

**St Austell BID Board Meeting**

**Minutes of the meeting held on 5th March 2019.**

**Present:** Richard Hurst, Brian Palmer, Aaron Niles, Giles Bingley, Kelly Fegan, Martin Davis, Hayley Newton, Dale Lovett & Roberto Cubbedu

**Apologies:** Annette Miller & Ameena Williams

1. **Welcome: RH** welcomed the board to the meeting.
2. **Minutes of previous meeting:** The minutes of the board meeting held on the 5th February were reviewed and approved.
3. **Finance:** Expenditure on course against budget, enough to last until income filters in end of April/early May. Bodycams & tactical vests are in place using funding from the PCC.
4. **Draft Budget:** Discussion on the draft budget, this was accepted in principle. The board recognise that this provides a frame work for the coming year, and that we will need to remain flexible should the focus change. Some funds have been provisionally allocated but will require further investigation and consideration by the board. Levy income remains at the level projected in the renewal plan at £90k.

Pay Review – The board agreed 5% pay review for the BID Manager – all in favour.

1. **Poundland Banner** - Work progresses on this with White River Place and the BID taking the lead. One side offered to Coastal Communities Initiative (SABEF), to promote the works being done, it is hoped that this will be taken up by them as they have a great story to tell.

The surveyorsreport came back for the banner was positive and suggested a few changes to the install. Most of the changes had been allowed for. So technically this is a project we can hopefully steam ahead with once all the permission have be received.

Final BID contribution to be confirmed - **Agreed to that it would sit around the £3K mark dependent upon final costings.**

**BID MANAGERS REPORT**

**SECURITY.** Confirm that the cost of hiring a police office would be £27 per hour with a minimum of 4 hours. There is a possibility that this could go up in April. Jan/Feb is usually a time to scale down security, however due to the exceptional weather in Feb a decision was made to put some additional shifts on.

We recognise an increase in ‘ASB’ activity in the town and have escalated this to police – it is time again to remind everyone to 101 anything they witness or have reported to them, this will help the police prioritise the resources they have.

The BID continues working on the option to fund additional police hours for the town centre on a trial over Easter.

 **TOWN NEWS.**

**Council Account**. 2019/20 bills will be going out this month. Levy Update prepared and ready to go out with them.

**Future High Street Fund.** We understand there is a possibility of more funding being available for Cornwall and St. Austell may be able to receive some of this. Expression of Interest Document being submitted by St Austell TC to Cornwall Council.

**PROMOTION.**

**Canopy for Fore St** - no costings as a full structural survey would be needed which highlighted several issues due to the number of landlords this would involve. **It was agreed not to peruse this.**

**Pirate FM.** The following campaign has been agreed by the working group.

**2 x** New Commercials built into package. £1,000 budgeted for new commercials

**210** x 20 second duel transmitter commercials (10 weeks at x 21 per week)

**Garden Festival 22nd June**

(I x week and Site Wide take over)

**White River – Last week July and second week August**

(2 x weeks + 1 x Social)

**What’s on August 1st Aug to 21st August**

(1 x week (1 x a day morning only)

**Whitegold 21st September**

(1 x week)

**Zombie Walk 31st October**

(Social Campaign – and Banners)

**Carnival 16th Nov (touch light)**

 (1 x week)

**Christmas Light Switch on 26th November – Plunder**

(23rd 24th Nov MMW and 1 x week with gap for MMW)

**Festive Shopping 27th November to 17th December**

(7th and 8th Dec MMW and then 2 x weeks 9th to 17th)

**Late Night 17th December to 24th December**

(1 x week provisional)

**EVENTS.**

**St. Piran’s Day** - BID Hi Viz lent for this event. Looking to hold this event next year.

**MISCELLANIOUS.**

**Shopmobility** – The board were notified of the sad news that Paul Scott who had been a champion of ‘Go St Austell Shopmobility’ for many years had passed away – our thoughts are with his family and friends.

Sponsorship to service a mobility scooter is £60 for 1 or £100 for 2. Dale & White River have agreed to do 2. They have 11 scooters in total, perhaps we could do 4 (cost £200)? Logos to go on scooters sponsored. This would come under our safe and accessible heading **– Agreed to proceed with this.**

**South West BID Managers Meeting.** It was decides to put together a constitution so that BID’s would have a stronger voice when lobbying for the South West. This group will meet 3 times a year and keep in regular contact as a group.

Feedback

* Christmas was poor for all the towns Exeter & Plymouth included. Final week before Christmas delivered the best trading. Most will not do late night shopping and will concentrate their energy on the last 2 weeks. Exeter may do Switch On on a Sunday as a daytime event with a 5pm switch on.
* Pull together a list of each BID’s most popular events and send through as a calendar to Brittany ferries, GWR and others.
1. **AOB**.

**CCF Project:** **RH** met with partners, looking at entry points to the town.

**AGM timetable:** AGM Tuesday June 4th, short board meeting after.

5th April – establish members addresses.

18th April – Director nomination forms sent out.

7th May – approve AGM notice, Chairs statement & agenda.

Everything must be sent out 2 weeks before AGM. **GB** to confirm if current Directors need to be nominated.

**Feedback from meetings:**

**AN** - Summerfields Publishing for cinema, not cost effective.

**BP** - CCTV cameras all installed in next couple of weeks. New plants on order for town centre. Drug dealing in small car park behind old post office – request more camera cover for the area.

**RH** - Meetings

**Garden Festival** - confirmed for June 22nd.

**Cornish Honeybee Project** - town initiative with Whitegold. 10,000 tiles to be made, using unit K – South Square, White River Place, 19th March to 22nd April making tiles with schools and general public, open to all. Will be promoted on social media this week (by WRP and shared on StAT page).

**Sinead Hanks** - Runs a local company who design and manufacture lamps made from Acyrlic, who are looking to trial a larger hanging version.

**Umbrellas** - £6k, cost approx. £80 per umbrella. **AM to follow up with more info.**

**Meeting closed 7pm**

**Next meeting 2nd April 2019**

**5:30pm – White Hart**