



Weymouth BID Ltd

Minutes of Board Meeting

Date: **Friday 30th November 2018**

Time: **10.00**

Location: **Pilgrim House**

Item	Details	Action
	<p>Attendees and Apologies</p> <p><u>Present: Board Members :</u></p> <p>Chairman, Richard Lamb (RL) Kings Arms, Nothe Tavern, Boot Inn Vice Chair, Ian Ferguson (IF) Weyline Taxis, Bee Cars, Streetcars Keith Treggiden (KT), Stonegate Pubs Jonathon Oldroyd (JO), Gloucester House Hotel Stephen Bassett (SB) Londis Julia Cohen (JC) Weymouth College</p> <p><u>Present: Non Board Members:</u></p> <p>Claudia Moore (CM) BID Chief Operating Officer Helen Toft (HT) BID Admin Cllr Richard Kosior (RK) W&PBC Cllr Richard Nickinson (RN) W&PBC Alan Rose – Just Racing – presentation at 10.00 then left Jamie Crage – Weymouth Pride – presentation at 11.00 then left</p> <p><u>Apologies:</u></p> <p>Tamsin Mutton-McKnight (TM-M) Sealife Centre, Merlin Dennis Spurr (DS) The Fantastic Sausage Factory Chris Truscott (CT) McDonalds John M Sutton (JMS), Redcliff Guest House Edward Warr (EW) Town Centre Manager Trevor Hedger (TH) WPBC Senior Economic Regeneration Officer</p>	

Item	Details	Action
1.0	<p>Welcome</p> <p>RL welcomed the members and introduced Alan Rose from Just Racing</p>	
2.0 2.1	<p>Guest Presentations</p> <p>Alan Rose from Just Racing gave a presentation about his funding application for money to support putting on 3 events.</p> <p>Just Racing is currently planning three separate events</p> <p>Weymouth Half Marathon (run) 17th March 2019</p> <p>Swim the Bay (Swim) 20th July 2019</p> <p>Jurassic Wheels (Cycle) 21st July</p> <p>The aim is to attract athletes to Weymouth from a wider geographical area for:</p> <p>A – Event day/weekend/week</p> <p>B – Training/ recess/family visits outside the event.</p> <p>To develop a membership scheme for local businesses and athletes.</p> <p>To develop local activity and engagement from local businesses and individuals throughout the year in and around Weymouth.</p> <p>Following the presentation Alan Rose left the meeting and discussion about the application took place. It was agreed that two board members SB/CT would meet with AR to look at his financial proposals in detail and report back to the next Board Meeting.</p> <p>Action: SB and CT to meet Alan Rose before next Board Meeting</p> <p>Jamie Crag from Weymouth Pride was assisted by Julia Cohen in giving a presentation about a Pride Event being planned for the town from 26-28th July 2019. The College will be partners for this event.</p> <p>Day 1, a family fun night in Radipole Park with an open air cinema and Disney film.</p> <p>Day 2, an Opening Ceremony at the College followed by a parade through the town to the Pavilion followed by a music festival in Radipole Gardens with food and drink stalls and a headline act. Across the town there will be a Unicorn Hunt or something similar for the children.</p> <p>Day 3 will be a family picnic in Radipole Park.</p> <p>A facebook page and website have been created and lead sponsors already signed up.</p> <p>Concerns were raised about the dates as this is the first weekend of the school holidays. JC explained that this was the only free weekend on the country wide Pride Calendar. Councillors raised concerns about the road closures.</p> <p>The Board are supportive of the event and await more details in the form of a formal funding application.</p>	SB/CT

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4.0	<p>Minutes of last Meeting 16th November 2018</p> <p>The minutes were agreed as a true record and signed by RL.</p>																																					
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5.0	<p>Chairman's Report</p> <p>RL is to met with Inspector Barry Gosling of Weymouth and Portland Police who is the new Neighbourhood Police Team Inspector.</p> <p>CM suggested that it would be beneficial to the board to meet with Graham Duggan who is Head of Community Protection for West Dorset District Council and Weymouth & Portland Borough Council and North Dorset District Council.</p> <p>Action: CM to invite Mr Duggan to the next board meeting</p> <p>Street Traders – Levy payers have raised concerns that the ice cream van that has a licence in the town is also selling food and taking trade away from levy payers. RL is following this up with the Council and will report back at the next meeting.</p>	CM																																				

