



Agenda for Full Board Meeting

Date: **Monday 30th July 2018**

Time: **08.00**

Location: **Nothe Tavern, Barrack Road**

Item	Details		
1.	Welcome		
2.	Apologies for Absence		
3.	Approval of the Previous Minutes (6th July 2018)		
4.	Actions from the Previous Minutes		
	Item	Action	Who
	3.0	JD's on website	CM
	5.3	CM/HT to contact levy payers for missing info CM/Admin to send out date options and set up fb group.	CM ongoing
	5.4	HT to sort paperwork for GP membership	HT
	5.5	CM enquiry to other towns about heritage provision.	CM
	5.6	Report to be prepared for W&PBC CM/RL	CM/RL
	6.3	CM to mention in newsletter.	CM
	6.6	CM getting quotes for branded hi-vis jackets.	CM
	6.7	EW to outline future plans at next meeting	EW
	8.1	CM to send out TIC survey	CM
	8.4	CM to send out accommodation enquiry to levy payers	CM
	9.1	GP to amend Funding Application Form and circulate	GP
10.0	CM to send out Halloween and Christmas questions to Levy Payers	CM	
5.	Chairman's Report 5.1 New Board Member Application – Rhea Robinson – Coversure 5.2 Key Media 5.3 Matt Prosser meeting update 5.4 Recommendations to the Board from Roger Stockley 5.5 Board Discussion and Approval of redrafted forms: <ul style="list-style-type: none"> - Procurement and Tendering Policy – max spend for COO - Membership Form - Funding Application - Register of Interests - Agreement to removal of requirement for confidentiality form for Board 		

Item	Details
	5.6 Contact Points 5.7 Members 5.8 Zones 5.9 Voluntary Contributions/levy payers 6.0 Quay HR
6.	Financial Report Monthly Report from Mel Hart
7.	BID Manager Items 7.1 Office move 7.2 Insurance renewal 7.3 FEAST brief 7.4 Company Secretary 7.5 Storage 7.6 Cruise Visitor signage
8.	Town Centre Manager Updates – EW to send written report
9.	Funding Applications
10.	Project/events updates
11.	Marketing and Promotion
12.	A.O.B.
13.	Agenda items for next meeting
14.	Date of Next Meeting: T.B.C.

Attachments for this meeting

Agenda Item	Title	Included	To follow
3.	Draft Minutes of meeting 6 th July 2018	Y	
5.1	Rhea Robinson – Board Member Application & Skills Audit	Y	
	Rhea Robinson Membership of Weymouth BID Ltd	Y	
5.3	Roger Stockley Recommendations	Y	
7.8	Insurance Renewal	Y	