



**Ulverston BID Minutes – Apr 25th 2023 – Zoom.**

**Attending:** Michelle Scrogam (Pure), Gavin Knott (Appleseeds), David Webster (UTC), Beth Kennedy (UCH), Jan Hancock (Town House), : Suzy Garnet (Roxy Collective), Anita Garnett (Ulverston Brewing Co), Dennis Round (Siemens), Justin Tootill- Wales (BID Project Manager)

**Absent :-** Victoria Cash (Pretty Things), Richard Butler (UVHS), Tony Martinez (Cumbria Teaching Agency), Michelle Wood (The Mill)

**Items for discussion:-**

Item	Meeting Note	Action
1	<b>Apologies</b> None	
2	Minutes of Meeting for March 2023 Accepted as a true record	
3	<b>Correspondence</b>  Janette Jenkinson has now retired from her role at SLDC & the BID Board. The Board would like to thank Janette for all the input to the BID over many years.	
4	<b>Finance</b>  Bank statement currently showing a balance @ £24.8k @ 30 <sup>th</sup> March. Payments to Roxy included as complete. New billing to levy payers to be issued April 2023 with forecast £137k potential income. Some major changes in rateable values will impact on the BID levy members and an anticipated push back is expected.  With the payments to the Roxy & UTC ( Borderlands) this has now addressed our low spend profile over the last year. There is a query on the two line in the accounts for VAT expenditure to be addressed.  A requirement to show % breakdown of spends across the	Michelle

	year on projects and others to be in the year end accounts.	Michelle
5	<p><b>Directors &amp; Communications</b></p> <p>The Board requires additional members. Some approaches to local businesses have resulted in no changes. Michelle has a series of visits to local Primary schools and opportunity may arise for discussion from this sector. Feedback by Board via e mail not always consistent and suggested What's App group set up as more direct. Agreed. Text messaging rejected.</p>	Justin
5	<p><b>Applications for Funds</b></p> <p>Application received from <b>Furness Tradition</b>. Well received application with emphasis on the future youth work to support the Festival. Some discussion on the amount requested (£5k) with monitoring and feedback as a caveat for agreement. Flattening of previous £ resources noted as a problem due to shut down. Dave has already donated part of his TC allowance to this event.</p> <p>Full amount voted at for £5k , 4 V 2 . Passed.</p> <p><b>UCP Application for festival leaflets distribution costs.</b> Application submitted late after going to print @ £2.5k . BID advertising is now more prominent in the print than previous years. Poor quality application but agreed to support this town initiative with an invoice for BID advertising requested. Note this application is rejected as a grant. Beth raised the point that the BID should consider "partnership" projects as annual support as a means of a common approach to the town. List to be collated.</p> <p><b>Coronation</b></p> <p>Joint approach from Town Council and BID to support Commemorative Coins for Primary school children and pick nick in the park. Total £2120 with half from BID. Agreed</p>	Michelle
	<p><b>Business Front Improvement Scheme</b></p> <p>BID to take on this scheme (previous scheme known as shop front improvements) from SLDC. Match funding from council at £2.5k each. To be made available to all BID levy payers at a max of £500 with a spend of £1000 or more, backed up with invoice and a deadline of 6 months to apply. Justin to sort out system paperwork and issue to levy payers. Needs</p>	Justin

	advertising as underutilised in the past. Review to be scheduled towards deadline time slot.	
6	<p><b>Umbrella Installation</b></p> <p>Quote of £1k accepted to erect &amp; dismantle the display scheduled for August.</p>	Justin
	<p><b>Parklets.</b></p> <p>Scheme to improve green spaces &amp; seating in town. In principal agreed to look at 2 x units approx. 6x 2m in size with suggested locations Union Street and New Market Street, outside market hall. Town Council &amp; County would need to agree and question of planning permission raised. Litter bins to be included in the scheme and easy access for all. Borderlands also to be advised of the project</p> <p>Contribution from Council will be sort. Overall £12k per area as a budget with a possible third unit sponsored by others . Planting in the seating areas would be by Ulverston in Bloom. All locations need to be covered by CCTV.</p>	
	<p><b>CCTV</b></p> <p>Two schemes being run in parallel. The scheme under the control of the TC &amp; Police needs a review. Reported as being ineffective. Dave to review Contract with TC.</p> <p>Extension of BID existing x 6 cameras possible ( up to 16 max) with Wi-Fi and power available. Evidence that the cameras are effective at reducing vandalism has been noted &amp; in recent Simon Fell letter to all businesses in town, concern as to safety and security also understood. . New areas can be considered now. Justin to list current coverage &amp; range &amp; make proposals with costs etc.</p> <p>The process of compliance and privacy issues are to be clarified and passage of information to others including the police to be checked.</p>	<p>Dave</p> <p>Justin</p>
	<p><b>Photo Competition</b></p> <p>So few really good pictures of the town available for promotions. Competition proposed which would have a £500 prize (possible vouchers) &amp; be open to all, be to a high spec and be owned by BID for full use in Choose and other advertising events.</p>	Justin

	Exhibition of entries suggested possible at or around Beer festival time. Note Photo club hold an annual comp which is exhibited in library. Need to liaise or join forces. Justin to draft T&C's to promote.	
6	<p><b>Reports &amp; Updates</b></p> <p><b>ECO Fair</b></p> <p>Good response.</p> <p><b>Trail Stats</b></p> <p>Meeting arrange with Loyal Free to discuss trails. Other groups want to use trails. Transfer of trails to Choose would be beneficial.</p> <p><b>Greening</b></p> <p>Gateway signs in place &amp; Booths &amp; M&amp;S areas. Advert at Rugby club also sorted.</p> <p><b>Choose Ulverston Stats</b></p> <p>Still growing &amp; very impressive. The newsletter is still outstanding but difficult for Sophie to do. Justin to draft format for all to contribute.</p> <p><b>Pub Trail</b></p> <p>Confusion that this still exists or not. Some pubs not implementing anymore. Justin to ask Michelle Wood what they all want to do. Possibility to change to QR code only but would not guarantee any customers actually spend. Some leaflets left &amp; can be distributed, Anita to help. All stamps to retrieve if we decide to pull the plug..</p>	<p>Justin</p> <p>Justin</p> <p>Justin Anita</p>
8	<p><b>Delegates Reports</b></p> <p><b>GSK</b></p> <p>No further update. Plan for site being reworked.</p> <p><b>No other reports available</b></p>	
9	<p><b>ANO</b></p> <p>PM salary review carried out.</p> <p>AGM set for June 21<sup>st</sup> @ the Coro.</p>	

	<p>Links on Choose for Siemens is not for local business but is corporate view. Link to be revisited by Dennis &amp; passed to Justin. Other links perhaps need a review.</p> <p>Business section on BID web site for meet new Board out of date. Photos to be added at AGM</p> <p><b>Please note:- Next meeting 17th May 2023 . Venue TBA</b></p>	
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