

	<p>'money well spent'? – comments from Visitors who think Tavistock is great – discussion regarding what could be done to make Tavistock attractive in place of baskets – we have the baskets and brackets what other alternatives are there? – see item 6.7</p> <ul style="list-style-type: none"> • Children create their own baskets • Children design bunting • Bunting up end of May to end of September • Alternate years bunting/baskets • Allow BID baskets to be hired by individual shops to create their own basket • Provide collection tins in shops for odd change towards baskets/sponsorship • Have conversation about this at AGM 	On AGM Agenda
4.2	<p>Empty premises – 25 empty premises – 2 awaiting occupation – Odds and Suds looking to offload lease for September next year - Farley's Men's Wear are looking to finish in April - New Look will be closing in September due to national problems – Shoe King – premises to be demolished? and start again – concerns expressed regarding heritage – large site in centre of town – KH said he had written to Waitrose and M&S</p>	
4.3	<p>Signage – Levy payers in Market Street and King Street have expressed the need for help with additional signage – Market Street group are considering putting on a street festival to boost trade in the area – how can BID help? – RR compiling an up-to-date list of new businesses to take to Brett (ABC) for strips to update signs to avoid replacing the whole sign – this will have to be done eventually, but the strips actually work well and it doesn't look patched up – RR to get list to JS - as far as Motor Home parking is concerned, contact has been made with Debo Sellis – propose 'Tavistock BID welcomes you' there is no signage to advise users that parking is allocated in Riverside – PW said that there should be a flyer that could go out to users of camping sites close at hand (Harford Bridge and Woodovis etc.) PS said that this information and other information on Tavistock Visitor Centre etc. should be on the Dartmoor 365 facebook page – on until 2nd October - 8,000 people have visited the page Princetown Visitor Centre – send PS an email and she will send the pdf – PW would put in touch with the Caravan Holiday Park</p>	RR/JS PS PW
5	BUSINESS SUPPORT AND LOBBYING – nothing to report	
6	MARKETING AND PROMOTIONS	
6.1	<p>Summer Festival – Festival is now well underway and being well received, people coming from quite far afield to the unicorn activity - £320 to the end of the month.</p>	
6.2	<p>Visitor Centre – JS and Jo Butler are meeting regularly to further the collaboration. VIC now open 4 days a week with a view to increasing to more days in September – have email information – JS to ensure that all Visit Tavistock enquiries are filtered to hello@visit-tavistock.co.uk – A1 board now ready for use – Jo will devise a website rate card for non-levy payers who wish to advertise within the brand – for discussion with Directors' when available – Launceston and Tamar Valley Tourist Association charge £50 per year for membership – depends on what we want to offer and what advertisers would be paying for – ie. just a link to their website or a page within our website etc. cost to us – split revenue between BID and VIC – more to Tavistock than centre of town, needs to be wider - KH said that</p>	JS KH

	<p>Abode wished to help – Visit Tavistock newsletter will be written and distributed by VIC with a proof read by BID –visitor itineraries will be devised by Jo (both group and top 10 things to do in Tavistock) – these will be added to the website in pdf form once available – Town Guide also needs to be added in pdf format – Jo asked if BID received a marketing tool kit when awarded Coach Friendly status? – this should be incorporated into the website.</p>	JS
6.3	<p>Goose Fair - Confirmed that we will work alongside the Chamber of Commerce – JS spoken with the Treasurer regarding the packs and the possibility of incorporating a ‘Tavistock Passport’ with local offers etc.</p>	
6.4	<p>Coaches – JS been in touch with Alan Payling regarding a meeting in the Autumn – also requested 10000 more coach packs – JS will arrange printing</p>	JS
6.5	<p>Media File – no update – James has left Abode</p>	
6.6	<p>Website – Jo Butler (VIC) will give some feedback on the website prior to making any significant changes – we need to understand what the public are actually looking for on the website – in the interim HdW will work on updating the home page, and events page, and look to incorporate a group page with more information when the VIC and Town Guide will be located - regarding a more significant upgrade, we need to identify who can do this for us – Cameron not so interested in working with BID any further – JS met with Clair Wellsbury-Nye (Tamar Valley Girl) she would be keen to work with BID, but her rates are £400 per day and she anticipates anything from 3-5 days to get us to website we are looking for – discussion – KH proposed Brett – he has a lot of work on, but perhaps he could effect the immediate changes?</p>	HdW
6.7	<p>Britain in Bloom (Tavistock) – JS had a meeting with ladies from Tavistock Community Gardens, who manage the ‘pop-up allotment’ outside the old rest room and Jackie Orange of Tavistock Town Council – apart from introduction to Britain in Bloom and initial ideas regarding entries for 2019, discussed ways to increase footfall within the town – sustainability of hanging baskets discussed and JS asked for their thoughts and alternatives that can be put forward to levy payers at the AGM – Britain in Bloom doesn’t mark down on the use of hanging baskets but their sustainability is in question – bikes/welly boots etc. outside shops – TTC would not be keen on this on the pavement - further suggestions as under item 4.1 – recipe card was suggested with people getting ingredients from ‘pop-up allotment’ – suggestion that a vote is created for People’s Choice</p>	
7	<p>DICKENSIAN – Planning in progress – JS received a copy of last year’s Road Closure submission and is working on the one for this year – TTC raised issue of road signs – they use AA for their at a substantial cost – JS awaiting reply from Lisa and Devon Highways about this – any further light anyone can shed on this? – Wayne Southall (TTC) expressed major concerns regarding the additional light switch on day – discussion regarding this – Directors felt that for the retail trade it was too late to leave the switching on of lights until Dickensian (7th December) – if it is not possible to have a separate light switch on event because of the staffing factor and it being too tight for time to organise for this year, lights could be switched on in the middle of November with no official ceremony, then there could be an official ceremony at Dickensian – with the expenses already laid out, it was not worth having lights for only 3 weeks leading up to Christmas</p>	

