

Llanelli board meeting minutes

Tuesday, 11<sup>th</sup> June 2019 5:30pm  
Llanelly House

**Minutes**

Present

Lesley Richards	LR	Nationwide (Chair)
Paul Carter	PC	Llanelly House
Martin Blackwell	MB	The Works
Adrian Davies	AD	Davies Craddock
Cllr David Jenkins	DJ	CCC
Gary Jones	GJ	Llanelli Town Council (observer)

Mandy Jenkins	MJ	BID Manager
---------------	----	-------------

Apologies

Cllr Emlyn Dole	ED	Carmarthenshire County Council
Matthew Harvey	MH	Specsavers
Lee Edmunds	LE	Evans & Powell

Item	Detail	Action
<b>1.0</b>	<b>Welcome and introductions</b> 1.1 LR opened the meeting. 1.2 Apologies were given as above.	
<b>2.0</b>	<b>Minutes of the last meeting and matters arising</b> Those attending confirmed the minutes were an accurate account of discussions.  <b>2.1 Cllr David Jenkins</b> Present at the meeting.  <b>2.2 Cleaning the canopies</b> Quote of nearly £5k received from Gideon. MJ to ask Siddel Cleaning Services for a quote. DJ to find out who is responsible for the canopies. Ymlaen Llanelli to advertise that it's the BID doing the cleaning including trying to place an article in The Star.  <b>2.2 Police town centre presence</b> LR gave an update on her conversations with Cllr Emlyn Dole and the Police.  <b>2.3 Shop front improvement scheme</b> CCC had confirmed that there is not currently a scheme in operation in Llanelli.  <b>2.4 Projects against pledges</b>	<b>MJ: To ask Siddel Cleaning Services for a quote</b> <b>DJ: To find out who in the Council is responsible for the canopies</b>

	<p>Covered in 3.3</p> <p><b>2.5 Website quotes</b> MJ had discussed this with Tinopolis but no quote received as yet.</p>	
<b>3.0</b>	<p><b>Company update</b></p> <p><b>3.1 Financial update</b> MJ presented the finances to the group.</p> <p><b>3.2 AGM</b> To take place on Tuesday, 24<sup>th</sup> September.</p> <p><b>3.3 Re-ballot</b> LR went through the list of projects. MJ to request figures for digital signage users.</p> <p><b>3.4 Nia Griffith MP and Lee Waters AM</b> MJ had received a request from Lee Waters' Office for a meeting with the board. The board agreed and MJ to arrange.</p>	<p><b>MJ: To ask Emerge for usage figures for the digital signage</b></p> <p><b>MJ: To arrange a meeting with Lee Waters</b></p>
<b>4.0</b>	<p><b>Themes</b></p> <p><b>4.1 Access and Parking</b></p> <p><b>4.1.1 £1 parking</b> LR, MJ and GJ meeting Highways on 24<sup>th</sup> June to discuss.</p> <p><b>4.1.2 Free parking days 2019 – 2020</b> 29<sup>th</sup> June secured.</p> <p><b>4.2 Marketing</b></p> <ul style="list-style-type: none"> <li>• Great Get Together – 22<sup>nd</sup> June</li> <li>• 80s Festival /Armed Forced Day – 29<sup>th</sup> June</li> <li>• Gar Gwyl Festival – 20<sup>th</sup> July</li> <li>• Cartoon Capers – 21<sup>st</sup> August</li> <li>• Vintage Festival – 21<sup>st</sup> September</li> <li>• Food Festival - 19<sup>th</sup> October</li> <li>• Harry Potter – 29<sup>th</sup> October</li> <li>• Reindeer Parade – 7<sup>th</sup> December</li> </ul> <p><b>4.2.2 Cleaning</b> Covered above.</p> <p><b>4.3 Enhancing experience</b></p> <p><b>4.3.1 Window vinyl</b> These would go up on the M&amp;S building and D2 buildings the following week.</p>	
<b>5.0</b>	<p><b>Updates from outside bodies including the Chamber of Trade / Task Force</b> LR gave an update from the Task Force. Masterplan – Cllr Jenkins to ask the Regeneration Department for a copy of the masterplan.</p>	<p><b>DJ: To get a copy of the town centre masterplan</b></p>

6.0	<p><b>AOB</b></p> <p>Paul Jenkins had enquired about possibly himself or his wife joining the board. Marketing and Events Assistant – the board confirmed that they were happy with the extra cost from <i>The means</i>. The board decided to purchase 1000 branded ponchos and 25 branded umbrellas for events in case of rain.</p>	
7.0	<p><b>DONM</b></p> <p>Tuesday, 23<sup>rd</sup> July</p>	