

Mansfield Business Improvement District Board Meeting

Held on Tuesday 7th April 2015 at the Bid Office, the Town Hall, Market Place

From 5pm – 6.15pm

Minutes

PRESENT

John Sankey	Financial & Professional Services
Barry Hibbert	Shopping Centre Manager, the Rosemary Centre
Anthony Baker	Restaurant Operator
Nevil Croston	Financial & Professional Services
John Carter	Landlord or Property Owner
Paul Anderton	Leisure Provider
John Previll	Leisure Provider
Stuart Dawson	Independent Retailer
Vijay Chadda	Independent Retailer
Craig Kerry	Independent Retailer
Cllr Joyce Bosnjak	NCC
Dave Wilson	BID Business crime Manager
Sarah Nelson	BID Manager

APOLOGIES

Rebekah O'Neill	Shopping Centre Manager, Four Seasons Centre
Mandy Hague	National Large Retailer, Dorothy Perkins
Harvey Glenn	Landlord or Property Owner
Mike Robinson	MDC
Cllr Kate Allsop	MDC
Gavin Lewis	National Large Retailer, Beale's

<p>New board welcomed and introduced. JS will write a letter of thanks to board members who were on the board last year</p> <p>1. <u>Chair / Vice chair / Board Contracts</u></p> <p>As no other board members have stood for chair or vice chairperson JS and BH will continue in post. Unanimous vote on this</p> <p>Roles and Responsibility contracts handed out to board members. All to sign and give back to Sarah as soon as they can</p>	<p><u>Actions</u></p> <p>JS to write letter of thanks</p>
<p>2. <u>Friends of BID</u></p> <p>Previously discussed allowing businesses outside of the BID boundary to pay a voluntary membership to access some BID services. Board always refused before but it is another way of generating additional revenue and we often get calls from other businesses asking to be part of it.</p> <p>Handed out an example of how Beeston BID runs their ‘Friends of scheme’.</p> <p>Unanimous decision taken to adopt this but for a secondary boundary to be put in place so not too far spread from the town. SN to develop the boundary and how we charge. Services to be provided are PAT testing, access to the I Love Mansfield Facebook page and privilege card and free standing at all events.</p>	<p>SN to set scheme up</p>
<p>3. <u>Customer Service Awards / Workshops</u></p> <p>We held the first customer service awards last year with 32 businesses taking part and we would like to aim for at least 45 this year. All board members will take part this year and will encourage their neighbours to as well</p> <p>We have a PR and First aid workshop this month but would like ideas for others that might benefit businesses.</p> <p>AB will help develop a customer service one and SN will send last year’s awards info to him.</p> <p>NC will speak to his colleagues to potentially develop employment law and/ or will workshops</p> <p>JB spoke about a new HOT campaign around encouraging food take out venues to offer a healthy eating option but very few have taken up the campaign. AB will be happy to get involved in this and SN to send out the information to the</p>	<p>All Board members</p> <p>AB and SN</p> <p>NC</p> <p>JB/ SN /AB to</p>

<p>board</p> <p>4. <u>Events / PF</u></p> <p>Purple Flag is the next huge event taking place on Sat 25th April from 5pm onwards. A lot of hard work has gone in to this and it would be great to either see board members at the event or help promoting it wherever possible.</p> <p>All other summer events on track plus the garden festival</p> <p>Discussion over and ice rink at xmas and potential sponsors for this. SN to cost up again</p> <p>The next Healthy High Street meeting is Thurs 16th April. This is a fantastic campaign which is gathering momentum and again it would be great for as many board members to attend as possible.</p> <p>5. <u>Notts TV</u></p> <p>Proposal passed round from Notts TV regarding a potential campaign.</p> <p>They are a very positive channel and are very supportive of Mansfield. The extra bonus would be that the advert belongs to us so we can use it on any format.</p> <p>Sn to pull a marketing group together to discuss in more detail – some board members have shown an interest on being on this subgroup – the decision was that this ‘marketing group’ should be a project t group working on the tourism / USP of Mansfield in preparation for any D2N2 funding that may be released later in the year</p> <p>6. <u>Office Move</u></p> <p>It is now confirmed that we will be moving to the 2nd floor of Clumber house and this is likely to be end of May / start of June. This will be better for us as we will have our own space. However concerns about lack of MDC help with the potential issue of moving the Wi-Fi.</p> <p>New town centre senior managers to be either invited to the next board meeting or a separate meeting to discuss issues and how we move things forward.</p> <p>7. <u>AOB</u></p> <p>DW explained we were looking at various schemes to improve the security radio’s as they are getting old and costs of replacements are increasing. A full proposal will be developed though and submitted to the finance group</p>	<p>look at spreading the campaign out</p> <p>Board to promote PF event</p> <p>SN to cost up Ice Rink</p> <p>SN – marketing group</p> <p>SN to arrange a meeting / invite</p> <p>DW to look at</p>
---	---

DW also explained about changes to Community Safety Partnership meetings and the Wednesday morning security meeting. We will now have our own BID town centre security meeting (similar to the MALV meeting) but we will need a volunteer from the board to chair this.

General discussions throughout the meeting about the market and tangible differences that need to be made in the town centre. All agreed nothing would happen prior to elections and that once we knew who the elected mayor / portfolio holders will be a meeting will be set up then

There being no other business the meeting was closed at 18.15

Chair Signature.....

BID Manager Signature.....

Dates of forthcoming meetings:

Date	Time	Venue
Tues 2 nd June 2015	5pm – 6.30pm	TBC
Tues 4 th Aug 2015	5pm – 6.30pm	TBC
Tues 6 th Oct 2015	5pm – 6.30pm	TBC
Tues 1 st Dec 2015	5pm – 6.30pm	TBC
Tues 2 nd Feb 2016	5pm – 6.30pm	TBC
AGM		
Monday 21 st March	5.30pm – 6.30pm	TBC

proposals

SN following elections