

Llanelli board meeting minutes

Friday, 6th November 2020

Via Zoom

Minutes

Present

Lesley Richards	LR	Nationwide (Chair)
Clle Emlyn Dole	ED	CCC
Martin Blackwell	MB	The Works
Paul Oram	PO	Llanelli Chamber of Trade
Gary Jones	GJ	Llanelli Town Council (Observer)

Mandy Jenkins	MJ	BID Manager
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Apologies

Adrian Davies	AD	Davies Craddock
Jacqueline Nunn	JN	

Item	Detail	Action
1.0	Welcome and introductions 1.1 LR opened the meeting. 1.2 Apologies were given as above.	
2.0	Minutes of the last meeting and matters arising Those attending confirmed the minutes were an accurate account of discussions. 2.1 Brainstorming session This had been arranged but was called off due to new Covid restrictions.	
3.0	1. Company matters 3.1 Financial update Approx. £101 in the bank account. Invoiced CCC for £81,855 (remainder of last year's levy and this year's collected so far). £5k to come from the Welsh Government BIDs resilience fund. 3.2 Levy collection This was about 71% which was quite good in the current circumstances. MJ to check whether any reminders had yet been sent out.	MJ: To check on the levy reminders
4.0	Renewal ballot 4.1 Proposal document	

	<p>The board discussed the draft proposal document and suggested the following:</p> <ul style="list-style-type: none"> • An executive summary sheet to be added in • More to be made of the voluntary contributors • Quotes to be spread throughout the document <p>MJ to amend the document in line with the comments and sent to the board for final approval before submitting to the Council for Executive Board support.</p> <p>Another meeting to take place before Christmas where accounts would be allocated to board members.</p> <p>MB to speak to the manager of Home Bargains.</p> <p>ED to make enquiries about capturing Covid-19 stories in a book.</p>	<p>MJ: To update the proposal document in line with the board comments and circulate</p> <p>MB: To speak to the manager in Home Bargains</p> <p>ED: To look into capturing Covid stories in a book</p>
<p>5.0</p>	<p>Themes</p> <p>5.1. Access and Parking</p> <p>5.1.1 £1 Saturday parking</p> <p>MJ had asked CCC if the five free parking days could be used in December and has been told no.</p> <p>The board decided to reinstate the £1 parking on Saturdays in the multi storey car park. MJ to speak to Highways.</p> <p>5.2. Marketing</p> <p>6.2.1 Coffee cups</p> <p>100 Love Llanelli reusable mugs had been ordered to be distributed to businesses for their customers.</p> <p>6.3.2 Canvas bags</p> <p>Love Llanelli reusable bags were also in the process of being ordered.</p> <p>6.3.3 Christmas</p> <p>MJ had ordered the Nutcracker trail which would run for a month from 20th November.</p> <p>The board agreed to the revised cost for the artificial tree for the St Elli Shopping Centre.</p> <p>6.3.4 Town Centre Exposure Fund</p> <p>36 had so far expressed an interest in taking up the offer which would run until the end of March.</p>	<p>MJ: To speak to Highways about £1 parking</p>
<p>6.0</p>	<p>Updates from outside bodies including the Chamber of Trade / Task Force</p> <p>The next Task Force was due to take place on Tuesday, 10th November.</p> <p>PO have an update from the Chamber.</p>	

6.0	<p>AOB</p> <p>LR gave an update on her discussions with the Police around ACT and anti-social behaviour in the town.</p> <p>Transforming Towns grant funding – 13 businesses had taken up the offer of items to increase their outside capacity.</p>	
7.0	<p>DONM</p> <p>Tuesday, 8th December.</p>	