**St Austell BID Board Meeting**

**Minutes of the meeting held on 7th March at 17:30.**

**Present:** Dale Lovatt (DL), Martin Davies (MD), Bill Holland (BH), Cllr Tom French (TF), David Rescorla (DR), Sean Marshall (SM), & Gillian Mullany (GM).

**Apologies:** Allan Clare (AC), Sean Mitchell (SM) & Neil Woodward (NW),

**In Attendance** – Annette Miller

1. **Welcome & Apologies: DL** Welcomed everyone to the board meeting.
2. **Minutes of Previous Meeting:** The minutes of the board meeting held on the 1st November 2022 were signed off as a true and accurate record.
3. **Finance:** Monthly update provided by **DL** 
   1. Income to date (6th April 2022 – 5th March 2023) is £197,387 including grant funding and support from St Austell Town Council on shared initiatives. We have so far brought in an additional £115,387 over and above our total budgeted income for 2022/23.
   2. Expenditure to date on core BID themes including, events, publicity and town support is £123,446 with a further spending of £51,992 on administrative costs which include £10,057 on BID term 3 planning/renewal.
4. **New Term**

The ballot result was declared on the 8th December 2022 with **76% voting** ‘**yes’** to renewing St Austell BID for another 5-year term. As well as the ‘yes’ vote by number, St Austell BID also met the rateable value test with **84% of the total rateable value of all yes votes cast** illustrating strong support for the BID from businesses of all sizes.

The new 5-year term will start on the 1st April 2023. We now start to look at procuring contracts for services such as planting, Christmas lighting, security, and accountancy to ensure we continue to provide value for money to our members.

1. **BID Managers Roundup - AM**

New electrical infrastructure was installed for the Christmas lights, this now ensures the infrastructure is in a good state of repair for the years to come and should combat the issues we’ve had over the last few years with frequent call outs and repairs. Our thanks to St Austell Town Council who supported this by contributing 50% of the total cost.

Regrettably, the Christmas Light Switch On entertainment programme had to be cancelled due to the severe weather conditions rendering it unsafe to go-ahead as normal. The other 3 Saturdays did take place and were very well received.

The St Pirans Day event was held on the 4th March, again this was well received by the public. BID supported this event with advertising and resources.

We have managed to get the steps between Santander and Tui cleaned at long last.

New businesses opening in the town centre include Honeys Café & Cakes and a Memorabilia/Gift shop both all in Vicarage Place. Cornwall Baby Store is opening in Fore Street soon. Annie’s Naturally has relocated to Fore Street. C&Z has taken on an additional unit, next door to their current shop in Aylmer Square.

**Funding**

A grant has been applied for from the Cornwall Community Foundation (Police Property Act Fund) for £5,000 to go towards funding our security objective.

A larger grant for community events was applied for from the Good Growth/Shared Prosperity Fund. Sadly, this was refused but we are in the process of re-applying.

The BID levy invoices will go out later this month and accompanies the BID Spring 2023 newsletter/update.

**Marketing**

Our A1 display boards have been vandalised yet again by people kicking them. We are in the process of trialling wall mounted display boards, as they are more resilient being fixed permanently to the wall. Hopefully this will stop the need to constantly replace the advertising boards.

**AM & DL** explained that when we purchased the stage last year, we were aware that some repairs were needed. We have now managed to procure a contractor to carry out these repairs. There were 2 options and after discussions it was felt we should go with the more permanent and long-lasting repair, this of course, comes at a greater cost but will reduce ongoing repairs into the future and can be justified over a 5-year use period – in line with our term. It will also increase the value of the asset should we ever contemplate selling it. We are looking into ways in which we can hire it out (when we’re not using it) in an attempt to get some revenue from it. All present were in agreement with proceeding with the above.

**Security**

We continue to enjoy support from St Austell Town Council with regard to town centre security, which enables us to continue our security patrols for 50 hours per week. Monthly multi agency meetings are held with the Police, Town Council, ASB worker, Cornwall Council. All agencies are very pleased with the way we are handling ASB and welfare challenges within the town centre. Our crime rate continues to be low in comparison to previous years.

1. **St Austell Revitalisation Partnership:**

The final masterplan has now been published (link below). The plan has been produced in such a way so that we have identified projects to pursue should funding be made available for all or any part. St Austell Town Council in conjunction with the Revitalisation Partnership have made a few applications for funding to The Shared Prosperity Fund/Good Growth, further detail is documented in the minutes below.

<https://www.staustell-tc.gov.uk/_UserFiles/Files/Revitalisation/Masterplan5.pdf>

Minutes from the Revitalisation Partnership meeting February 2023:

<https://www.staustell-tc.gov.uk/_UserFiles/Files/_Minutes/4250-February_2023_-_Minutes.pdf>

1. **Meetings/AOB:**

**BH** Plans for the Cornwall Council Hub to be located within White River Place are proceeding and nearing completion in terms of Cornwall Council acquiring part of the site. A planning application is due to be submitted, which will show more detail in terms of floor plans and services to be housed within the offices.

**BH** Initial meetings have taken place regarding the logistics of replacing the façade of the Piran House and Trelawney House apartments. This is a large project and could cause disruption for up to two years to the two main car parks in the town centre as part of road will have to be closed off. Consideration will be made to how best to proceed whilst causing the minimum impact possible.

**DL** Now that we have an approved procurement policy and that we are due to start a new term we have been getting quotes for various services. The first service we have looked at is the accountancy provision for the BID. Details of the 3 like for like quotes were discussed and consideration given to each quote. The provider that demonstrated the best value was DL Accounts. Further discussion focused on our current supplier and the length of time we have engaged their services and the support we have received from them. It was subsequently decided to award the contract to DL Accounts and write a letter of thanks to Giles, Sean and the team at Wills Bingley, showing our appreciation for their support over the last 10 years.

Having decided the above with regards to a change in accountancy provider it was also agreed that the DL as the Chair of the board to contact the bank and arrange an amendment to the bank mandate to remove Giles (Wills Bingley) and Sean (Wills Bingley) and then to add DL (Dale Lovatt) and the Director of DL Accounts (Dexter Lawrence) as signatories. The registered address should also be changed to Burton House, Trinity Street, St Austell, PL25 5LS. Finally, it was agreed to invite Dexter Lawrence to join the board as Finance Director.

***MEETING CLOSED AT 18:51***

**Board Meeting - Tuesday 6th June 2023 at 17.30, Burton House**

**AGM - Tuesday 5th September 2023 at 17:30, White Hart Hotel**

**Board Meeting - Tuesday 5th September 2023 at 18:30, White Hart Hotel**

**Board Meeting - Tuesday 5th December 2023 at 17.30, Burton House**