

Penrith Improvement District (BID)

Board meeting minutes

10th January 2018

Confidential

Present: Dan Harding - Chair (DH) Heidi Marshall (HM) David Whipp (DW) Sarah Graham (SG) Darren Broad (DB) Jacqui Taylor (JT)

Apologies: Steve Pinguet, Lee Fleming

1. Minutes of last meeting:

Matters arising – none – agreed as true record and duly signed by the Chair.

2. Correspondence:

Enquiry received from levy payer – forward to Ian Mallinson

➤ Action JT

United utilities bill for standpipe – to query as standpipe is only required from May for 6 months, it is not there at present so should not be charged.

➤ Action JT – contact and discuss

3. Director Nominations – as yet none received

Discussion around who should be targeted to ask to apply – solicitor, hair and beauty, Middlegate businesses, all to approach and encourage to get their forms in.

4. Limited Company – Chris Kolek not at meeting to discuss further but board are aware that this is in hand.

5. Tender for Admin: discussion about what we are looking for. CK has some draft JD and JT will ask for these to look at and enhance, bring to board.

6. Christmas update:

Chalets – sold

Removal of lights – SG has organised this

Reflections – need to repair some lights and tlc. Battery lights are reported from Pot Place that they are in a poor state and have had their life.

Minutes taken by Jacqui Taylor

Lots of positive comments.

Thoughts for next year - we do not need to do the same and can bring in new ideas.

JT showed pics of Barnard Castle and agreed wed ask a local electrician if it would be possible to do similar, then cost up.

Snowglobe – discussion on this and working with local group – JT to get more info and cost.

Lights switch on – get this organised – a ‘celebrity’?

Aim to have Christmas 2018 sorted by May and get info out to Levy payers.

7. Website/social media:

DH has the sites and the website is currently under development

DH will give access to social site to board members

8. Working with community groups:

Working alongside the community gardeners has been very positive and helped BID in the Britain in Bloom.

JT asked about Penrith Rotary being involved more in BID, it was agreed that this is acceptable of Rotary was a paid voluntary member of BID – JT will arrange this. Rotary will help with Christmas 2018.

9. AOB:

Reference made to the prospectus and what we must deliver on and make plans for.

- Car park initiative
- Town centre vacant premises
- Collective purchase scheme

We agreed that once sorted a year’s programme to be drawn up to go to all levy payers personally as well as on the media sites.

As we are in the interim, the quick fixes needed prior to next board are:

- Training – JT and DH will sort and report back
- Greening – Pot Place have go-ahead DW would like to step back and someone else to take over
- Sparkle – SG happy to lead again, JT happy to help where possible
- Wifi – need to consider, contact Lonsdale Net, DH will look into
- Social media – access sorted
- Pound – need to make decisions – on next agenda
- Website - being re-designed
- Recycling - on next agenda for discussion

Agreed as a true record

Dan Harding - Chair

Minutes taken by Jacqui Taylor