

**Dorchester Business Improvement District (BID)
Meeting of Board of Directors**

**The Dressing Rooms, Corn Exchange
Wednesday 1st September 2010, 4.30pm**

MINUTES

PRESENT:

Keir Francis (KF)
Phil Gordon (PG)
Emma Stapleton (ES)
Tim Batty (TB)
Brian Keene (BK)
Mark Andre (MA)
Claire Robertson (CR)
Chris Gould (CG)

Molly Rennie (MR)

Democratic Period

MR advised free parking to be recommended over night in car parks and new system for people staying in hotels. Two year trial. No increase on Council Tax to pay for it as WDDC is ploughing in £48500m from reserves to cover the costs. MR says well done DBID!!

1. Apologies

Trevor Hedger
Els Pontin
Rachel Cole

2. Minutes of last meeting

Agreed as an accurate record.

3. Matters arising

PG is following up the whereabouts of the DCC baseline agreements.

4. Phil Gordon Report

PG reported on the following:

- Free parking overnight and Sundays should be in place by November 2010 across West Dorset. Also arrangements in place for hotels and guest houses to enable free parking.
- There is a WDDC meeting on 28/9/10 at 12noon regarding parking. Those who would like to attend are welcome to do so. This is primarily for those who have issues regarding parking in Dorchester. This will only apply to car parks and park and ride. On street parking is run by DCC.
- New Directors: Piece in Echo on 24/7/10 inviting prospective board members to make themselves known, since then, Ian Radford at Natural Focus has. .
- A Boards activity still in progress. PG currently awaiting information from WDDC before moving further forward.
- Cardboard re-cycling – PG is in the process of hand delivering recycling letters to levy payers. PG is hoping to visit all DBID businesses to advise them about re-cycling initiative which will double up as keeping in touch with those who are not registered on-line. PG requested help from Directors with this task to enable the process to move quicker. Directors think this is a good idea and will email PG with dates of when they can help.
- The survey questions will be collated and then sent to all levy payers during October
- Land Train; With DTEP moving forward (pedestrianisation of HWS & HES 9am-5pm) PG met with DTEP project manager (John Dare-Williams) to advise him of the plan. He has shown great interest and looking in to routes that could be used (possibly start at Brewery Square, SS,HES,CS,DS,SS, back to BS) this can proceed irrespective of the Charles Street Project. Partnership Project between DBID and Councils.
- Ringgo – consistent growth. Currently 50 users per day. Possible re-launch in October to promote use in association with WDDC and WFM.
- Pay and Display – advertising on the back of parking tickets. DBID split cost of tickets with council and then can utilise 50% of the tickets in association with businesses in the town or generic Dorchester advertising. Tickets Oct-Dec 2010 cost £1400.
- Hanging Baskets; DTC cannot assist with any further hanging baskets maintenance. At present this would mean that DTC have to employ another member of staff, which is not viable at the moment.
- Car Stickers and Cycle Racks still underway, with no further progress to report at this stage.
- Website statistics increase by 19% to 3400 unique visitors.

Action

BOARD

BOARD

PG

Finance Report:

Finance sub-committee meeting

Minutes OK

2010-2011 additional re-rate levy distribution

Additional £18,000 2010-11 uplift on levy to be decided on how this should be split between projects.

*Please refer to Mural and roundabout item

Re-distribution of funds (Land Train)

Remains outstanding.

Funding approval (Mural Hardy Arcade and Roundabouts)

Suggestion for Public Arts Project, falling within the Safe, Secure and Enhance Mission area.

BK offered to also be involved with roundabout project.

Roundabouts are being widened imminently so KF propose that we can pre-allocate funds with regard to the roundabout plan.

KF proposed, BK seconded, carried.

Fund value: Mural £5000, Roundabout £12000.

KF will follow up with BK and TB.

*The 10-11 levy uplift can be ring fenced for this project and therefore no further action is required at this stage.

KF

Funding Application form final approval

Approved for submission to those who have requested.

Directors Roles: moving forward, project champions and delegation of tasks arising.

The board decided that prospective directors should attend at least two board meetings and then can be co-opted. The directors also would like to focus on specific skill sets to enhance the board.

KF expressed concerns that board directors may wish to take a more active role than at present.

TB thought most board members already sit on other bodies and therefore will all report back to the DBID as and when they see fit.

CR felt it was important that although DBID members report to other boards, perhaps those persons should make a report back to DBID board.

KF listed o/s projects hoping that directors will take a role each. KF to email list of projects and then for distribution to the board.

Items for Agenda – Next Meeting

2013 re-ballot requirements
Nominations for role of Vice Chair.
2012 Olympics

Any Other Business

Resignation from Andy Brunning has been received.
Els Pontin has made board aware that she may have to re-consider her role due to promotion.
CR hoping DBID can make most of Olympics that are going on and need to be considering our level of involvement

Date of Next Meeting:

Wednesday 3rd November 2010, 4.30pm, The Dressing Rooms, Corn Exchange.

Meeting closed 18.10h