

Llanelli board meeting minutes

Tuesday, 23rd July 2019 5:30pm
Llanelly House

Minutes

Present

Lesley Richards	LR	Nationwide (Chair)
Paul Carter	PC	Llanelly House
Paul Oram	PO	Llanelli Chamber of Trade
Andrew Stephens	AS	Llanelli Chamber of Trade
Mandy Jenkins	MJ	BID Manager

Apologies

Cllr Emlyn Dole	ED	Carmarthenshire County Council
Matthew Harvey	MH	Specsavers
Lee Edmunds	LE	Evans & Powell
Adrian Davies	AD	Davies Craddock
Gary Jones	GJ	Llanelli Town Council (observer)

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. PO to be added to the attendees. 2.1 Cleaning quote Siddell had given a quote of £6700 and the board decided to go ahead with this. MJ to ask Siddell for a quote for the gum buster to clean the town. 2.2 Canopies Ongoing. MJ to ensure that the BID logo is all over the cleaning company vehicles on the day/ 2.3 Digital signage figures 890 total uses. 2.4 Meeting up with Lee Waters Ongoing, 2.5 Town centre masterplan LR to speak ED about this.	MJ: To ask Siddell for a quote for the gum buster MJ: To ensure the BID logo appears on the cleaning vehicles

		LR: To speak to ED about this
3.0	<p>Company update</p> <p>3.1 Financial update</p> <p>MJ explained that the accounts were with Rimmer and May ahead of the AGM.. Llanelli Town Council had paid their half of the 80s Festival and agreed to give £5k towards the Vintage Festival</p> <p>With Wilko announcing the closure of the town centre store, MJ had asked Tony Edwards if he wanted to resign as a Director. The board agreed that he should be taken off the list of Directors.</p> <p>Paul Oram and Andrew Stephens to remain on the board as Chamber representatives.</p> <p>Jade Evans has started working for the BID two days a week on events and marketing and was doing well.</p>	MJ: To remove Tony Edwards as a Director
4.0	<p>Themes</p> <p>4.1 Access and Parking</p> <p>4.1.1 £1 parking</p> <p>£4502.82 agreed and paid for the £1 parking initiative.</p> <p>4.1.2 Free parking days 2019 – 2020</p> <p>Used and requested:</p> <p>80s Festival 29th June</p> <p>Vintage Festival 21st September</p> <p>Food Festival 19th October</p> <p>9th November - the BID and Town Council agreed a free parking day for as a result of a request from Cllr Peter Hughes-Griffiths for the National Harp, Singing and Dancing Festival (Gŵyl Cerdd Dant Cymru).</p> <p>4.2 Marketing</p> <ul style="list-style-type: none"> • Great Get Together – 22nd June – a success with good feedback • 80s Festival /Armed Forced Day – 29th June – a success with good feedback • Gar Gwyl Festival – 20th July – good feedback but the board had concerns about the format of the event. MJ to speak to Alun Rees about changing it ahead of next year Bands in the pubs and clubs in the evening, Al to come to the board meeting, DJ set to be included, face glitter • Cartoon Capers – 21st August • Vintage Festival – 21st September • Food Festival - 19th October • Harry Potter – 29th October • Reindeer Parade – 7th December <p>4.3 Enhancing experience</p>	MJ: To speak to AR about the Gar Gwyl format

	<p>4.3.1 Window vinyl</p> <p>The board decided that photographs of the event should go on to the doors of the D2 and M&S buildings.</p> <p>MJ waiting for the Council to give the go ahead for the remaining vynils to be placed on the multi story car park.</p>	
5.0	<p>Updates from outside bodies including the Chamber of Trade / Task Force</p> <p>PO gave an update. MJ to investigate the costs of advertising banners on the roundabouts on the way into town.</p>	MJ: To look into costs of advertising on roundabouts
6.0	<p>AOB</p> <p>LR had received a letter from the Police Commissioner, Aled Davies to remain in the town centre and the four new cameras to be installed quite soon.</p> <p>Church on Murray Street – Council to clean it out and stop people living in there.</p> <p>LR gave an update on business she had visited.</p> <p>DDAS needle group meeting commitment has waned.</p>	
7.0	<p>DONM</p> <p>Tuesday, 3rd September</p>	