterloo Chris Truscott (CT) McDonalds Roger Stockley (RS) – Belle's Bakery</p> <p><u>Present: Non Board Members:</u></p> <p>Claudia Moore (CM) BID Chief Operating Officer Edward Warr (EW) Town Centre Manager Graham Perry</p>	
1.0	<p>Welcome</p> <p>RL welcomed those present</p>	
2.0	<p>Apologies for Absence</p> <p>Stephen Bassett (SB) Londis Cllr David Gray Weymouth Town Council</p>	

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3.0	Guest Presentations N/A													
4.0	Declaration of Interest Belle's Bakery is a supplier to The Palm House Café													
5.0	Minutes of last Meeting August 2019 The minutes were agreed as a true record and signed by RL. The Board agreed to send CM items for the strategy meeting agenda on 10 th October 2019.													
5.1	<p>ACTIONS FROM LAST MEETING</p> <table border="1"> <thead> <tr> <th>Item</th> <th>Action</th> </tr> </thead> <tbody> <tr> <td>7.0</td> <td>2020 Hanging Basket area to be discussed at Sept meeting. – To be moved to next meeting</td> </tr> <tr> <td>7.0</td> <td>HT to arrange bunting visit dates for visits with JO/RC</td> </tr> <tr> <td>10.0</td> <td>Claudia to contact Activate with decision and ask them to fill in Funding Application form. - Completed</td> </tr> <tr> <td>10.0</td> <td>CT/SB to meet with Just Racing and report back to next meeting. - Completed</td> </tr> <tr> <td>11.0</td> <td>It was agreed by the board that they would discuss this in more detail at the Strategy meeting on 26th September. CM to pass on concerns to Digital Storm.</td> </tr> </tbody> </table>	Item	Action	7.0	2020 Hanging Basket area to be discussed at Sept meeting. – To be moved to next meeting	7.0	HT to arrange bunting visit dates for visits with JO/RC	10.0	Claudia to contact Activate with decision and ask them to fill in Funding Application form. - Completed	10.0	CT/SB to meet with Just Racing and report back to next meeting. - Completed	11.0	It was agreed by the board that they would discuss this in more detail at the Strategy meeting on 26 th September. CM to pass on concerns to Digital Storm.	
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6.0	Financial Report MB and CM to look at the budget for 2019/20 on 18 th October													
7.0	<p>Improve</p> <p><u>Nighttime Economy/Pubwatch/Purple Flag</u> – BID team have been chasing Dorset Council for a legal response on sitting out areas. Survey to be sent out ASAP to levy payers on TRO requirements.</p> <p><u>ShopWatch</u> – Dave Hiscutt to contact CM for next steps</p> <p><u>CSAS/Police</u> – There has been a multi-agency meeting to discuss travellers and the Seafood Festival. Solutions to help mitigate any issues are being investigated. Insp Barry Gosling to speak to board.</p>	CM												

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	<p><u>Hanging Baskets</u> – Hanging baskets to come down 11th October. BID team looking at winter alternatives. Proposal coming to next board meeting.</p> <p><u>Town Centre Manager Report</u> – Purple Flag accreditation has been approved for this year. There will be a day of celebration and awareness on 28th October in the town centre. This is to be advertised on WAW.</p> <p>TCM to communicate Terms of Reference for Town Centre Management Group. BID Manager to Vice-chair these meetings.</p> <p>Recent political fly-posting has been removed as soon as possible</p> <p><u>Golden Broom Award</u> – Voting has now commenced and reviews posted weekly.</p> <p><u>Heritage Update</u> – Final touches are being made to the Weymouth heritage leaflet. Weymouth history weekend being held at Old Town Hall on 12th-13th October.</p> <p><u>Plastic Free Weymouth</u> – Only 12 more business are now required to sign up before the team can move on to the next objective. Great engagement on Facebook page</p> <p><u>Totally Locally</u> – the launch meeting was held and FiverFest will be running though half term.</p> <p><u>NYE Fireworks</u> – The Harbour Master has now agreed this and we will start to advertise soon along with the offer of subsidised First bus travel as soon as the SAG have confirmed.</p> <p><u>Christmas 2019</u> – A walkabout with all council representatives has been completed and locations for the installations, lighting and events agreed. Weymouth Pavilion and Pantomime are on board along with a ‘Cinderella’ to lead the trail. Slick are currently creating the installations and will send photos for advertising ASAP.</p>	<p>CM/H T</p>
<p>8.0</p>	<p>Market</p> <p>An update from Digital Storm was shared before the meeting in the Board papers. Digital Storm will be attending the strategy meeting on 10th October to decide KPIs and timelines for correcting issues.</p> <p>Pride Feedback – The Pride Team have been requested to send in some feedback on the 2019 event and Board members have been thanked for their support.</p>	

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	Halloween – The Halloween events have been advertised across social media, websites, radio, newsletters and newspapers to make sure everyone is aware of the plans.	
9.0	<p>Governance and Engagement</p> <p>Graham Perry’s application to join the BID Board – The Board discussed this at length after hearing from Mr Perry and decided it would not be a positive step at this time.</p> <p>CM/Board – to draft brief notes from meetings attended</p>	ALL
10.0	<p>Funding Applications</p> <p>Just Racing 2020 Half Marathon – SB met with organisers. The Board agreed up to £6000 support for this event. The Parabellum Event is to be discussed with organisers prior to Board approval.</p> <p>Weymouth Area Development Trust – To be voted upon at Strategy meeting 10th October after receiving further information</p> <p>Dorset Coastal Forum – Weymouth Gateway - To be voted upon at Strategy meeting 10th October</p> <p>Beach Motocross Event – Agreed by all Board members</p> <p>Victorian Christmas Event - Agreed in principle subject to a sound funding application being submitted</p>	
11.0	<p>A.O.B.</p> <p>-Dennis Spurr has stood down from the Board for the time being due ill-health and lack of time</p> <p>-TMM is on the South Dorset Business Advisory Panel and will act as a conduit between them and Weymouth BID</p>	
12.00	<p>Agenda Items for next meeting</p> <p>-Plans for Hanging Baskets and Bunting - Winter 2020</p> <p>- Board Meetings and Dates for 2020</p> <p>-Presentation from Mark Vine and Stephen Burden on English Civil War Festival</p> <p>- Paul Kinvig visit from Bournemouth BID</p> <p>- Weymouth Area Development Trust Funding Application</p> <p>- Dorset Coastal Forum – Weymouth Gateway Funding Application</p> <p>-Gift Cards for 2020</p>	

Item	Details	Action
13.00	Date of next Meetings Friday 25 th October, Friday 22 nd November, Friday 13 th December	

ACTIONS FROM THIS MEETING

Item	Action	When
7.0	Ask Insp Gosling to attend a board meeting to speak about travellers - HT	ASAP
7.0	Advertise NYE offerings - CM	ASAP
	Parabellum to be discussed with Just Racing Organisers prior to next meeting – CT/SB	
	Strategy Meeting – ALL	
	Contact Pride Team for feedback - CM	
7.0	Advertise Purple Flag Awareness Day – CM and EW	ASAP
7.0	Chase Dave Hiscutt re: Shopwatch – CM	
7.0	Send out TRO survey to levy payers – CM and EW	
	Board members to look at Business Survey results - ALL	Before next mtg
9.0	To share brief notes from meetings attended – ALL	
10.0	Contact Just Racing regarding outcome of half marathon funding request - CM	ASAP
10.0	Contact Christmas Committee with outcome – CM	ASAP

Signed as a true record by

Richard Lamb
Chairman

Date