



## Business Improvement District

### General Board Meeting

5.30pm Tuesday

4<sup>th</sup> April 2023

Harbour View

House

St Ives

Chaired by: Alex Ward (AW)

Attendees: BID Members: Justin Morgan (JM), Roger Symons (RS), Chrissie Chard, John Hill (JH), Steve Cross (SC).

Others: BID Manager Sarah Hooper, Simon Sharp (SITA SS), Helen Tripconey (HT), Jackie Wetherill (JW taking Mins), Nik Read (NR), Kenny Messenger KM, Michael Evamy (ME), Henry Symons

Apologies: James Deseta (JD), Phil Barnett (PB),

| Agenda Item | Minutes  | Action   |
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| 1           | <b>Welcome and Apologies</b> – noted above   |  |
| 2           | <b>Declaration of Interest</b> – SH & JM RNLI, PB – Edward Hain & Kidz R Us, JH, AW and PB Kidz R Us, AW & JW & CC St Ives in December   |  |
| 3           | <b>Approval of Minutes</b> 7.3.23 JM, AW   |  |
| 3           | <b>Matters arising – Outstanding Items from previous meetings to go into next BID Board meeting.</b><br><br><b>New Year's Eve 2023</b> – Waiting on Meetings, will update the Board at next meeting. | Sarah to gain quotes from event management companies |

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| <p>4</p> | <p><b>Managers Update – BID Manager Sarah Hooper</b></p> <p><b>Disc App:</b> - Directors have been added to Disc as admins, hope to roll out in couple of weeks time. It does include facilities such rogues gallery, map of town, and in an emergency it can ping out message to everyone.</p> <p>Full update at next meeting.</p> <p><b>Gift Card/Loyalty Scheme:</b> - Design is ready, PR Ready to go and getting good interest from a wide range of businesses.</p> <p>Launch date in the next month after Easter once businesses are set up on the system. Board to be updated at next meeting.</p> <p>A review to be taken after year one to see if the project has been successful and will pay for itself.</p> <p><b>Kings Coronation:</b> We have secured £2000 from Town Council towards the outdoor screen to celebrate Kings Coronation. Final sight survey to be carried out by supplier, and position to be above the arches. The aim is for the screening to finish by 9.30 or 10pm latest. The library is keen to hold craft events on the beach for children and story telling.</p> <p>Spotlight have been in contact with the screen provider and asked if they could do a news item on St Ives and the event.</p> <p>The board discussed options of what could be screened after the Coronation, suggestions local businesses could supply footage, short films, heritage and history of St Ives films, Kidz R Us and other options. Jackie to look into over next few weeks and coordinate with Sarah and Phil.</p> <p>Street banners have been investigated, and we are getting permission for installation to be confirmed then will place order.</p> <p>The Board suggested a Coronation Window Competition with best window wins £50. Voted yes by JM, SC, JH, CC and RS</p> <p><b>Flowers:</b> As agreed by Directors outside of Board meeting, Cormac are preferred option for flowers this year and review next year.</p> <p><b>Food Festival:</b> - Tickets are selling well, talent secured and advertising started. community tent for local charities and groups will be available and had good take p.</p> <p>Food Island and local taster menus are being finalised with St Ives businesses and the Food Trail booklet will be updated.</p> <p><b>Renewal:</b> Talked through renewal draft, Directors to review and give feedback in next few weeks. Base lines and what is covered by Town Council and Police to be confirmed.</p> <p>Directors discussed cost of postage and agreed that some would hand deliver to</p> | <p>Update next meeting</p> <p>Sarah to update the Board at next meeting</p> <p>Sarah and Helen to update at next Board meeting</p> <p>Sarah to finalise Consultation document and distribute to levy payers</p> |
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| <p>save on that cost.</p> <p><b>Drop-In Clinic:</b> Derek Thomas, Linda Taylor and Police went well. Thanks to Kidz R Us for providing venue.</p> <p><b>Recruitment morning:</b> Arrangement in place and jobs will be gathered to see if this is something that will help the town and its recruitment problems as there is no hard cost only labour. It has been advertised in schools, leisure centre and social media.</p> <p>Jobs will be posted onto Library Board post the event and feedback given next meeting.</p> <p><b>Budget:</b> Alex took the Board through the latest draft budget for 2023/4, including £11000 for summer plating, Increased bunting to cover whole town as voted by Board directors previous to meeting to ensure installation in time for Coronation, Reusable Banners for Wharf and Tregenna Hill as voted for at previous meeting alongside usual New Years Eve, Winter Lights etc.</p> <p><b>AGM</b> – BID AGM proposed date 25<sup>th</sup> April 6pm.</p> <p>Next BID meeting 2nd May 2023</p> <p>Further Board Meetings<br/> 30<sup>th</sup> May<br/> 20th June<br/> 18th July<br/> 15th August</p> | <p>Sarah to report on how the recruitment morning went</p> |
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