

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

**A Meeting of the Newbury BID Board Meeting
Was held on 11th May 2015**

Attendance:

Russell Downing (RD), Scott Waters - Chair (SW), Graeme Leech (GL), Andy Day (AD), Lindsey Finch (LF), Ross Drake (RD*), Rupert Reeves (RR), Andy Murrill (AM), Chris Davies (CD), Jamie Allen (JA)

1. Welcome

The Chairman welcomed all to the meeting.

2. Apologies

Apologies for inability to attend the meeting were submitted on behalf of Nigel Morrison – Vice Chair (NM), Patrick Stewart (PS), Philip Gray (PG), David Pickett (DP)

3. Presentation by D Crook

Mr Crook presented to the group his opinion and views on the Proposed London Road development, concluding in asking for support for the petition CROFT.

RESOLVED:

- i) **That the presentation be accepted by the Board**
- ii) **RD to arrange a follow up meeting with Nick Carter**
- iii)

4. A.O.B:

None raised

5. Minutes

RD* proposed The Minutes of the meeting of the Board held on 9th March 2015; GL seconded the minutes.

The minutes were approved as a true and correct record and signed by the Chairman.

6. Correspondence

Correspondence had been received from N Houghton & M Barber regarding the ice cream van trading on NBS. WBC Licensing team and BID have both confirmed to the above that he is operating with in our agreement.

RESOLVED: That the emails and response be noted but that no action be taken

7. Managing Director's Report

The Board considered the report of the Managing Director, which covered a number of areas of activity. A summary of these activities is set out below.

Feedback was given to the board regarding progress with the Christmas Village and the planning and progress of the up coming NewburyFest. Feedback was also given regarding the recent Easter Egg Hunt with comments from both business and members of the public. RD reported that the situation with trade waste had improved.

RESOLVED: That the report be accepted by the Board

8. Finance

RD presented the latest balance sheet and budget having been prepared by Ross Brooke.

RD reported that the levy collection is looking healthy, with a 99% collection rate. WBC do a very good job (national average 96-97%).

RESOLVED:

- i The update & review was accepted by the board**

9. Marketing

The board was presented with a summary of the marketing activity including an up date on the recently launched Visit Newbury site. Analytics are showing some very good traction in the first 60 days with 70% of traffic coming from new visitors. Social media activity is also gaining traction with the visit Newbury social community growing. A general discussion was had by those in attendance regarding the marketing sub group.

RESOLVED: I That the report be accepted by the Board

- II RD to ensure that reciprocal links are added to VN**

10. Getting Out & About

The board was updated with the continued work of Sam, Newbury BID street ranger and the progress with recruitment for a second ranger

RESOLVED: That the report be accepted by the Board

11. Operations

The board was updated with progress of the SLA for Christmas lights and timings of the planned switch-on. The board was updated on the forthcoming renewal of Purple Flag – a discussion took place regarding marketing & promotion of purple flag and safer socializing.

RESOLVED: That the report be accepted by the Board

12. 2015/16 Budget

The board was presented with the final draft of the budget for the coming year.

RESOLVED: That the 2015/16 budget be accepted by the Board

13. AGM Prep

The board was updated with the draft reports and presentation.

RESOLVED:

- i. Drop box folder utilized for multi viewing of the presentation**
- ii. Draft reports would be shared via Drop box**

14. BID II

A discussion was had regarding timings and sub group to take the lead on the planning and strategy chaired by NM.

RESOLVED:

- i. Date agreed of 17th November 2016 for the ballot**
- ii. British BIDs would work as consultants for the re-ballot.**

A.O.B

None to be reported.

Next meeting: 13th July 2015 at 10:30am.