

Kendal Business Improvement District

Meeting of the BID Board

Tuesday 04th June 2019

5.30 PM – 7 PM, Fantastic Kendal, Kendal

Kendal BID
Business Improvement District

MINUTES

Item	Notes
1. Welcome, introduction, apologies.	Apologies: Cllr Ashcroft Attendees: Richard M, Brian Harrison, Geoff Cooke, Jan Nicholson, Sarah Williams, Derek Jones, Aaron Gilby, Chris Taylor, Julia Dunlop, Nick Pitt, Danielle Walls
2. Election of Chair and Vice Chair positions 3. Officially adopt the Business plan 2019-2014	Brian Harrison was unanimously elected Chair and Danielle Walls as Vice Chair. New members of the Board were welcomed and introduced. The Business Plan 2019-2024 was officially adopted by the new BID Board. Questions by Chris Taylor were raised with regards to which festivals were considered fundable and if there was scope for others to be funded. It was explained that the 4 main festivals in the town were suggested by the previous board to be definite but it did not preclude other events from requesting funding providing they fitted the criteria and the funds were available. Kendal as a destination was a key element of the plan and the existing Board agreed unanimously that they would support this.
4. Actions from previous minutes/ email decision/ AGM Equality and diversity plus respect for others	£2200 provided through email vote for The Unity Festival, this was also voted on officially by the Board. Adrian proposed and Jan seconded – all in favour. The success of AGM was discussed and several points raised- all those who attended had been sent an email to confirm the major points.
5. Agree main priorities (including festival funding and lobbying points)	It was decided that the main priorities were the continuation of funding the festivals and creating a festival calendar. - to provide cycling facilities - to lobby and request monthly updates on Car parking, the Master Plan and The Markets
6. Request for funding for the Antique trails	SW requested £2200 for the production of a Kendal Antiques Trail. SW explained that the TIC received daily requests for locations of Antiques shops and that following the success of the beer, Food and Wine trails it would seem the next step to do sector specific trails- this would link Kendal BID, the tourism agenda and sector specific businesses in. Nick proposed and Richard seconded – all in agreement.
7. AOB	SW explained that she would be trialling the QR codes in different shops to see if people scanned them to link to other social media platforms. SW to produce. Complaints procedure and guidance for SLDC/KTC- SW explained that the Board had been sent the complaints procedure to look over- some amendments had been made and this would be ratified at the next meeting. It was explained that SLDC had received an anonymous complaint that had no grounding and that it was explained to SLDC that they had no jurisdiction over Kendal BID Ltd and therefore all

	<p>genuine complaints had to be passed forward without comment to Kendal BID.</p> <p>Shopappy- SW explained that all members of the Board had been sent a spec of Shopappy and that it would be proposed that we use this as an alternative to Swipii- to be discussed at the next Board meeting</p> <p>The Board received updates from SLDC with regards to; signage for TIC-still ongoing</p> <p>Kendal BID operating agreement- this was still outstanding and has been in the hands of SLDC solicitors for a number of months. At present Kendal BID has no agreed Operating Agreement with SLDC</p> <p>Kendal WI FI and the request for use of the data by Kendal BID- still outstanding (provision of WIFI gone out to tender)</p> <p>Markets- Expressions of interest had been received for the running of both the indoor and outdoor markets. SW made it clear that the regular and successful Farmers market was NOT included in the markets tender.</p> <p>Armed Forces Day- SW/ BH explained all was going to plan</p> <p>Cllr Cook- provided an update on Gooseholme bridge saying that the replacement bridge would be in by next summer and that amongst the many organisations that were being consulted with, CCC were working alongside Sustrains. The cycle route by Sainsburys is on-going.</p>
<p>8.Tourist Information Centre</p>	<p>Brian explained that the Tourist Information Centre was an asset to the town and the town and BID should be paying for the services it is accepting from the TIC; office, storage, Kendal Gift Card, coach parking scheme etc ... Brian explained that it was essential that SLDC and KTC helped provide funds on a regular basis for this service and that BID should push for this support. To be discussed at next meeting.</p>
<p>9. Kendal BID Manager Employment contract and salary</p>	<p>Non directors were requested to leave the meeting.</p> <p>Brian told the meeting that Sarah is out of contract and her contract package needed reviewing and he presented a proposal to split her employment contract to include project management as well as existing administration. It was agreed that Richard would meet with Sarah to discuss her package.</p>