

BID Board Meeting



Location: BID Office, Duke Street
Time/Date – 6.00 pm, Tuesday 1st August 2023

Attendees: Jenny Fazackerley JF, Kay Bower KB, Paul Hodgson PH, Sandra Collings SC, Melanie Corrie MC, Mai Harrison MH, Jonny Williams JW and Neil Hodgson NH

1. **Apologies - Jason Forsyth JFo, Allan Kerr AK and John Edwards JE.**
2. **Review of minutes from last meeting –** AK has asked for re-wording of point 6 and this has now been amended.
3. **Business Growth Grant Applications:**
 - **Sweets Appenty –** based in Scott St. An application has been submitted for a new sign and a projecting sign. As the shop won't become a levy payer until September any grant awarded would have to be reduced by payment of a £60 voluntary levy. Payment of the grant was agreed by all those present on condition that a copy of the lease for the shop was submitted to the BID.
 - **Coco Hair Academy and Finishing School –** an application has been submitted for signage at the businesses' second premises on the corner of Crellin Street and Rawlinson Street. Payment of the grant was unanimously agreed.
4. **Social media update –** Facebook reach is now 388168 a month an increase of 9.08%. Instagram's reach is 6772 a month, up 8.3%.
5. **Business Support Idea –** proposal to lease a commercial photocopier from local business, Sensible Choice based in Duke Street. This would be used to speed up printing in the BID office and levy payers would be allocated an allowance for a number of photocopies per month, with a small charge per copy for additional printing. In addition to being useful for BID administration it would also bring people in to the office through use of this facility. Leasing of the photocopier was unanimously agreed.
6. **ASB –** since the vandalism of the planters in Portland Walk, with help from the Council, The Well and other volunteers these have all been replanted. PH reported the damage to the Police. Two of the boys involved in the damage have since written letters of apology and one handed over £10. PH has been working with the Police and an open meeting has been arranged for next Monday at 4.00 pm. The Police will attend and local businesses are being invited. JW will advertise the meeting on CandoFM. Lancaster BID are employing town centre wardens to patrol and PH is looking into this with the local Council. Eleven dispersal orders were issued to those involved in the vandalism.

JF requested a meeting with BAE, which she attended with PH. It was a positive meeting and discussions involved the plans for the buildings purchased by BAE in Portland Walk prior to their re-development, as well as keeping the public informed as to future plans. ASB was also on the agenda and BAE agreed to look into extending

their security patrols from their current rooftop area to include Portland Walk and possibly installing CCTV.

7. Events:

- **FOT (review)** – PH has previously sent review documents to the Directors. Footfall was 19,000 (18,000 in 2022). Feedback has been very positive. Although applications were higher than previous years, a number of applicants didn't attend on the day due to the bad weather. PH has held a review meeting with the FOT committee and it was noted that although the construction zone was very popular there could be a problem with capacity at future events. They also recognised the need to print more stamp cards as the 500 printed were not enough (217 completed cards were returned). Stamp cards won't be used for the soapbox event. It was discussed that the BID need to look at future event management regarding use of volunteers, organisations, Directors and possibly employing casual employees.
- **Crazy Golf (review)** – this was very popular, especially with families. It was decided to just use one location so that PH could monitor the event. It worked well capacity wise and a lot of families took part.
- **Soapbox** – 11 entries so far. Unfortunately a further 3 have dropped out. Each participating cart will have 3 runs. NH is going to liaise with the scaffolding suppliers. JW is overseeing the stage and the Council are allowing use of their big screen. The 850 hay bales are arriving on Friday mid-morning. 800 of the bales are being advertised for sale after the event at £1 per bale with a minimum of 25 per customer. The Council want some of the remaining bales for a music event and others will be damaged during the day. Morgan Sindal are donating security over Friday night and there will be extra Police patrols. All the road closure applications are through. The Council are providing wheelie bins free of charge for the day and they will help clean up after the event, with a further clean on Sunday morning. The event is within budget and is being sponsored by BAE and Orsted. Marshals have no concerns regarding potential bad weather stopping the event going ahead. There are to be 45 feather flags lining the course, alternating between BAE and the BID. Obstacles are planned to make the course more entertaining. The plans are for a possible gazebo/waterfall/foam machine near Greggs, a splash zone at the junction with Cavendish Street and Dalton Road, to include water guns for children to use and a construction zone/roadworks near Diggles with possibly a digger arch to go through and cones/roadsigns.

8. **Loquiva Poposal** – JF asked the Directors if they had managed to read the proposal, which they all said they had. Everyone agreed that it was a good idea and the offer that they had been given on cost was very good. A 2 year deal has been proposed. BAE and the Council are both interested in the idea. It was unanimously agreed to go ahead with the proposal.

9. Christmas 2023 – this was a preliminary discussion on proposals for events this year. Proposals are:

- Christmas tree scheme.
- Christmas tree/window dressing competition.
- Shop Barrow Day on 25th November with free parking.
- Saturday 2nd December and Sunday 3rd December – Santa Express Land Train and visit from Santa. PH has submitted a funding bid to the Council for help with the cost of the train. Possibility that the train may be brought back for another date to be arranged.
- Saturday 9th December – Christmas market on the outside market. The organisers of the Natural Market are keen to hold a farmers/makers market and Barrowfull have expressed an interest.
- Saturday 16th December – stamp card trail with workshops/toy testing and curling.
- Saturday 24th December – Santa to visit town centre shops and businesses.
- It was agreed to purchase 2 more gazebos to replace damaged BID gazebos and an additional 50 pedestrian barriers.

10. AOB – none.

Date for next meeting: Tuesday 12th September 2023 at 6.30 pm, BID Office