

THESE MINUTES ARE DRAFT UNTIL APPROVED BY THE BOARD AT ITS NEXT MEETING

**A Meeting of the Newbury BID Christmas & Events Group was held on Monday  
3<sup>rd</sup> August 2015**

**Attendance:**

David Pickett (DP), Russell Downing (RD), Carolyn Taylor (CT), Allison Bird (AB), Heather Evans (HE), Angela Thompson (AT), Granville Taylor (GT), Caroline Edmunds (CE), Grant Brisland (GB), Ross Drake (RD\*), Anita Dobson (AD), Emma Herriotts (EH).

**1. Welcome**

All were welcomed and introduced by the chair of the meeting, David Pickett.

**2. Apologies**

Apologies for inability to attend the meeting were submitted on behalf of: Nigel Morrison, Scott Waters, Lionel Zeffert. Fiona Crooke smith, Peta Stoddard-Compton, Andy Murrill.

**3. A.O.B:**

None.

**4. Minutes of previous meeting**

The minutes of the previous meeting were accepted as a true record of the meeting, proposed by GB and seconded by DP

**5. Christmas**

**5.1 Christmas Village**

RD updated the group with the latest position regarding the proposed Christmas Village, and the next stages including the time line of events (included with these minutes). Final decision to go ahead or not will be taken on 1<sup>st</sup> September 2015.

**5.2 Late night shopping**

RD updated the group: Plans were progressing well for the event with a good number of choirs already confirmed along with some of the entertainment. RD\* asked if it would be advantageous to have a theme for the event. A discussion took place around how to get commitment and engagement from the businesses. The group also discussed the merits of opening later until 9pm.

**RESOLVED: That the updates be noted. RD to follow up on later road closure**

## **6. Review of key events**

RD updated the group on the up coming events including light switch-on, Christmas parade, Halloween and food festival.

**RESOLVED: That the update be noted**

## **7. Footfall**

Rd presented the latest footfall report, a discussion took place regarding the figures and best ways to analyse them. RD reported that there was still a positive trend and this was reflected by the figures produced by Parkway. A discussion took place around Sunday trading hours and how this was reflected in the footfall figures.

**RESOLVED: That the update be noted**

## **9 Road Closures**

All in place, as before.

**RESOLVED: That the update be noted**

## **10. A.O.B**

RD – asked for information to be supplied for inclusion in the Christmas brochure including the general times of opening for Newbury over the Christmas period.

EH – informed the group that Cam Hopson were planning to have a grotto for a 5 week period, this was news to the group and potentially could cause problems as the planned Christmas Village will have a grotto. EH to feed back ASAP with an update.

**Meeting closed at 12:00**

**Next meeting:** Monday 7<sup>th</sup> September 2015