

1. Attendees Simon Craig (Chair), Stephen Leonard , Thomas Burrow, Sandra Collings, Phillip Heath, Alison Meadows, Phil Collier, Nathan Moore , Lynn Beach, Rebecca Jones, Owain Milne

Apologies Jeff Dandy, Rob Dunphy, Paula Moore , Jonathan Hartley, David McKendry

Introduction Simon started the meeting by updating the board that Jeff, David, Rob, Johnathan and Paula are no longer part of the board.

Jeff Dandy – Resignation due to business and family commitments.

David McKendry – Resignation, as he has decided to leave RFM, so is no longer part of a business.

Rob Dunphy – Resignation due to new ventures.

Johnathan Hartley – Resignation due to retirement thus is no longer part of a business.

Paula Moore – Resignation as she has been appointed to another store.

Further detail will be discussed later in the agenda.

2. Minutes of previous meeting The board confirmed that they had all read the previous minutes, and no one had any queries/points to contest.

3. Review last meetings actions. Sub Groups - Already an agenda point.

Meeting with John Woodcock – Went ahead, John is prepared to support. Now planning another meeting with John Woodcock, Evening Mail and Barrow Borough Council to try and organise a Barrow

campaign.

Letter to Charity – Letter to charity was sent, and no further correspondence has been received.

Liberata/Small Businesses – Part of Phil C's update.

4. Board Membership update

After the above mentioned resignations, the board need to look at the missing roles. Most important is a replacement for the Vice Chair role.

Action - Please can all consider the role and look to putting themselves forward.

Large retailers are now down. Nathan Morrow, store manager of Wilko's was a board nominated member, will move to large retailer and allow the board to nominate another member.

Opportunity to approach the new Debenhams Store Manager.

Professional and Finance services – vacancy

Hospitality, Food and Drink – vacancy

Health & Personal care – vacancy

Charitable Organisations – vacancy

Other Sectors – vacancy

Board nominated – vacancy due to Nathan moving to large retailer.

Action - Can all think of individuals that would meet the criteria, and would be interested in joining? Also look at the mix of skills available across the area.

5. Treasurers Report

See Attached.

6. BID Manager Report

See Attached.

7. Liberata

Owain had raised a query in regards to the letters being sent out by Liberata, regarding the levy payments. Liberata have used the standard council template for levy non payment. These letters should have been bespoke for BID not the council. This is not

in line with what was agreed with the BID directors. Some mixed messages received from a number of businesses :

- No initial bill.
- Reminder with threat of court.
- Refusal to reissue a bill.
- When individuals have rung to enquire, they have been told that no payment is due, when there is.

Action – Phil C to follow up with Liberata link. Note to be added to newsletter to alleviate any worries that the letters have caused. Also to remind businesses that the BID levy payment is a separate payment to the business rate payment.

8. Market liaison update

Owain is a member of the Market Liaison, who meet every 3 months. Stated that they didn't really have an understanding of BID. They would also like to work with BID to see how the market can work in conjunction to increase footfall that will benefit both the market and the town centre.

It was agreed that the ongoing work with the traffic study to look at the signage, would help both areas as the route into town could be directed via the market.

Jacqui Armstrong – Market link

9. Evening Mail poll

The Evening Mail is currently running a story, with an attached poll asking which retailer people would like to see in the town, from a provided list. This is gaining a lot of reaction and feedback. Lynn has run her own poll, via social network to see what people would want from the town centre.

Action – Lynn to pull together her results, ready for the meeting with the Evening Mail editor.

10. Sub Groups

Thank you to everyone for taking the time to review and to commit themselves to a group.

Meeting with Young Enterprise went well, but was not really what the BID needs at present. They did give fascinating insight into their vision of 'digitalising' the town. Interactive maps, Barrow in one app.

Look to link Young Enterprise to the Healthy High Street sub-committee.

Key priorities – Need these so sub groups can be set up with task projects to work towards.

Streamline strategy – We have a five year plan, don't have to focus on all at once. Rather pick most important and ones that will show results.

Four priorities –

- 1- Website
- 2- Transport Plan
- 3- Healthy Highstreets
- 4- Events

Website – needs to show maps, shops, vacant units etc. Easy to navigate, but hooks you in.

Set up a new domain name? One that is more suitable to the town's needs i.e. Barrow in One

Maps for town – QR Codes, how to digitise them?
Adapt signage in Scott St, Cavendish St etc?

Need prices.

Action – Create brief to what is wanted from the website. Get quotes for the build and maintenance cost.

Prices/Quotes for Maps

Aim for proposal/costings to be ready for sign off at

March meeting.

Two newsletters to be released –

First to explain confusion regarding Liberata letters.

Second to announce what has been agreed regarding website etc.

Events – Plan for Christmas now.

Link to light Switch on Team.

All retailers working together – aligning trading hours etc.

Roaming Nativity

Teenage Market/Local market – What would cost be to have own stalls.

Pop up shops in vacant units.

Sewing/Crafting event

Actions - The following directors will begin work within the following groups –

Tom, Simon and Stephen will set up the strategy group.

Simon and Tom – Transport study

Nathan, Phil H and Owain – Healthy High Street

Lynn – Website

Sandra and Lynn – Events

11. Date of next meeting

Tuesday 14th March

5:30pm at M&S

