

Minutes of the meeting of the above group, held on the 30th August 2011 at the Burnside Hotel, Bowness, commencing at 7pm.

Those present:

Members: Simon Everett (Chair), Paul Frain and Jonty Mayo.

Co-opted Members: Bill Johnson and Barry Butler

Secretary/Treasurer: Adrian Faulkner

Apologies: Co-opted Member Dave Cooke

Simon welcomed those assembled.

1. Confirmation of the Minutes of the meeting on the 22nd August 2011.

It was agreed by the meeting that the minutes reflected a true record, were passed and signed off. It was requested that they should be placed on the BID page of the Chamber of Trades' website.

2. Matters arising not covered by the Agenda – None

3. Simon Everett reported that he and Paul Frain had met with a gentleman by the name of Craig Anson who had indicated that he would wish to become involved with BID. It was agreed that he should be invited to attend the meeting on the 12th September 2011. **Action:** Paul Frain to invite Craig Anson.

4. **Report on the Actions from the previous minutes:** Nothing to report.

5. Publicity:

- a. Simon Everett reported that he had been given two 'free standing' banners - 2mtr x 85cm, but the actual banners would need replacing. A discussion ensued regarding the layout of the banner contents. It was agreed that a 'donation' be made to "Vision Aid Overseas". **Action –** Dave Cooke to look and consider. Adrian Faulkner to obtain quotes.

6. Public Meetings:

- a. Simon reported that he had been offered the use of a projector from Triarom for the PowerPoint presentations at the public meetings. **Action –** Adrian Faulkner to liaise with Triarom as to the date(s) and time(s) for delivery.
- b. It was agreed that the Secretary should write to Roz Wathen to invite her to attend and make a presentation to the evening Public Meeting on the 27th September 2011. **Action:** Adrian to write.

7. Budget:

The Secretary informed the meeting that he had been in contact with Jacquie Reilly of the National BID Advisory Service over a point raised by SLDC concerning the lack of budgetary figures in the 'Project Plan.' He handed out copies of a *draft* budget and asked for comments. The Group discussed these figures at some length and finalised a budget for the listed projects. **Action:** Adrian to formalise the budget for inclusion on the website and include within the Project Plan. Circulate the budget to the members of the Steering Group and SLDC.

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8. Monthly Spend:

The Secretary in his capacity of Treasurer for the Group reported that he had sent off the first 2 invoices to SLDC for re-imbusement. He outlined the nature of the expenses and submitted a “Cost Budget” update. This was accepted by the meeting.

9. Date of Next Meeting: TBC

The meeting closed at 8:15pm.

Signed as a true record by:

Simon Everett – Chair, Windermere and Bowness Chamber of Trade BID Steering Group

Date:

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