



Agenda for Full Board Meeting

Date: **Friday 6th July 2018**

Time: **08.00**

Location: **Nothe Tavern, Barrack Road**

| Item | Details | |
|-----------|---|--|
| 1. | Welcome | |
| 2. | Apologies for Absence | |
| 3. | Approval of the Previous Minutes (8th June 2018) | |
| 4. | Actions from the Previous Minutes | |
| | 3.0 | JD's on website |
| | 6.0 | Financial Report on website |
| | 8.0 | CM to speak to EW about attending meetings |
| | 9.0 | Approach P&J man for more info |
| | 10.0 | Feedback form from Wessex Folk Festival |
| 5. | Chairman's Report 5.1 Results – Thanks to Trevor Hedger and Board Members 5.2 Amendments to W&PBC Operating Agreement 5.3 Developing the Business Plan going forward 5.4 Approval of Board Member Graham Perry 5.5 Heritage Trail 5.6 Annual Report for WPBC | |
| 6. | Financial Report Monthly Report from Mel Hart | |
| 7. | BID Manager Items 7.1 Paid weekend TIC cover 7.2 BID manager priorities – see mind map 7.3 Training and Development plan for CM and HT 7.4 Paul Mills 7.5 Office Move | |
| 8. | Town Centre Manager Updates | |
| 9. | Funding Applications 9.1 Approval of new criteria | |

| Item | Details |
|------|---|
| 10. | Project/events updates 10.1 Feast 10.2 Halloween 10.3 Christmas |
| 11. | Marketing and Promotion 11.1 – Report from Key Digital and CM |
| 12. | A.O.B. |
| 13. | Agenda items for next meeting |
| 14. | Dates of Next Meeting: August 10th - CM apologies |

Attachments for this meeting

| Agenda Item | Title | Included | To follow |
|-------------|---|----------|-----------|
| 3. | Draft Minutes of meeting 9th 2018 | Y | |
| 6. | Monthly Financial Report | | Y |
| 5.3 | Developing a Business Plan going Forward | Y | |
| 5.4 | Board Membership Application and Skills Audit | Y | |
| 7.1 | Paid weekend ICT cover | Y | |
| 7.3 | Manning a TIP | Y | |
| 8.0 | Update from Town Centre Manager | | Y |
| 10.1 | Feast Review of 2017 | Y | |
| 11.1 | Key Digital – 3 Documents | Y | |