

Barrow Business Improvement District

Tuesday 14th July 2020, 6pm

Minutes of online Board of Directors Meeting

Attendees: Paul Hodgson - PH (Chair), Sandra Collings - SC, Allan Kerr - AK, Kieron Hart – KH, Drew Anderson - DA, Kay Bower - KB, Rowen McClure - RM and Colin Garnett - CG (Manager),

1. **Apologies:** Stephen Leonard – SL (Business Support), Phil Heath – PH, John Graham - JG

2. Review of minutes from last meeting

All agreed that these were correct and could be uploaded to the BID website

3. Finance Report

- SL sent board members details of the current finances
- Board discussed why some expenses were listed in 'operating expenses' rather than 'cost of sales', i.e. Advertising & Marketing, (which includes promotion of the town, events and Visit Barrow) and other Visit Barrow costs. **Board agreed that these expenses should be moved into 'cost of sales'.**
- BID Manager discussed that some 'deposit' payments had been paid out in 2020 to secure suppliers for events. All of the suppliers have agreed to honour prices for the events in 2021 and therefore deposits have remained with the suppliers.

4. September 2020 BID Levy Invoices

- PH reported that he had contacted British BIDs about delaying or reducing the BID levy at September 2020, however, because the BID scheme is a Government initiative and was voted on at a ballot of Barrow businesses in 2016, the only way the levy can be changed is to go to ballot again. The board agreed that we do not have the time or budget to run a costly ballot scheme and it would be a waste of resources when we have to go to ballot for a second term in Spring 2021.
- PH proposed that instead of going to ballot to change the BID levy terms, we could extend the payment date to allow businesses more time to make their BID levy payment. **The board agreed that the BID levy could be paid up till 15th January 2021** giving businesses the Christmas period to trade.

5. Business Premises Grants

- CG informed the board that Baby Bitz and Coco Hair & Beauty had completed their works following the payment of their grant in June.
- The Brewery have applied for a grant. **Board agreed to award the grant in full.**
Action: CG to inform them of the award, request BACS details and inform them of terms & conditions
- Reaching Wellness applied for a grant for their relocation to Duke Street. This was discussed and voted on electronically and the **board agreed to fund the application in full on 1st August 2020.**
Action: CG to ensure the design conforms with conservation area standards and planning criteria.
Action: CG to inform them of the award, request BACS details and inform them of terms & conditions
- CG reported that the HAZ Scheme has still not started so we should continue to fund applications from businesses in Cornwallis Street and Duke Street. We await information from Barrow BC on the start of the HAZ scheme.

6. BID Website

- CG discussed idea of producing a page called 'benefits of being a BID Levy Payer' where we could promote all of the benefits of having a BID and being a levy payer. This would include schemes and

discounts.

Action: CG to create new page before next board meeting

7. Associate members scheme

- CG has created an associate member brochure to send out to companies who are not in the BID area. The idea is to sign up corporate and commercial members as Associate Members of Barrow BID to increase investment into the BID scheme and allow us to achieve more of our goals to regenerate and transform Barrow town centre.
- CG has sent out initial packs and emails to: BAE, Orsted, SN Group, JJC Hire, Wicks Group, Furness BS, Abbey House Hotel and Furness Park.

Action: CG to follow up with the above companies before next board meeting

Action: CG to send out another 10 packs and emails before next

8. Dino Day | 22nd August 2020

- Dino Day massively reduced to maintain social distancing and the safety of all involved. **Board voted to fund the event to promote the town as a safe family location**
- Now two areas at Outside Market and on Dalton Rd
Action: CG to send in EAG1 form to Cumbria CC Highways
Action: CG to discuss locating two fairground rides in Dalton Rd with Taylor's Funfair
Action: CG to complete event form with Barrow BC
Action: CG to produce risk assessment for the event
Action: CG/PH to produce volunteer plan and scheme of works for staff/volunteers on the day
Action: CG to promote the event using Facebook / Social Media only
Action: CG to request PLI and Risk Assessment from Taylors and Bigfoot Events

9. Street Entertainment

CG to investigate putting on another event in August incorporating street performers and musicians at the outdoor market area. **Board agreed a budget (max £2,000) to put on street entertainers and buskers in August.**

Action: CG to report on this at the next meeting or email all BID members if the event is prior to 14th Aug

10. Equipment Purchases

CG requested the purchase of the following equipment for future events and schemes:

- X30 branded deckchairs to be used at events and town square entertainment space
- X6 (3m x2m) branded gazebos

Board agreed to purchase of above equipment

Action: CG to get designs for equipment and order it

Action: CG/PH to create inventory of equipment and where it is stored

11. AOB

- **Visit Barrow update**
Furness Tourism group have stated that they would like to produce a video to promote Barrow and the surrounding area. As Barrow BID have already commissioned a video as part of the Visit Barrow brand, we will lead on the video with other partners getting involved.

Action: CG to discuss with video production company and contact places of interest

- **Resilience Grant from the Government**

Barrow BID were awarded a grant of £7549 from the Government to help combat COVID, promote the town and get businesses back open and trading.

Action: CG to chase up payment from Barrow BC

12. Date for next meeting

Tue 11th July, McDonalds

13. Email Vote Summary

A)

Barrow BID Email Vote Outcome			
Date:	16/07/20		
Subject:	Outdoor Eating and Drinking Support		
Organisation/Project Area:	Hospitality Sector - £1,000		
Voting:	In Favour	Against	Defer/No Vote
Votes Received:	7	0	2
Outcome:	In Favour		

All email vote summaries to be minuted at the next available board meeting

Month of Meeting for decision to be minuted:

July 2020

B)

Barrow BID Email Vote Outcome	
Date:	16/07/20

Subject:	Advertising Campaign		
Organisation/Project Area:	Cando FM - £312 p/m, 6 months		
Voting:	In Favour	Against	Defer/No Vote
Votes Received:	7	0	2
Outcome:	In Favour		

Month of Meeting for decision to be minuted:	July 2020
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c)

Barrow BID Email Vote Outcome			
Date:	30/07/20		
Subject:	Business Improvement Grant		
Organisation/Project Area:	Wellness Centre		
Voting:	In Favour	Against	Defer/No Vote
Votes Received:	8	0	1
Outcome:	In Favour		

Month of Meeting for decision to be minuted:	July 2020
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