

**ATTENDEES**

Name	Initial	Position
Andrew Fuller	AF	Chair, Independent, voting
Charlotte Whitaker	CW	Manager, non-voting
Emily Ayres	EA	MVDC representative, observer, non-voting
Geoff Evans	GE	Leisure and Tourism, voting
Nick Boot	NB	Office, voting
Clayton Wellman	CWn	Councillor, voting
Stephen Cooksey	SC	Councillor, voting
Rick Parish	RP	Independent, voting
Basil Doha	BD	Retail, Independent
Teresa Weller	TW	Retail service provider
Roger Jones	RJ	Leisure and Tourism
Beccy Gunn	BG	Leisure and Tourism, voting
Ben Curtis	BC	Resident Representative, observer, non-voting
Andrew Magnani	AM	Retail Service Provider

	<b>Item 1 – Welcome and Introduction</b>
<b>1.1</b>	AF opened the meeting. No apologies noted.
<b>2.</b>	<b>Item 2 – Approval of Minutes of previous meeting and AGM.</b>
<b>2.1</b>	The minutes of the previous meeting in April were approved.
<b>3.</b>	<b>Item 3 – BID Update</b>
<b>3.1</b>	<p>CW provided an update on current projects and activity:</p> <ul style="list-style-type: none"> <li>The Transport Meeting Group has been discussing the yellow box junction proposal as it was rejected by the local committee. Objections include the requirement of cameras for the yellow box junctions and that they would speed up traffic along the Wescott Road into West Street. These issues can be challenged as it is not the case that cameras will be required and road markings would simply ease the flow of traffic rather than making vehicles go any faster. There is a meeting of the Transport Group in three weeks to discuss the issue further along with the objections raised which will need to be addressed carefully with SCC. The Transport Group are working on a letter to send to SCC to keep the conversation going. SC is also organising a meeting with Zena Curry at SCC.</li> <li>The late-night economy was discussed with the results of the survey reviewed. Concerns with anti-social behaviour and how it will be managed were raised. It was suggested that as currently all premises close at roughly the same time this could cause more issues rather than some premises closing later, which would stagger the times at which people were in the streets. It was concluded that there needed to be support from the late-night licence holders coupled with a report as to how any issues caused by late night opening would be mitigated. While it was generally agreed a thriving late-night economy would be good for the overall economy of the</li> </ul>

town it had to be approached correctly to avoid the issues of the past with anti-social and criminal behaviour. A night-time economy meeting should also be held to discuss the matter in more detail.

- Visit Dorking Website – the domain for the Visit Dorking is not owned by MVDC and enquires are being made as to whether this can be acquired so DTP can proceed with the plans for the Visit Dorking website.
- The upcoming Mayflower events will be Thanksgiving focused noting the event and the presence of William Mullins in Dorking. People will be involved in the events by being asked what they are thankful for. The focus for the events will be educational. Promotional material includes a promotional Mayflower video, promotional booklet for visitors, Mayflower planters around the town, links, shared assets and promotion with the Alden Society and engagement with Dorking museum and Mayflower400 partners. The United Reformed Church in West Street has offered their church hall if a meeting area was required for the events and both Mullins coffee shop and Mayflower Spa have offered the same. It was suggested September could be a good time to encourage visitors from the US and that the Mayflower sculpture could be unveiled at this time.
- The Ballot for the BID is in 2022 and The Board voted unanimously to undertake training to assist with the campaign. A vote was also taken on whether an investment would be made in BID Ballot Buddy, a service which provides BIDs with support leading up to a ballot. There was a unanimous vote against this.
- The vacancy for the BID Assistant Manager role had been divided into two part time roles to reflect the administrative and social media management aspects of the vacancy. Candidates are being sought.
- Sponsorship – The BID is sponsoring Dorking Caves for their reopening with branded hard hats for guides and visitors.
- The Artisan Market – the relaunch of the market went well and although there was less footfall in the afternoon, this was likely due to rain being forecast influencing people’s decision to attend earlier in the day.
- St Martin’s Car Park/Free Parking – A few days before the relaunch of the St Martin’s car park offer of free parking after 3pm on a Friday it was brought to the attention of DTP that 70% of the car parking spaces would be closed and parking would be displaced into the other car parks in town. CWn responded that the timing of the works being undertaken was disappointing, however, the work is being completed following an electrical safety inspection in the car park, which directed that upgrade work should be undertaken immediately. Although frustrating the unavailable parking spaces constituted 70% of the long-term spaces representing approximately 20%/25% of the whole car park. CWn added that to make the best use of time some of the car park renewal works are also being undertaken while the electrical work is taking place. Because this work is being undertaken MVDC will work with DTP on a suitable extension for the Friday Free After 3pm parking scheme.
- Town Appearance – there is an obvious amount of weed overgrowth around the town and also a lot of overflowing rubbish bins. EA advised a Service Review Panel Meeting should be held to reassess the baseline of the service level agreement.
- Shop Front Graphics – a discussion was held as to whether some of the vacant units in town would benefit from having printed graphics in the window while they were empty to make them more visually appealing. This is to be explored with the overall cost being reviewed along with who will bear the costs of the printing, installation and removal of the graphics.

