

# Tavistock

BUSINESS IMPROVEMENT DISTRICT

**Tavistock BID Ltd**

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## MINUTES OF THE BOARD OF DIRECTORS' MEETING

**DATE:** 15<sup>th</sup> June 2016, AT 6.00PM

**LOCATION:** THE BEDFORD HOTEL, TAVISTOCK

**ATTENDEES:**

Tony Whitehead - Mayflower Galleries (TW)

Lisa Piper – BID Manager (LP)

Guy Talbot – Francis Clark (GT)

Robin Rich – I Love Candy (RR)

Nigel Eadie – The Original Pasty House (NE)

Mandy Ewings – Original Barber Shop (ME)

Item ref	Agenda Item	Decision/Action
<b>1</b>	<b>APOLOGIES</b>	
	Andrew Baker	
<b>2</b>	<b>MINUTES OF THE LAST MEETING</b>	
	It was proposed by RR and seconded by NE that the minutes from the May meeting were accepted as a true and accurate record, these should be put on the web page	CH put on to web page
<b>3</b>	<b>GETTING THE WORK DONE</b>	
	LP Report	
<b>3.1</b>	<p><b>Man Engine</b> – Plans have been slow to move forward and at the Pannier Market and Town Hall consultative meeting on Tuesday 14<sup>th</sup> June, LP was informed that there are plans to move the Man Engine to occupy the road outside the Town hall. Awaiting amendments to TTRO which would free some space on the Square. John Taylor is championing this, but there are lots of different people organising bits – a little confusing</p> <ul style="list-style-type: none"> <li>• LP organising magician, kids balloons, various acts (singers, harpists), Roby Trust rides</li> <li>• Difficult to know where to place things as timings/locations are not decided</li> <li>• Transporter to be in position – already facing on to Plymouth Road</li> <li>• Road traffic order to be changed – either from 7.00am. or the night before – traffic in West Street will come one way (need to be given this information soon – and pass on to levy payers) – LP will send an email when this information is to hand</li> <li>• Plymouth Road will be closed up to Canal Road (library) so that the Man Engine can walk or crawl to Canal Road</li> <li>• The Man Engine will now be at Kit Hill for the One Show (not Tavistock)</li> <li>• ME will ask Jon Taylor if anyone is paying for the stage</li> </ul> <p><b>Carnival</b> – Theme – ‘Road to Rio’ - new route for Carnival – concern expressed that the top end of West Street was now cut off – shop window competition to organise and offer poster</p>	<p>LP</p> <p>LP</p> <p>ME</p> <p>LP</p>

	<p><b>Survey</b> – It was decided at the last meeting that a survey would be carried out regarding the current state of trade in the town, as this was felt to be in a fragile state. Broadly Speaking was commissioned by BID to conduct a business survey – LP has the raw data, and an analysis will follow at the end of the week – 100 responses so far – planning committee will have the results</p> <p><b>Britain in bloom</b> –</p> <ul style="list-style-type: none"> <li>• Conference here last week, including the two judges</li> <li>• Main award being judged on 11<sup>th</sup> July – BID award to be confirmed</li> <li>• This is now handed over to a new committee – Alex will be Chair, with the AGM in September, supported by BID</li> <li>• Rising Sun did the baskets – 10 more needed NE to check brackets which he thinks he has in stock – 172 baskets out</li> <li>• 'Abode' sponsoring picnic in park after judging</li> </ul>	NE
<b>3.2</b>	<b>Plan for rebalot</b>	
	<ul style="list-style-type: none"> <li>• Business plans have been printed and should arrive at ERS by mid-day Wednesday 15<sup>th</sup> June - they will be posted on Thursday 16<sup>th</sup> June</li> <li>• Final voting takes place Thursday 14<sup>th</sup> July with results being called through to LP on Friday 15<sup>th</sup> at 5.00pm.</li> <li>• BID Directors very complementary about the Business Plans</li> <li>• BID on the front cover of Tavistock Times Gazette this week featuring what has been achieved etc.</li> <li>• LP, RR and ME will spend time in each business once the plans have been received to ask if they have any questions, which could then be answered on the spot</li> <li>• LP is in contact with a number of the local branches of the Nationals – Business Plan to be sent locally unless specified not to – LP has a list of names of where this is going – she will contact specific people who need to be contacted</li> </ul>	LP/RR/ME  LP
<b>4</b>	<b>MARKETING/PROMOTIONS</b>	
<b>4.1</b>	<p><b>Man Engine</b> – dealt with under 3.1 above</p> <p><b>Town Card</b> – LP researching this – if BID re-elected then it will be taken further – like a Gift card for Tavistock – works like at debit card on multiple levels – quite costly but worth further exploration – could be ready for launching at Goose Fair</p>	LP
<b>5</b>	<b>AROUND TOWN</b>	
<b>5.1</b>	<b>Britain in Bloom</b> - dealt with under 3.1 above	
<b>6</b>	<b>BUSINESS SUPPORT AND LOBBYING</b>	
	<b>Survey</b> – Outline details of the survey commissioned to support the BID objection to the Fairway development were available and discussed	
<b>7</b>	<b>PARKING</b>	
	Nothing further to report	
<b>8</b>	<b>FINANCIAL REPORT</b>	
	GT reported that BID were working on a very tight budget – hopefully more monies would come in on the BID levy, which were overdue, and some from the Tavistock Guide. There were a few invoices that needed to be paid, and BID were supporting the Man Engine.	

<b>9</b>	<b>CHAIR UPDATE</b>	
	TW commented that it is obvious now that until the result of the re-ballot is known we cannot undertake any more significant expenditure. We have done a great deal this year and must hope for a good result in the Britain in Bloom competition and a fine summer for tourism.	
<b>10</b>	<b>ANY OTHER BUSINESS</b>	
<b>10.1</b>	There was concern expressed that Estate Agents in Tavistock were moving into retail premises, apparently without applying for planning permission for change of use – this would be looked at later.	
<b>11</b>	<b>DATE OF NEXT MEETING</b>	
	<b>Wednesday 20<sup>th</sup> July, 2016 at 6.00pm.</b> at the Bedford Hotel at 6.00pm.	

The meeting closed at 8.01pm.

