

THESE MINUTES HAVE NOT BEEN RATIFIED SO ARE A DRAFT COPY FOR YOUR INFORMATION

BID AGM minutes – meeting held 18th October, 2017 at the Bedford Hotel at 6.00pm.

Directors present – Andrew Baker – Treasurer. Robin Rich – Chairman. Nigel Eadie. Valerie Davenport. Cllr. Harry Smith. Martin Hawkins. Mandy Ewings. Lisa Piper – BID Manager

The Chairman – Robin Rich welcomed those present to the 7th AGM of BID.

1. Minutes of AGM 2016

There were no comments on the minutes, so it was proposed by Nigel Eadie and seconded by Andrew Baker that the minutes of AGM 2016 should be accepted as a true and accurate record, this was unanimously agreed by Members.

2. Matters arising

There were no matters arising.

3. Chairman's report

The Chairman – Robin Rich said that he had joined the BID Board part way through the term, as he wanted to see what the pot of money did in the town – he had 'rolled up sleeves and cracked on' – working through the Plan. Recap of last year –

- Dickensian now on first Friday in December (1st December)
- Website and newsletter and face to face contact continues website needs to be updated and get input
- Easter Bunny trail – approximately 300 children took part
- Treasure Hunt and Summer festival in the school summer holidays – huge success – continue this format for the winter festival – developing bigger and better
- Town Council, Chamber and BID produced a booklet and distributed this throughout the town
- Lobbying the Town Council regarding scaffolding works producing banners to encourage shopping in businesses affected
- Lobbying regarding Business rates
- Lobbying on behalf of businesses regarding Council tax – name and shame – West Devon has £112,000 – now come up with criteria – tick list based on the additional amount that was paid, should be done and sent out in December – National Government name and shame if amounts are not given out
- A-boards – problem going on for about 13 years - banned in 2007 – comments that Market towns and trading towns up and down the country use A-boards . The Chairman will push the Council with his BID hat on
- Pets at Home proposed premises in Plymouth Road – working with other organisations to stop this from happening
- Car parking – BID has lobbied to keep the same charges for next year
- Britain in Bloom – news out in October that Tavistock have a gold award – concern expressed that the baskets were not very good – there had been a problem with the type of plants – Town Council did a very good job of watering – could they be asked to address the problem with weeds in various places throughout the town? – the Chairman will check this point
- Christmas lights – BID have now purchased the lights that have been used for the last couple of years – money should be saved over the next few years – discussion as to when lights should be switched on – conversation regarding who should put lights up – BID

Manager has 2 quotes so far, another expected tomorrow – lights normally put up over a couple of nights - Council responsible for town centre – BID covers West Street, Plymouth Road and side streets – just under £4,000 + VAT

The Chairman wished to thank the Board of Directors for their outstanding work – he said that the BID Manager was ‘like the glue that stuck it all together’ and she worked like a Trojan. He asked if there were any questions.

1. There were some businesses who knew nothing about the Easter bunny hunt and then the Treasure hunt during the summer – another Easter bunny event had been organised, which had actually been very good - BID should let all BID Members know – information was on website, but some Members hadn’t accessed this, also in the newsletter – website needs to be linked with what is going on in Tavistock, Kevin Hailey offered to help, put events in Tavistock on his internet details. Other Members frustrated with communication and offered to put more information on their own facebook page etc. It was felt that perhaps Tavistock was well covered, but people outside of Tavistock needed to be tapped too.
2. As those people outside Tavistock needed to know when there was anything on, the question was asked where events in Tavistock were advertised – this was on the local radio stations – it was felt this should be broadened.
3. It was stated that other BID’s actually got further revenue than the 1% taken by the Council – St. Austell and Bude tapped other revenue streams – would it not be possible for Tavistock to do this – levy to see that part of the BID grow more – money with grants coming free
4. Some BID Members felt that Dickensian doesn’t help shop owners – need to separate the street entertainment/stalls from shopping – felt it used to work well, not so good in more recent years whilst BID had been involved, although it was admitted that this could be the economic climate – it was also felt that people often came back later in the Christmas season to make purchases that had been seen at Dickensian etc. Nigel Eadie said that Dickensian and Christmas lights in the town would have died if BID had not taken these events over – suggested that those Members who were not happy should meet together with the Chairman and BID Manager to talk things through.