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	Action: RL to report back on the street trading licencing situation at the next meeting	RL
6.0	<p>Sub-Committee Updates</p> <p>SB reported that he will be having a meeting with the Town Centre Manager to better understand his role in relation to the BID.</p>	
7.0	<p>Financial Report</p> <p>The monthly financial report will be presented at the next meeting.</p>	
8.0	<p>BID Operations Officer Items</p> <p>8.1 Jurassic Coast Loyalty Card – This is a loyalty card that is available to locals and is currently being used in other towns along the Jurassic Coast. The Board agreed with the idea and two members, RL and IF will sign up to assess the usability and report back to the board at the next meeting.</p> <p>Action: RL and IF to sign up for Jurassic Loyalty Card and report back before recommending to others</p> <p>8.2 BID Legacy – deferred until the next meeting.</p> <p>8.3 World Of Markets – CM is progressing this and discussing an April market with the company.</p>	RL/IF
9.0	<p>Town Centre Manager Updates</p> <p>No updates since last time.</p>	
10.0	<p>Funding Applications</p> <p>10.1 Just Racing – as above, more financial information to be sought before a decision at the next meeting.</p> <p>Action: SB and CT to discuss finances with Just Racing and feedback to next meeting.</p> <p>10.2 Weymouth Events and Map Leaflet – Steve Davies from W&PBC has asked for support for the printing of the 2019 Weymouth and Portland Events Calendar and Map. Discussion took place and it was agreed that the board would consider the application when submitted on a funding application form.</p>	SB/CT

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	<p>Action: CM to contact Steve Davies with request for formal application.</p> <p>10.3 Weymouth Lions – Christmas Day Swim – Discussion took place and it was unanimously decided that it was not right for the BID to fund an event that then passed on the money they raised to Charities.</p> <p>Action: CM to inform the Lions.</p> <p>10.4 Weymouth Development Trust – following on from the presentation from Chris Wilson at the meeting on 16th November a funding application for £7,936 has been received to support the next stage of the process to bid for Government funding for the creation of a Centre of Excellence on the harbour side. Discussion took place and it was unanimously agreed that the funding would be granted on the condition that the BID Office could be housed in part of the new building, rent free, for the remainder of the BID’s current term and thereafter at a cost no more than Weymouth BID are currently paying at Pilgrim House.</p> <p>Action: CM to contact Chris Wilson with condition and report back to board.</p>	<p>CM</p> <p>CM</p> <p>CM</p>
11.0	<p>Projects/Events update</p> <p>Christmas – Elves have been distributed to shops and entry forms printed. Everything is in place for the ‘Lions Christmas Present’ on 1st December. 24 days of Christmas facebook competition will also commence on 1st December.</p>	
12.00	<p>Marketing and Promotion</p> <p>Nothing to report. Marketing Brief still not completed.</p>	
13.00	<p>AOB</p> <p>IF explained to the board that he agreed with the previous BID board that he would promote We Are Weymouth on his fleet of 30 taxis in exchange for the cost of the vinyl. An invoice for the latest batch done is £325. Discussion took place and it was unanimously agreed that this was good value for money for promoting the brand which would continue to be used by the BID.</p> <p>Action: BID to pay invoice</p>	<p>CM</p>
14.00	<p>Agenda Items for next meeting</p> <p>Funding Application for Events Calendar and Map</p> <p>Funding Application for Just Racing</p> <p>World of Markets</p>	

Item	Details	Action
15.00	<p>Date of next Meeting</p> <p>The next Board Meetings will take place on Wednesday 19th December at 10.00</p> <p>Venue: Pilgrim House, Hope Square</p>	

ACTIONS FROM THIS MEETING

Item	ACTIONS	When
	Carried forward from previous meeting	
	CM to arrange meeting with the Echo Editor at Pilgrim House	Asap
	All members to read the JD and succession planning documentation before 19 th December	
	Amended Marketing Brief to CM – Still outstanding RL to send to CM by next week	Asap
	JC to circulate Events/Marketing s/c dates	Asap
	CM will re-advertise the admin post	Asap
	RL to contact KT about Pubwatch – Before next meeting	Nxt mtg
5.0	CM to invite Mr Duggan to the next board meeting	asap
	RL to report back on the street trading licencing situation at the next meeting	Nxt mtg
8.0	RL and IF to sign up for Jurassic Loyalty Card and report back before recommending to others	Nxt mtg
9.0	Funding Applications	
	SB and CT to discuss finances with Just Racing and feedback to next meeting.	Nxt Mtg
	CM to contact Steve Davies with request for formal funding application for Events Calendar and Map.	Asap
	Christmas Day Swim - CM to inform the Lions	Asap
	Weymouth Development Trust - CM to contact Chris Wilson with condition and report back to board.	Asap
12.00	BID to pay invoice	Asap

Signed as a true record by

Richard Lamb
Chairman

A handwritten signature in black ink, appearing to read 'R Lamb', written over a horizontal dotted line. The signature is stylized and cursive.

Date

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