**Item 4 – MVDC Updates**

**4.1** Update given by CWn:

	<ul style="list-style-type: none"> <li>• The updates on St Martin’s carpark and the Fridays Free from 3pm parking have already been given within the BID Update.</li> <li>• Grants – The issuing of available grants has gone well with further funds currently in the process of being disseminated. The discretionary grants are continuing until 21<sup>st</sup> June 2021, and although claims had to be property based, applications to MVDC are encouraged.</li> <li>• Welcome Back Fund – there are strict rules as to what these funds can be spent on and a proposal is being written to ensure the guidelines are met, this will be submitted at the end of May. It would have been ideal if some of the funds could have been used for the shop front graphics, however, one of the rules of the fund is that it has to be spent on public spaces and public land so cannot be used on privately owned premises. A survey has gone out with the latest MVDC newsletter as to what businesses would like to see (across the while district). Candida is engaging with DTP and key organisations to get feedback on their views for the fund. A plan for the fund has to be submitted to the Ministry of Housing, Communities and Local Government (MHCLG) by the end of May. Once this is completed and accepted the funds can be used. The funds can be used for publicity campaigns, planting, parks and green spaces, signage and safety for social distancing, beautification, and maintenance of public convenience and undertaking research for a local strategic plan to respond to the medium term impact of Covid19 as well as pilot projects to reverse any long term impact of Covid19. However, the funds cannot be used to provide direct financial support to businesses, measures have to be temporary and it cannot be used for areas already committed to an expenditure. Any thoughts or ideas from the board can be passed on to MVDC. The deadline set by MVDC for the survey results is 21<sup>st</sup> May and then the submission to MHCLG is the end of May. NB asked whether part of the funds could go towards increased bin collection as bins in the town were overflowing. CWn stated he will look into this, although stated that the refuse collection services already had a duty to empty the bins. The current agreement was on an as needed rather than cyclical basis but this will be discussed with the contractor to make sure it is happening regularly enough. CW asked that this also be done for the issues with the weeds.</li> </ul>
	<p><b>Item 5 –AOB</b></p>
<p><b>5.1</b></p>	<p><b>AOB</b></p> <p>BD raised the success of the Artisan Market, although quieter in the afternoon the footfall was good. Would BD asked whether it would be possible to have some advertising for the market outside of Dorking to attract more visitors and in addition to this advertising for the reopening of Dorking on a wider scale. CW will look into this.</p> <p>BG asked if the stickers for Eat Local were going to be distributed ahead of premises reopening on Monday 17<sup>th</sup>. CW said that would be done asap.</p> <p>Meeting closed.</p>
	<p><b>THE DATE OF NEXT MEETING IS THE 8<sup>th</sup> JUNE 2021.</b></p>