4. Approval of Accounts

The Treasurer – Andrew Baker presented the accounts for the year ending 31st August, 2017, and directed Members to pages 8 and 9 which gave an overall picture of how the accounts stood at present. He reported a small loss, due in part to some levy payers having not paid, additional secretarial expenses, expenditure on the new website. Last year there had been a donation from Tesco which had not happened this year. With the purchase of Christmas lights, this expenditure would gradually decrease significantly.

There were no questions for the Treasurer, so it was **proposed by Valerie Davenport and seconded by Robin Rich that the accounts be approved. This was agreed by Members, none against.**

5. Appointment of Directors

The Directors shown below have held office during the whole of the period from 1st September, 2016 to now.

A. D. Baker

N. P. Eadie

Mrs M. V. L. Ewings – In accordance with the Constitution a serving Director was required to retire in rotation – **Mrs M. V. L. Ewings was retiring and offered herself for re-election – there was unanimous approval of this**

R. A. Rich

Other changes in Directors holding office are as follows:-

- **Mrs V. M. Davenport appointed 21st June, 2017 – happy to stand – Unanimous approval of this.**
- **M. A. Hawkins appointed 16th November, 2016 – wished to stand down**
- **Mrs R. Kelly – appointed 18th January, 2017**
- **G. Newby - appointed 19th October, 2016 – resigned 1st August, 2017**
- **Mrs K. A. Royston – appointed 19th October, 2016 - stood down**

- **Mrs P. J. Samuels – appointed 19th October, 2016**
- **H. Smith was the Representative on the BID Board from Tavistock Town Council – appointed 19th October, 2016**
- **A. Whitehead – resigned 19th October, 2016**
- **Ms. J. Doolan – elected as proposed by the Board of Directors – unanimous approval of this**
- **K. Hailey – Abode – proposed by Nigel Eadie, seconded by Robin Rich – unanimous approval of this**

Directors are:- Nigel Eadie. Robin Rich. Mandy Ewings. Andrew Baker. Valerie Davenport. Cllr. Harry Smith. Juliet Doolan. Kevin Hailey. Ruth Kelly. Penny Samuels. Kate Royston. Lisa Piper – BID Manager.

6. Projects for the forthcoming year – BID Manager

BID Manager – Lisa Piper outlined the projects that it was hoped would go forward for the next year

- **Winter Festival** – this will include other groups – Farmers' Market and Arts Market – over 2 Sundays
- **Summer Festival** – work already started on Summer Festival 2018
- **Coaches** – already doing more work on the coaches to get more back in – Shearings changed from Dartmoor day – need to work on this to get more coaches into Tavistock for longer
- **Dickensian** – hope to look at Dickensian being over the whole weekend
- **Car parking** – BID lobbied to keep charges the same – Brook Street car park out to tender for refurbishment – question asked whether the £2 all day could run from 10.00am. and not 9.00am. to stop those working locally taking so many spaces – proposed new housing will increase pressure on car parks – some thoughts about making Abbey Rise car park a multi-storey park – criteria will be checked and report back – **toilets** in Brook Street car park raised – the BID Manager will speak to the facilities Manager
- **Easter and ½ term** – Roald Dahl theme – storytellers each day outside Newell's Travel, the old Rest Room and the Coop etc. – Horrible Histories Tavistock
- **Social media** – BID Manager will take on board what people have said
- **Pets at Home** – BID Manager will continue to work with West Devon Borough Council regarding this
- **Independent shops** – BID Manager is trying to encourage independent shops in the town
- **Man Engine** – more details will be fed through when there is more information

7. Any Other Business

There was no other business

The Chairman – Robin Rich thanked those present for coming to the meeting and said that BID would work hard to get better.

Meeting closed at 19.39.