



Business Improvement District

General Board Meeting

5.30pm Tuesday 4th

October 2022

Host

Chaired by: Alex Ward (AW)

Attendees: BID Members: Sherry Siefken Glossop (SSG), Justin Morgan (JM), Phil Barnett (PB), Steve Cross (SC)

Others: BID Manager Sarah Hooper, Johnnie Wells (JW), Simon Sharp (SITA SS), Jackie Wetherill (taking Mins),

Apologies: James Deseta (JD), John Hill (JH), Roger Symons (RS), Town Council Representative: Michael Evamy (EM), Chrissie Chard (CC), Nik Read (NR),

Agenda Item	Minutes	Action
1	Welcome and Apologies – noted above	
2	Declaration of Interest - nothing to declare	
3	Approval of Minutes 13.9.22 Justin (JM) & Sherry Siefken Glossop (SSG)	
3	Matters arising Rising Commercial Rents – Email has been sent to BID members advising them of the facts and how they can report to RICS. John waiting for Amy to find latest update before investigating if members would be interested if we could supply a venue where businesses can meet to discuss between themselves. Graffiti – Justin has created a map Transport Sub Group – Meeting was cancelled - to be updated at next meeting Street Marshalls – Town Council have arranged Marshalls to check Trewin	John to go back to Amy to find latest and update before JW looking into if Businesses involved would be interested Business to be contacted – Sarah No action

	<p>Gardens regularly.</p> <p>GWR – Survey – Survey had very little response, mostly asking for trains to run later.</p> <p>Dogs on Beaches & Street Traders – Wardens are on petrol, up to public to report to Town Council for any incidents.</p> <p>BID 3 – To be researched later in the year after winter events have been organised.</p>	<p>Sarah to add to newsletter</p>
<p>4</p>	<p>Managers Update – BID Manager Sarah Hooper</p> <p>First week in position and loss of Queen Elizabeth has meant that much of the time has been spent reviewing latest guidance.</p> <p>Disabled Access Suggestion by BID Member – We have had a response from 3 business, SITA members need to be contacted to see who had disabled access.</p> <p>Bins and Waste – Crates have been installed by Stoned pizza to ease problem with their waste. It was suggested that with problems in St Ives for being able to dispose of waste, that maybe businesses could sign up for a Code of Conduct to make them more responsible. There are key areas of problems.</p> <p>Simon suggested that a Code of Conduct could include signs, frontage and waste.</p> <p>Sponsorship request November - They have not been back in touch, and the event is October. Applicants for funding need to provide full details, including information about the organisation and bank accounts in future.</p> <p>Electric Vehicles – Justin informed the board that some businesses are now using electric vehicles effectively and parking outside of main part of town. To be discussed more at next meeting</p> <p>Policing in St Ives – Alex explained to the board that there was no phone line, or direct email to contact Police stationed at the Stennack. Sherry reminded that all incidents need to have a log number</p> <p>Budget – Budget nothing to report.</p>	<p>JW to email members and ask for members to let us know if they have disabled access and investigate facilities before putting out on social media.</p> <p>Project to look into for BID 3 preparations next year.</p> <p>Sarah to add to newsletter to ask for people to ensure they get a log number.</p>

	<p>BID 3 – Sarah has started to put together initial material. Alex and Sarah due to have a meeting with British Bid Representative and will update the Board at next meeting. Helen working on an initial draft of the mid-term review, Initial advice from British Bid was to aim for September next year for ballad.</p> <p>Place shaping – Meeting was cancelled. Board to be advised when meeting is rescheduled.</p> <p>SITA Website – Sarah updated the board with ideas for webpage, and aim is to start updating in the next few weeks.</p> <p>Anaerobic Digestion Project: - This is currently being investigate by the Council and Board will be updated with progress.</p> <p>Social media – Sarah updated the board of increase on the number of followers and hits. Ideas were put forward for further social media and PR. Sarah has spoken to some businesses about doing local offer during the winter months. Bonfire night is going ahead so will be pushed on social media.</p> <p>Visibility of BID – Sarah has ordered a jacket with BID on it, to make more visible around town to businesses if they have something they would like to talk to BID about. Also increase social media to show what BID is doing.</p> <p>WIFI: Sarah asked the Board if we should look into town WIFI again as so many businesses are struggling with signals. The Board agreed that Sarah look into Towns Fund and other possibilities. Also follow up on G4 mast that was meant to be left from legacy of G7. Sarah has initially spoken to Falmouth but will follow up</p> <p>Steve and Johnnie left meeting for prior engagement.</p> <p>Staff and BID Managers hand book- Sarah has been working on this and draft will be shown to the board when available.</p> <p>New Business Handbook – Sarah showed the board the initial draft for feedback. Will include extra information on contacts, but mainly a PDF that can easily be updated as needed. Sarah also informed the board that Safety Cornwall team have offered courses for free.</p> <p>Drop In – Derek Thomas has asked for a drop-in clinic, initial date 21st October. Venue to be confirmed and circulated to BID members when available. Linda Taylor also to attend</p> <p>Premier Inn Proposal – The Board discussed what it would mean for the town and agreed representatives would go to the open day to discuss concerns and</p>	<p>Sarah to update the board when information collated</p> <p>On hold still</p> <p>Sarah to update Board at next meeting</p> <p>On Hold remove until more news from council</p> <p>Sarah to approach more businesses to see who is interested</p> <p>Sarah to look into possibilities for WIFI</p> <p>Sarah to update Board at next meeting</p> <p>Sarah to finish draft on feedback from Board and show at next meeting Sarah to get dates for courses and circulate to businesses</p> <p>Sarah to inform businesses when details are confirmed.</p> <p>Board to be updated</p>
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	<p>update the Board at next meeting. Including parking, light pollution, safety of pedestrians and access.</p> <p>Director Resigning – Alex informed the board with great sadness, that Sherry has had to resign from being a Director on the Board due to her busy schedule. The Board expressed their gratitude for her work over the years, and hoped that she may still be involved if not a Director when able.</p> <p>Planting and Flowers – Our contractor has sold his business, so with due diligence BID will put out tender to new owners and other suppliers</p> <p>St Ives Museum Application: - Representatives of the gave a presentation of what they would like funded. The board agreed to fund £250 towards their request but also support them with social media call outs for their events.</p> <p>AOB</p> <p>Benches – Justin asked for more information on the replacement benches around town, if they are recyclable and how many are going in.</p> <p>AGM – The board suggested January as a better time for AGM, as December is very busy for businesses.</p> <p>Malakhov – Justin and Simon pointed out that the steps blocked off near the Malakov needs urgent attention. Although the Council cannot afford to do repairs at present, it should be tidier.</p> <p>Next BID meeting 1st November 2022</p>	<p>at next meeting</p> <p>Sarah to inform Greenwood Wilson to advise Companies house.</p> <p>Sarah to get quotes.</p> <p>Sarah to ask council.</p> <p>Jackie to suggest dates and start process</p> <p>Sarah to do note to Council and ask for response and find new contact since Vanessa left.</p>
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