

## Windermere & Bowness Chamber of Trade BID's Working Group Meeting.

26<sup>th</sup> April 2011 at the Burnside Hotel, commencing at 6:30pm.

Present: Paul Frain  
Barry Butler  
Jonty Mayo

Apologise: Simon Everett

In Attendance: Adrian Faulkner – Administrator.

In the absence of Simon Everett, Paul Frain chaired the meeting.

1. Those present went through the "Project Plan 2011" document page by page amending those sections where appropriate. Barry Butler's and Simon Everett's comments were added to the document. At the end of the exercise it was agreed that the document could be sent to Allison Love (Fells and Dales) for her final assessment before submission. Adrian Faulkner said that this would be done by the following morning with copies to the Working Group.
2. Adrian Faulkner informed the meeting:
  - Of the legal process to be followed once the grant funding was in place in order to call a ballot.
  - He had received from SLDC the names, addresses and RV of all businesses within the LA23 post code. This document was to be kept confidential.
  - The requirements of SLDC before they could confirm the 'funding' arrangements. This required a summarised copy of the 'Project Plan' and a time scale of when the money may be required.
  - He had received a quote the Electoral Reform Services (ERS) for them to conduct the ballot. He had received 7 letters of intent supporting the BID's project. He pointed out that he was following up the remaining none responders.
  - Asked for any amendments to the "time line" he had drawn up covering the 'grant funding' project.

It was decided that the date for next meeting should be held in abeyance until feedback had been received from 'Fells and Dales' and SLDC.

### **Actions:**

Adrian Faulkner was asked to:

- Find out from the ERS when the ballot result would be made public.
- Write to the 'returning officer' for SLDC and ask her to quote for conducting the ballot.
- Follow up the remaining none responders of the letters of support.
- Send SLDC a summarised copy of the 'Project Plan' and the 'time line' spreadsheet.

The meeting finished at 9:15pm.