



## BID CAMBORNE (BC) – 23<sup>rd</sup> BOARD MEETING

6pm – 7.30pm Tuesday 18<sup>th</sup> November 2014 at Tyacks Camborne

### Draft minutes

1. **Present:** Alan Butterfield, George Le Hunte (Chairman), Glynis Charlesworth, Maria Long, Max Doble, Michelle Macklin, Mel Martin (Manager), Wayne Richens (Vice Chairman),  
**Apologies:** Alan Honeybone, David Crabtree, Fran Lander, Jeanette Buckley, Lawrence Pavey, Mike Loncar

John Ormond, owner of Red Jackets was welcomed to the BC board

2. **Minutes of board meeting on September 16<sup>th</sup> 2014**

The minutes were accepted as a true record of the meeting

Outstanding actions from September minutes:-

- Not all of the board meeting minutes have been published on the BC CamborneCanDo website as full minutes have not been reviewed. - **George, Wayne, Alan B** to review board minutes since the AGM to agree any confidential information that should be omitted to be compliant with data protection legislation. **Mel** to publish.
- It was agreed to invite non-director levy payers to be co-opted onto any of the Working Groups except the Financial WG - **Mel** to invite via Enewsletter if still appropriate after the mid-term review.

3. **BC Financial Update**

No Financial Working Group meeting since the September board meeting, so Mel summarised the finances of BC

**Income to date** for this year (ex VAT) is £110,000 levy payment drawn down from Cornwall Council, plus £5,857.58 in grants, voluntary donations and interest - totalling £115,857.58.

£51,305.00 is carried forward from last year

**Expenditure to date** for this year (ex VAT) is £70,310.62

**Cash in Bank** on 18<sup>th</sup> November (including VAT) was £104,407.45

Q2 Vat period (Aug – Oct) BC is owed **£830.73** from HM Rev & Customs

#### **Update on non-payers and summonses**

Summonses were issued to non-payers in November - results are awaited from Cornwall Council. There will be another summons in February 2015 for non-payers.

As of 12<sup>th</sup> November £9,549.44 is still owed from this year and £4,668.63 from the previous years, making £14,218.07 in total.

4. **Marketing Plan Working Group Notes 2014**

No Marketing Working Group meeting since the September board meeting, Mel summarised the Marketing activities

The new [www.cambornetown.com](http://www.cambornetown.com) website will have a soft launch in January 2015.

Levy payers will be encouraged to complete their listing page so that the website is fully operating for the spring, to be promoted on a BC visitor leaflet.



The [www.cambornecando.co.uk](http://www.cambornecando.co.uk) levy payer website is being refreshed to be a more useful tool for both the company and the levy payers. This will be re-launched in December.

**Facebook** [CamborneTown.com](http://CamborneTown.com) is now live – please like

Our PR agent MPAD will be maintained on retainer for November to January whilst other options are studied.

#### 5. **Christmas Working Group**

The Working Group notes from meetings on 29<sup>th</sup> September, 20<sup>th</sup> & 28<sup>th</sup> October, & 10<sup>th</sup> November were accepted.

Another Christmas WG meeting took place after the board meeting ready for the Switch On at 6pm Saturday 22<sup>nd</sup> November.

#### 6. **Operating Agreement and Cornwall Council (CC) cuts**

Mel, Glynis and George attended recent CC consultation meetings to present BC concerns on the proposed budget cuts and how they will affect Camborne. This was followed up by a BC written response. The written response is shown in the CC reply to their consultation meetings.

In the BC legal Operating Agreement with CC they are supposed to discuss any proposed changes with BC - they have not done so. It was agreed BC write to CC requesting a arbitration on their breaking of this legal agreement – **George**. Judicial Review was also discussed. *Post meeting note*; More information on this process should be sought before deciding if to proceed. It could lead to large legal bills.

**Mel/George/Alan B**

Additional BC lobbying has given a reprieve to the closure of some of the Rosewarne car park toilets over this winter.

CC is in communications with Town & Parish Council's on varying the parking order and parking charges for 2015. BC has supplied information to both CC and Camborne Town Council on this and asked to be included in any discussions.

#### 7. **BID Camborne Mid-Term Review** - attachment 1

Mel was congratulated on the scoping paper for the BC mid-term review.

Reference the attached paper, it was agreed that BC will engage with the proposed Cornwall College research on BID communication in Cornwall. **Mel** to meet Cornwall College.

The proposed procedure for the mid-term review was agreed with a single topic full board meeting on Tuesday January 6th, 2015, at 6pm in Tyacks. **ALL**

#### 8. **Other Business**

- The **Camborne Town Council root and branch review** report is presented at the Town Council meeting on 25<sup>th</sup> November. BID Camborne has provided information on this review and emphasised that successful towns have a town team approach with good communication and clear roles. We hope that a working relationship with Camborne Town Council will be a product of this review.



- It was agreed by a majority vote to allocate £500 of the BC Welcome Signage budget to provide directional road signage to Trevithick Market. The Rowe Group will be asked for a contribution - **George**
- It was agreed that BC directors and Mel, plus partners, will have a Christmas dinner at The Italian Restaurant - **George** to arrange date
- Notes have not yet been circulated on the Cost Savings Working Group meeting on 13<sup>th</sup> October. **Mel** will draft a proposed route forward based on those notes by the end of December so that they start to form a project plan.

9. Next meeting is on **Tuesday 20<sup>th</sup> January 2015, 6pm at Tyacks**

Mel Martin  
04.12.14