



We Are Weymouth Ltd

Minutes of Board Meeting

Date: **Thursday 28th January 2021**

Time: **11.00**

Location: **Zoom**

Item	Details	Action
<p>1.0</p>	<p>Attendees</p> <p><u>Present: Board Members</u></p> <p>Chairman, Chris Truscott (CT) – McDonalds Lynne Fisher (LF) – St John’s Guest House Johnathan Oldroyd (JO) – Gloucester House Hotel Graham Perry (GP) – The Bridge Fair Trade Shop Tamsin Mutton-McKnight (TM-M) – Sealife Centre, Merlin Chris Wells (CW) – ITSA, St Nicholas Street</p> <p><u>Present: Non-Board Members</u></p> <p>Dawn Rondeau (DR) – BID Chief Operations Officer Chris Cole (CC) – BID Operations Assistant Helen Heanes (HH) – Economic Development, DC Cllr. Jon Worth (JW) Cllr. Clare Sutton (CS) Tony Hurley (Operations Manager, WTC) joined at 12.45</p>	
<p>2.0</p>	<p>Apologies</p> <p>Vice Chairman, Ian Ferguson – Weyline, BeeCars, StreetCars ED Warr - Town Centre Manager Keith Treggiden – Rendezvous, Slug and Lettuce, Royal Oak Cllr. Jon Orrell Natalie Merry – Weymouth College</p>	

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3.0	<p>Welcome</p> <p>Board welcomes Chris Wells as board director. CW appointment to be updated on Companies House, DR to follow up.</p> <p>The Board also welcomes Dawn Rondeau and Chris Cole who are new to post with the BID in January.</p>	
4.0	<p>Declaration of Interest</p> <p>None</p>	
5.0	<p>Matters Arising from Previous Minutes</p> <p>None</p>	
6.0	<p>Improve</p> <p>GP, JO, DR, HH and Edward Warr had a positive first meeting of the Improve Subcommittee.</p> <ul style="list-style-type: none"> • Hanging Baskets – DR gave a brief update on the status of project. DR to check how many additional baskets to be placed, how many in total, and any extra costs. CC to conduct walkaround of hanging basket sites. • St Alban Street Lighting – DR gave update on project. CT confirmed electrical to be supplied and dealt with by WTC. CW believes ground floor retail units should help drive the scheme and it be made clear this would not be happening without the BID. DR to look into wayleaves and get support from Ed Warr. • Centre of Excellence – DR gives an update but is waiting for further information. It looks like project will push on though timeframes are unsure. CW made a declaration of interest that his property was being considered for the scheme, but he pulled out of the process in December. • Paving slabs – DR has received a quote from Dorset Council (DC) for £1695 to install paving slabs. There is some debate over whether it was originally agreed for the BID or DC to pay for the installation. All agreed this needs to happen before Easter. DR to look into and check contract includes DC to carry out maintenance and repair. The board voted to put funding to a vote, providing the contract is checked. 	<p>DR CC</p> <p>DR</p> <p>DR</p>

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	<ul style="list-style-type: none"> CSAS – It is generally agreed that CSAS officers are helping to reduce anti-social behaviour in the town. CW raises concerns about funding schemes that are not attributed to the BID and whether funding services such as CSAS officers will cause them to disappear if/when the BID goes. There is an appetite to support the scheme again providing the BID have more insight on placement through a place on the board and greater visibility. DR to find out when the last payment was made and what period this covers. DR to investigate how the BID can have a representative on the board and DR and JO to present proposal to the board as to who this should be. Purple Flag – Subcommittee previously agreed the BID should support the town’s night-time economy. Concerns are raised as to how this meets the BID’s priorities. DR to access the value of the scheme to the BID though it is agreed this is not a priority. Weymouth Station Gateway – Paperwork needs to be signed to release funds. DR waiting to hear back from Police Commissioner. Digital Wayfinding Points – It is not understood how digital wayfinding points fit into a town-wide signage plan and there is no appetite from the board at this time to pursue this. Concerns are raised over the out-of-date BID maps and brown signage throughout the town. GP would like to see signage improved but unsure whether the BID should support or whether it is the Council’s responsibility. DR has baseline agreement and will feedback Subcommittee – It is agreed to ringfence some money to provide a framework for subcommittees to seriously discuss initiatives and bring proposals to the board. Spend from these subcommittee budgets would still need to be brought to the board for ratification. GP suggests subcommittees to have up to £1000 spend without coming to the board for approval. CT and GP to look at budgets, aims and allocations and return with proposal on notional budgets for subcommittees. 	<p>DR JO</p> <p>DR</p> <p>CT GP</p>
7.0	<p>Marketing and Events</p> <ul style="list-style-type: none"> In the Bag PR update – DR expressed ITB’s concerns over the lack of lead time for the Christmas campaigns and presented plans for after the easing of lockdown. ITB to deliver campaigns and PR focussed on elevating levy businesses. DR and TM-M to discuss further. Previous fund threshold clarified. 	<p>DR TM-M</p>

