



1. Attendees Simon Craig (Chair), Sandra Collings, Phillip Heath, Alison Meadows, Phil Collier, Stephen Leonard, Lynn Beach, Cindy Daltoni, Shabana Azib, Nathan Morrow, Rebecca Jones

Apologies Owain Milne, Thomas Burrow, Robert Hope

2. Minutes of previous meeting Simon asked if everyone had read the minutes and if they had any corrections. Everyone had read the minutes, only corrections were two names incorrectly spelt.

3. Reviewing last actions

Events – On agenda
Finance – Levy bills going out mid September? Reply is that they will go out mid August, Liberata have a set structure.
Car Show – (Agenda item moved up)
Commemorative sticker for participants in event – **ACTION – Phil C to look into.**
Still opportunity for a few more vehicles to take part.
Potential local people to approach –
Herbie with skis
Harley Davidson American truck.
ACTION – Phil C to see if he can approach.
Leaflets – Are we too late?
General consensus was that it would be good to get some out.
Areas to distribute –
Library
Animal Park
Forum 28

ACTION TO BE COMPLETED – 

ACTION COMPLETED - 

Southwaite service station

Train station

Colleges

Dock Museum

Hotel Foyers

Phil H suggested that Doug at the market may be able to print them for a reasonable price. Looking at a 1000 run. **ACTION – Phil H to go to market and discuss with Doug and get details. Lynn B to email the design.**

Some members mentioned that they did not have the Car rally poster or the free car parking poster.

ACTION – Simon to email out the posters to all members.

Alison suggested live interviews through Cando.FM, as they are keen to promote local events.

ACTION – Phil C to email Nick Henderson.

Westmorland gazette – offered advertising quotes for full page/half page/quarter page. Board voted and all agreed for an advert to be placed.

ACTION – Phil C will contact the gazette.

Phil C then went through a plan of how many cars will fit along the streets.

Bikes are planning to locate themselves around the statue – Looking at 30-50 bikes, just waiting final numbers from the Suzuki club.

Room for six more if any late applicants are received.

This is also mentioned in the press mailing.

Phil H – What do we do about checking that there are no charities/promotional events booked in on the day i.e. Sky tent at the statue. Alison informed the board that these were booked in advance through Barrow Borough Council.

ACTION – Phil C will follow up with Barrow Borough Council. Also to contact Highways to see if bollards can be unlocked.

Stewards – Still need volunteers, Phil C has emailed Street Angels but currently have had no reply.

Restaurants – Confirmed – Daddy's, Last Resort, Costa, Peace and Loaf. Still awaiting response from others.

ACTION TO BE COMPLETED – 

ACTION COMPLETED - 

Social Media tender – **ACTION – Phil C to continue follow up.**

4. Matters arising

Matters arising –

Alison's update regarding youths outside Diggle's/McDonalds's, and meeting with Children and youth matters group. At the meeting they reviewed the emails of concern from retailers that came through BID.

Proposing – Looking at getting a mini bus, that will serve drinks, have activities for young people, health and well being advice etc. Police and crime commissioner were interested and willing to put towards funding. Spoke with Children in Need and the lottery funding, and they have said that the idea meets criteria. Have acquired a bus from the Well on loan, Drop Zone will run for a 3 month trial period, which will help achieve an endorsement from other working partners for grants/investment in the full project.

Name –

Better

Urban

Streets

Applications are in process. Look to have Drop Zone with the loaned bus out from September.

ACTION – Phil C will go back to Mark at Diggle's and McDonald's to let them know that progress is being made.

Vice Chair – Cindy has put her name forward.

The board voted yes unanimously.

Litter – Simon informed the board that he has held meetings with the M&S property team, with regards to investment in the store. One big piece of feedback received relates to the Town Centre.

Quote – 'Bit of a dump this place'

Commented on rubbish.

Empty properties – junk mail, dirty windows, posters. Increase in litter in the town centre, since the council cutbacks has been causing local concern. It's also now affecting future prospects. Time for BID to put some pressure on Phil Huck and BBC for a planned

ACTION TO BE COMPLETED – 

ACTION COMPLETED - 

improvement?

A- Boards – Actually enforceable, they are not allowed. Choose as an authority to let them go. These items need to be discussed at the next Joint working group meeting.

ACTION – Alison will call a meeting of the joint working group, now that the election is out of the way, groups/meetings are getting back in order. Phil C and Simon will attend.

Board members – Kieran Hart, Custom House is interested in getting involved. Was involved with the steering group and is very Social Media/marketing savvy. Simon asked if the board were happy for him to be met with and interviewed. Board agreed.

Chris Harrison – New Chairman of the Furness building society wants to be part of the community. Opportunity to engage and interview. All agreed.

ACTION – Simon to arrange.

Diane Singleton – has expressed interest, however meetings clash with her classes. She is willing to help with any mass workouts, group activities if needed. Is there an opportunity to get any youth on board? More diversity within the board. Potential to contact Furness Youth Council?