8	<p>PARKING – Updated parking poster being circulated – discussion regarding insufficient parking with employees using long stay car parks etc. with locals using the spaces and then going on bus tours from Tavistock - RR had checked the Bedford car park a couple of times at 9.00am. and 9.30am. there were still a number of spaces at that time – perhaps would be different when schools are back</p>	
9	<p>MANAGER UPDATE – In addition to the above JS has visited a number of Levy payers, and will continue to do this – attended the Chamber of Commerce networking breakfast last week – met with Wayne and Becky from TTC to discuss Dickensian and Christmas plans – more details under 7 above - Wayne looking for more in depth information in the SSG documents – stalls/entertainers etc. being booked – need to source donkey and sheep – Coop have had a donkey before - Winter Festival and Christmas – JS looking to put on events that reach a wider demographic (bit child centric at present), so is open to ideas for those to put in the Square – eg. Tavistock Musical Theatre Company/The Edge/Choirs – suggestions welcome – discussion – Christmas grotto in Butchers Hall? – do BID want a space - Lions built new sleigh – part of grotto if we want it –share profit with TTC – they would be prepared to take this in lieu of payment for space in Butchers Hall - this is outside our present budget – Becky is needing an answer ASAP – KS would look into sponsorship, needs to know actual price – about £1,500?? – JS try to find out and let KH know – he will try to give answer by next Tuesday – extra event – old fashioned retro event – people experience? Grant awarding process changed – new community enterprises for grotto 2019, or maybe for bunting? – perhaps could try to get grant? - Christmas markets currently planned for 7th, 8th and 17-21st December – Marvellous-Events also prepared to work on some kind of ‘profit share’ basis but would want payment up front for costumes and hire of an additional Father Christmas outfit – Tavistock newsletter/Chamber of Commerce – JS will meet Tim Randall again on his return from holiday to discuss the newsletter and whether they want to collaborate on this in the next edition</p>	<p>JS</p> <p>JS/KH</p> <p>JS</p>
10	<p>FINANCIAL REPORT - AB passed around the budget to 31st August, 2018. AB said that 87% of the levy had been paid already, he hoped that the additional £2,500 would be in by the end of August – otherwise budget a bit tight as always, but OK – need to get further signatures for cheques with the changes of Directors – RR will continue to sign until the AGM – all Directors (other than ME and RR) will re-stand at AGM – BID would not continue to support the ‘Town Guide’ – felt that information contained there was available elsewhere and it was an unnecessary expense</p>	
11	<p>CHAIR UPDATE – nothing further to report</p>	
12	<p>ANY OTHER BUSINESS –</p>	
12.1	<p>GDPR – JS working on GDPR Policy Statement having liaised with PW</p>	<p>JS</p>
12.2	<p>Landlord initiative – RR has been speaking to local Landlords (John Taylor, Nigel from Mount Kelly etc.) to try to arrange a meeting and will continue to contact more, also contacts through Landlord Association for Nationals (for Boots, Smiths etc.) TTC should be at this meeting also (Jan Smallaombe best person to speak to) – keen to meet up to look at car parks and structure a paper</p>	<p>RR</p>
12.3	<p>Communication with Levy Payers – with AGM papers advise costings of hanging baskets, what is happening with light switch on</p>	

13	DATE OF NEXT MEETING –19TH September, 2018– at the Bedford Hotel at 6.00pm.
14	Meeting closed at 8.13PM.

DRAFT