

Minutes of Director's Board Meeting held 12.01.21 via Zoom

ATTENDEES

Andrew Fuller (Chair, Independent, voting)
 Charlotte Whitaker (Manager, non-voting) CW
 Beccy Gunn (Leisure and Tourism, voting)
 Emily Ayres (MVDC representative, observer, non-voting)
 Geoff Evans (Leisure and Tourism, voting)
 Ben Curtis (Resident Representative, observer, non-voting)
 Nick Boot (Office, voting)
 Stephen Cooksey (Councillor, voting)
 Clayton Wellman (Councillor, voting)
 Candida Gouldon (Economic Development Manager)
 Richard Green (Senior Economic Development Regeneration Officer)
 Rick Parish (Independent, voting)
 Basil Doha (Retail Independent)
 Malik Talal (Retail service provider)
 Teresa Weller (Retail service provider)

	Welcome and Introduction	Action	Time
	AF opened the meeting and everyone introduced themselves to the Board. No apologies noted.		
	Approval of Minutes of previous meeting.		
	The minutes of the previous meeting in December were approved.		
	BID Update		
	<p>CW provided an update on Social Media and the current projects and activity:</p> <ul style="list-style-type: none"> • Social Media Tracker • The Shop the Window initiative is ready to be launched. This scheme allows independent shops to put QR codes in their shop windows so customers can scan the code with their phone and be taken to a website to buy items on display in the window. • The Hello Lamp Post scheme • Markets – the Artisan Market will be relaunched in March 2021. • Opportunities for a thrift/upcycling market and an antiques market. <p>Petition for Westcott Road and South Street yellow box junctions</p> <p>The petition for the yellow junction boxes at Wescott Road and South Street has been launched and is being shared across social media.</p> <p>Click and collect points</p> <p>A Click and Collect point was discussed. The point would allow for shops on the high street that cannot currently open to take packages for customers to one location for collection, preventing them from having to open all day for what</p>	CW	
		CW	

	<p>might only be a small number of collections. Customers could buy from several shops on the high street but only have to enter the click and collect point to pick up their purchases.</p> <p>AGM</p> <p>Arrangements will be held to arrange the AGM online.</p>	CW	
	DTP Accounts		
	Accounts approved.		
	MVDC updates		
	<p>Four key areas and opportunities for joint working for 2021/2022 were discussed:</p> <ol style="list-style-type: none"> 1. An investment prospectus for Mole Valley to attract business to the area. 2. DWP Opportunities Hub (for employment/job skills). 3. Visitor economy plan. 4. Opportunity Dorking. <p>MVDC will engage with stakeholders to understand the requirements of residents and businesses.</p> <p>Plays in The Park in summer 2020 were very well received and further ideas for Meadowbank are being considered. Any events will consider resident's views.</p> <p>The Friday market is an area MVDC are very proud of and want to build on. Discussions are underway as to how this can be grown and supported.</p> <p>The possibility of an e-commerce platform was discussed, like an Amazon marketplace but for local consumers with local delivery. A survey will be sent out across businesses within the district to gauge the appetite of such a project.</p> <p>Signage for Free After Three parking was given is to be temporarily removed considering the current restrictions. It is agreed that the scheme can be extended for two months after lockdown is lifted.</p> <p>Environmental Health will be visiting stores in the area to check they are complying with Govt advice for face coverings and other risk assessments to reduce infection rates in the area.</p> <p>The storage of the Christmas sleighs is being reviewed.</p> <p>The car park renewal programme is starting in Spring 2021 beginning with Southside and St. Martin's car parks, this will include the introduction of electric vehicle points.</p> <p>A review of relevant town schemes is being considered to ensure anti-social behaviour is kept as low as possible.</p> <p>Arrangements are underway for talks to be held with partners for transport links between visitor attractions in the area e.g. Denbies, Box Hill and the town centre/station to encourage visiting to the area post lockdown.</p> <p>The Visit Dorking website will be reviewed to ensure all collaborative opportunities are being taken.</p>	MVDC	

	MVDC are awaiting an update from the Govt regarding grants so that levy payers can receive the funds they are waiting for. The MVDC website will be updated to show the current position.		
	Opportunity Dorking		
	Discussions have been held with prospective businesses interested in coming into Dorking and engagement is ongoing. Several units in town have recently agreed lets and further opportunities are being reviewed.		
	AOB		
	<p>TW – raised an issue on behalf of the West Street WhatsApp group as to whether a vaccination centre could be set up in a large unit such as Cote. It was advised that the Clinical Commission Group arrange the vaccinations and have chosen Medwyn for the south of the district and it was unlikely now that this could be changed.</p> <p>TM – raised the issue of unemployed drivers in the area and whether they could be utilised as part of the click and collect service to deliver items to customers. Although keen to utilise drivers currently not working, the logistics of this method would be complex and it is unlikely it could be implemented quickly. Once the click and collect service has been established deliveries can be considered.</p> <p>DATE OF NEXT MEETING IS THE 9TH FEBRUARY 2021.</p>		