Opportunity for Sub – groups to approach younger members and get them to help/generate ideas, rather than bring them on as Board directors?

GROUP ACTION – All to have a think, what would we want to gain, from bringing a young person on board?

Vacancy Count – Last official count for Healthy High street has been submitted.

Date	No of vacant properties
October 2016	57
June 2017	45

Work ongoing on combined database for all empty properties to be advertised.

ACTION – Phil C to work with Simon to establish which of the empty properties are empty retail properties and which are office/residential.

ACTION TO BE COMPLETED – 

ACTION COMPLETED - 

The Mail – Ongoing issues with trying to get the local paper to help BID promote the town. Social media tender needs to be drafted and see which company will apply; see if we can take control of our own media.

ACTION – Phil C to work on tender.

5. Sub Group reports

Finance and Governance – See attached report

Who can be a member?

No one is automatically a member, you have to apply. Being a levy member doesn't make you an automatic member.

The board approves the application.

Three types of member –

1. BID Member
2. Public Sector Member
3. Voluntary Member – The board can format the criteria in line with the articles.

Stephan will send out detailed notes – **GROUP**

ACTION – All board members to read.

ACTION – All current membership forms need to be approved by the governance board. Stephen and Simon.

Need to determine criteria for Voluntary members.

ACTION – Governance board will look into and pull together thoughts for next meeting. Stephen and Simon.

Termination clause – Article only states that membership ends with death/ceasing to exist. Need to look at putting a clause in for closing down membership/termination.

ACTION – Ensure all new directors have signed membership forms. Stephen.

AGM – Closed vs. open. Board agreed that for ease in recognising actual levy payers over members of the public that the AGM would be closed.

ACTION – Governance board to look at a cut off date for new membership in run up to AGM. Stephen and Simon.

Planned month for AGM is November. Date of board meeting, 5:30pm for 6pm sit down.

ACTION TO BE COMPLETED – 

ACTION COMPLETED - 

ACTION – Phil C to look into booking the studio at the Forum.

GROUP ACTION – if anyone thinks of any changes to the articles, please let Stephen know.

Treasurer's report – See attached.

Marketing and Communications – See attached report.

ACTION – Love Barrow Town Centre partnership, need to meet and agree Social Media strategy. Stephen and Simon will take through Governance. BID to set the initiative and add it to the Social Media tender.

Website – It was confirmed that the site was to be a Barrow site, not a Barrow BID site.

ACTION – Cindy to arrange a meeting with Naomi, web designer to discuss content for the page.

Digital marketing training – **ACTION – Lynn to contact Ian Quail regarding training for small businesses.**

Transport – **ACTION – Phil H to arrange a meeting with Tom, Nathan and Simon to work out continued direction.**

ACTION – Phil C to chase up Kieran regarding agreed signage.

Healthy High street – Meeting at the Forum 1st August with all the Nationals regarding Sunday trading. Looking for consistency so that it can be advertised that 'Barrow is OPEN on a Sunday', also opportunity to discuss other issues.

Independents are welcome to attend, and small business board members will also attend to represent.

ACTION – Letters to go out to all Nationals inviting them. Simon and Nathan.

Eventing – If a venue can be found then the children's crafting can be turned around quite quickly.

Sandra made the board aware that the Barrow & District Disability Association had spare rooms

ACTION TO BE COMPLETED – 

ACTION COMPLETED - 

available to hire, which also meets toilet and access needs.

**ACTION – Lynn to create a business plan stating –
What hours sessions will run**

Number of children

Costings – Room hire, craft materials etc.

Stephen to be updated as treasurer.

Felt Tarn Friends –

ACTION – Phil C to cancel Felt Tarn meeting.

**ACTION – Eventing group to provide a list of
alternative people, who can run events similar to
Felt Tarn friends for next meeting.**

6. BID Manager Report

Sub Groups – **GROUP ACTION – All sub groups to
arrange their meetings and to approach interested
parties to join.**

All reviewed – See attached.

It was agreed that the Sub Groups would be clearer with what they want the BID manager to do for them. It was also agreed that clearer communication between all parties was vital.

7. Any other business

It was recognised that next Tuesday, is Tuesday ;)

Simon updated the board about a talk he had done for the Rotary club and the information he received about corporate membership. £125 for four members to join the Rotary. This then gives the members access to their support i.e. Stewarding etc. There is also opportunity to join the Furness branch as well.

ACTION – Simon to confirm prices, if within £250 the board agreed for BID to become a member. Simon will also enquire to them helping steward the car event.

Christmas Light switch on – **ACTION – Phil C to
arrange a meeting with Dennis Horan and the event
sub group to discuss Christmas light switch on.**

ACTION TO BE COMPLETED – 

ACTION COMPLETED - 

8. Date of next meeting

BID Minutes – **ACTION – Rebecca to add an action page to the minutes.**

Tuesday 8th August 2017, 5:30pm at the Railway.

ACTION TO BE COMPLETED – 

ACTION COMPLETED - 