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	<ul style="list-style-type: none"> • Website Management Review – DR reveals there is no contract with PXLtree following their tender for the work. It is agreed that there is a need to formalise the relationship with a contract and policy/performance standards. DR to look into with CW in support. • Totally Locally – No kit has been received by DR yet and signage has gone to WDAT. Do not yet have information to follow the launch process, DR to follow up. • Carnival – Discussion needs to be had as to whether the Carnival will go ahead this year due to Covid-19 restrictions. It is not believed the Red Arrows have been contacted but CT confirms this is not the BID’s responsibility. • Map Printing – DR confirms that new maps have been printing and will be arriving today (Thu 28 Jan) • Inside Out Festival – DR details events initially scheduled for September though there is still debate over whether this will be allowed to happen. CT suggests this be carried over to the next meeting. • Accommodation Booklet – DR explains this has been produced internally by the BID. LF to proofread. • New proposals – Agreed to carry forward to next meeting. 	<p>DR CW</p> <p>DR</p> <p>LF</p>
8.0	<p>Employment/Job Creation</p> <p>CW gives update on creation of Subcommittee to act as a coordinated effort for job growth and make recommendations to the board, though with no initial budget at this stage. CT recommended board members and levy payers are approached. CW to send invitations.</p>	CW
9.0	<p>Shaping Weymouth</p> <p>GP gives an update on the Neighbourhood Plan. GP will be self-nominating for the steering group on Friday (29 Jan) and reveals that work groups are to be set up on Movement/Home, Economy, Town Centre, Green Spaces, and Heritage. CW and DR express interest in joining Economy working group, and GP in the Heritage group.</p> <p>Regarding new development proposals for North Quay and the old Bowling alley, Cllr Clare Sutton suggests the BID put forward collective representation to proposals. CW made a declaration of interest that the former Bowling alley site is his neighbour.</p>	

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10.0	<p>Governance and Engagement</p> <ul style="list-style-type: none"> CT has spoken to Matt Prosser and agreed that with the state of the economy, job creations and partnerships with WTC/DC are more important than ever. DC do not want active board director role in the BID. Cllr Jon Orrell to initially act as levy payer's observer with the view to joining the board as a director. CT and DR to work on moving with forward. Articles of Association – Waiting guidance from Dorset Council. 	<p>CT DR</p>
11.0	<p>Finance Report</p> <p>CT and GP to pick up on ringfenced budgets for. Board directors have been sent information on the levy collection update, including outstanding invoices. It needs to be decided how/when to collect this. This will be put forward to the next meeting. DR to bring statistics from national picture to next session.</p>	<p>DR</p>
12.0	<p>Funding Applications</p> <ul style="list-style-type: none"> Wessex Folk Festival – CT to pick up with organisers and return to the board with update Parabellum – The event is scheduled for June and it is unsure whether or not this will go ahead. DR to pick up. 	<p>CT DR</p>
13.0	<p>A.O.B</p> <ul style="list-style-type: none"> High Street Safari – DR gives overview of the scheme and explains it is one of the few events that could successfully be delivered during the pandemic. DR to put application together to bring to the board. Social Media Admin – It is agreed that DR, CC, Kelly Davies, and In the Bag PR will be the only admins for social media pages. Focus Groups – DR suggesting the set up of sector specific focus groups for levy payers that feel isolated and need support. Roundabouts – DR has had suggestions from levy payers about improving the state of the roundabouts on entry routes into Weymouth. This needs to be part of a subcommittee 	<p>DR DR</p>

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	<p>consideration before being brought back to the board. Agreed to discuss at next meeting when Ed Warr is present.</p> <ul style="list-style-type: none"> • Cllr Jon Worth asked whether BIDs in the local area work together. CT accepts that more contact is needed and could present opportunities for management and the board. HH to facilitate contact with DR. 	<p>HH DR</p>
<p>14.0</p>	<p>Items for Next Meeting TBC</p>	
<p>15.0</p>	<p>Date of next and subsequent meetings TBC</p>	

Signed as a true record by

Chris Truscott
Chairman

Date