

1. Attendees Simon Craig (Chair), Stephen Leonard , Sandra Collings, Alison Meadows, Phil Collier, Nathan Moore , Rebecca Jones, Robert Hope

Apologies Thomas Burrow, Phillip Heath, Lynn Beach, Owain Milne

Introduction Stephen began the meeting as Simon was at another meeting and would be arriving late.

Nathan took the minutes at the start, as Rebecca was arriving late due to store cover.

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. Meeting with John Woodcock, Evening Mail, Phil Collier and Simon Craig planned in for 23rd April 2017.

Poll – Lynn has received the following feedback from her Facebook followers –

Town Centre is in need of one or two high street chains, but majority would prefer to see a good mix of independent businesses and smaller chains.

Wider selection of early evening entertainment and eating places, along with a change in shop opening hours to make town more accessible for 9-5pm workers.

Too big a gap between 5pm and 9pm – nothing happens, yet car parks are free during this. Missed opportunity on Sundays as well.

4. Board Membership update

Newsletters have been sent out. Overall happy with the newsletter, except that March has not been featured.

Phil C having issues with Blue Pole with regards to manager@barrowbid.co.uk email address.

Action – Phil C checking with Blue Pole with regards to accessing the email addresses and ensuring delivery. Also to check ownership of domain/main website, and to get website updated so that levy members can see a change.

Phil C had membership forms from Chris Kolec to go through. Board also needs to complete membership forms.

Robert Hope from the Furness Railway hotel has been voted into the board vacancy for Hospitality, food and drink.

Phil C went through suggestions to cover the other vacancies on the board. Some of these individuals have expressed some interest in the past or have shown interest at the present time.

New manager at Debenhams has made contact with Phil C, and is showing a real interest to get on board with BID.

Vice Chair – Unlikely that there will be many meetings going forward where Simon Craig isn't available. Suggestion from Phil C is to leave the position vacant for now, until the board vacancies have been filled, and see if a suitable candidate comes forward. Stephen agreed and the rest of the board were also in agreement to give members time to react to the vacancies in the newsletter, and to see who puts themselves forward.

Action – Wait for next meeting to review who has put themselves forward. Phil C will approach others who have shown previous interest and give them further information.

Do some levy payers think that they are already a member? Need to distinguish between levy payers

and members.

Question – When do you cease to be a member?

Action – Phil C will get clarification on BID levy rules.

5. Treasurers Report

See attached.

6. BID Manager Report

See attached.

Phil C asked if everyone liked the new format that he used for the reports – everyone agreed.

Liberata letters and double payments - Council or Liberata should be responsible for checking payments i.e. double/triple payments. BID are paying an admin fee for the service, therefore Liberata should be putting the work in, not BID board members or BID manager. Liberata should deal with any queries and resolve any issues.

Action – Phil C and Stephen meeting with Liberata and Sue Roberts, Barrow Borough Council next week regarding the letters and double payments. Empty properties – Propose to have a section on the website showing the potential opportunities, rateable value, square footage and a link to agents of property available.

Burnley has glossy leaflets that show the investment in the area etc. Quicker to turn round, as the website is being built with detailed content. Simon Adams from Piell and Co willing to approach other agents and become a town link. Also willing to complete the GOAD Map. Would like to have the brochures to enable an approach to agents.

Action – Phil C to provide first draft 'Barrow glossy' for board approval, for next board meeting.

The owner of the vacant Children's Charity shop ON Dalton Road was willing to run a competition for people to submit their business plans and gain a shop lease free for a year. Is there an opportunity to offer this as pop up shop space instead? A series of pop up

shops could be run, to see if the business has the potential to be profitable. If successful BID can then help the business find a property or a market stall etc.

Action – Phil C to approach Kendal and see how they run their pop up shop, and to discuss with shop owner to see if we can replicate in Barrow.

7. Query from Levy member

Issues with youths in the town. Damaging property and intimidating people e.g. congregating outside of Dalton Road McDonalds.

Action – Phil C to ask for specific examples. Alison Meadows to take to Children and Young People group – Meeting 12th April 2017. Can link to Drop Zone etc.

Phil C will also approach McDonalds as they have been referenced.

8. Website

Helps communicate to everyone. Full transparency, everything available. Should the newsletter and meeting minutes be on it? Ulverston BID has all minutes available on its website.

Business area of website – Levy members link for free. Other businesses (non BID area) can pay to be part of the site.

Replicate choose Cumbria – aim for the likes of BAE etc to pay to showcase job links.

Aim for the website to become self sustainable.

Concentrate on the aesthetics. What pages, format etc do we want?

Action – All board members to send through bullet points by Friday 17th March 2017, so that Phil C can pull together a spec, that can be taken to designers for cost quotes. Aim to have quotes for next board meeting.

Simon to send separate email for website input

9. Events

extra to the minutes.

Craft group Felt Tarn Friends, willing to run Easter town event.

Action Phil C and Sandra C to meet with them, Thursday 16th March 10am at Diggle's to discuss running the event, costing etc.

10. Town Centre Maps/Town Centre signs

Town Centre maps - Carry over to next meeting
Action – Nathan alongside HHS to get cost quotes for maps.

Who is responsible for upkeep of signs?

Action – Phil C to email Kieran Tetchner to see who is responsible for maintaining signs in the town.

Opportunity for apprentices to work with signage on back of one way signs to advertise businesses.

Action – Phil C to speak with Kieran Tetchner and discuss.

Fold out map – potential for BID to commission a map to be designed and made.

Action – Phil C to look into creating a fold out map.

11. Chairs email

Review of Chairs email – all been covered as things have been discussed throughout the meeting.

12. Business MOT

Suzanne Edgeley is offering free health checks, on how your business is being run. Aimed at the independents, to help support small businesses.

General consensus from the board is that this isn't an offer to come through BID. If Suzanne's business is willing to offer free business MOT's, then she is free to run with it, but it doesn't come through BID.

13. A.O.B

Action – All members to ensure that their email distribution lists are correct.

Alison and Keith to be removed from discussions,

and they can then be added into conversation for final decisions, so that their advice can be taken on board.

Action – All. Actions on minutes need to be signed off for the next meeting. Cannot continue to keep carrying actions over.

Car Parking update – Reviewed footfall at Christmas

Before 3pm -9% After 3pm -9%

For February

Before 3pm -7% After 3pm -5%

2% Increase before 3pm.

4% increase after 3pm.

14. Next Meeting

12th April 2017

5:30pm at the Furness Railway

