

# Barrow Business Improvement District

Tuesday 10<sup>th</sup> March 2020

## Minutes of Board of Directors Meeting

**Attendees:** Kieron Hart KH, Sandra Collings SC, Colin Garnett CG (Manager), Allan Kerr AK, Paul Hodgson PH (Chair), Kay Bower KB, Rowan McClure RM, Phil Heath PH, Drew Anderson DA and John Graham JG

### 1. Apologies - none

### 2. Review of minutes from last meeting

- Jules and The Lodge have now both received their grants
- Christmas lights – CG has had discussions about keeping the tree lights on till the end of February 2021 and will look at the infrastructure cost to do this
- Billboards for soapbox advertising – by the time all negotiations had taken place the spaces had gone. It was decided that due to the timescale to leave pursuing this for this year's event.
- CG has obtained prices for having big screens for 1/9 day events to coincide with the Olympics/Euros. A mobile skate park is also interested in visiting the town centre. In view of the uncertainty of future events with the coronavirus it was decided to not organise any further large events before Christmas.
- All procedures and policies to be reviewed by all BID Directors.

### 3. Finance Report – copy e-mailed to everyone.

### 4. Event updates

- **Dino Day** – 10.00 to 16.00 on 4<sup>th</sup> April. 5000 stickers have been produced to hand out in McDonalds Happy Meals. A3 posters and DL leaflets are being distributed to local schools and businesses to advertise the event. CG has had a second site visit with Big Foot Events and everything is ok. Volunteers have been arranged for helping on the day. CG has not yet heard back from Cumbria Highways or Barrow BC re: temporary road closures. Letters have gone out to businesses in Portland Walk near to where the marquee will be erected to house the dinosaurs. Music will be played from speakers in the ginnel by Forum. Taylors are bringing 4 children's rides including Fred Flintstone ride and will be positioned on Dalton Road near M & S.
- **Soapbox** – A celebrity has been found to attend the event with the return of Eddie the Eagle. A BID subcommittee will have a meeting later this month to discuss arrangements. Sponsorship has been obtained from BAE, FCC and The Townhouse. There will be a VIP area on the mezzanine level of The Townhouse. A stage will be set up until 9.00pm on Sunday and The Derby will run the entertainment. Straw bales and volunteers to move these have been arranged and KH will oversee this. The course will incorporate a jump this year. There will be a funfair on the first parts of Scott Street and Cavendish Street. Neil McDougal has been granted a licence to sell coffee and doughnuts. Main bar will be at the top of Portland Walk. There is a possibility of having a kids zone. So far 27 cars will be taking part (maximum is 40). BID have their own car which is being improved since last year. There will

be 2 large screens for viewing the event and hopefully a smaller 3<sup>rd</sup> screen in the pits area for contestants to view proceedings.

**Coronavirus** – Government advice is currently to carry on as normal, especially with outdoor events. If Barrow has a big outbreak then as a company Barrow BID would not be able to have meetings as everyone would not be allowed to be in one place at the same time. Meetings would have to be by tele-kit.

**5. Easter Egg Dino Trail** – 11<sup>th</sup> April. 11 businesses have been signed up to take part. Children taking part will follow clues to each of the businesses where they will find a letter, when they have all the letters they will have to unscramble them to find the final venue. Each business will also give each child a gift e.g. McDonalds – fruit bags, Costa – hot chocolate & flake, Heaths – voucher, Custom House & Little Subs – play, Smilers – milk Shake. The 2 girls who helped Father Christmas will dress in safari kit and sell trail leaflets on Dino Day (maximum 500). They will also help on the day of the trail, when there will be a 2 hour window 10.00 to 12.00 to sign up and start and it will finish between 13.00 and 15.00. Cost to take part will be £2.00.

**6. Board Director Application** – AK and PH interviewed a local property developer last week. No decision was made on this person becoming a director as the Board would firstly like to look in to the possibility of having Barrow BID Ambassadors. These people would be below Board level, but could work and support the work that the BID does and it would not be limited to business owners in the town centre. It was decided to discuss the Board application at the next meeting.

PH to look in to job description for BID Ambassadors. PH will contact the interviewee to give him the Boards' decision after his application has been considered at the next meeting.

**7. BID Policies and Procedures Review** – PH has made the suggested amendments re tender limit being increased to 10K and the procedure re complaints about the chairman. Not all of the Board had managed to review the paperwork, so PH asked for everyone to do this before the next meeting and to let him know about any issues before then.

Policies and procedures to be confirmed at next meeting.

## **8. Regeneration Scheme Update**

- Future High Street Funding – CG discussing with Highways and Stagecoach to add Cavendish St and Buccleuch Street bus stops into the plans and make both streets one way. This would improve access via public transport, access to car parks and enable herringbone parking on Cavendish and Buccleuch streets.
- Pocket Park and Station Gateway – 12 month timeline for completion of these projects. CG to continue working on them.
- Towns Deal – hopeful of a decision by the summer. Transport links are part of the project.

## **9. Business Improvement Grants**

- Bridal House – new business opening in Scott Street. The Board unanimously voted in favour of approving their grant application for decoration/signage.
- Four applications are still outstanding

- One business has failed to carry out the work for which they were awarded a grant. The Board agreed that the business should be informed that if the work was not completed by the end of the month steps would be taken to recover the money.
- All procedures relating to grant applications have now been tightened up.

**10. Pop-up Shop** – there has been quite a lot of interest about this. Furness College are also keen on involving their business course students.

CG to look in to how pop-up shops work in other places and RM will investigate the impact on the owners of empty shops who allow their building to be used for this purpose.

#### **11. AOB**

- Barrow Beautiful Places grant application – the Board unanimously agreed to award half of the money applied for. In addition they have also gained from free advertising on the Dino leaflet.
- Treasure Trail – CG has just received a copy of the Grange Treasure Trail from [Treasuretrails.co.uk](http://Treasuretrails.co.uk). He is going to try it out with his own children and will feedback at a later meeting.
- BBC and Barrow BID are concerned about the security and damage of local businesses both empty and occupied. CG has been looking in to a joint initiative with the police to locate cameras in 8 or 9 shop windows which will record activities outside the premises. He also said that vinyl coverings on empty shop windows help by making it difficult to see in.

**12. Date for next meeting – Tuesday 14<sup>th</sup> April 2020**