

ATTENDEES

Andrew Fuller (Chair, Independent, voting)
Charlotte Whitaker (Manager, no voting rights)
Nick Boot (Office, voting)
Philip Downer (Independent, voting)
Geoff Evans (Leisure and Tourism, voting)
Gillian Harris (Independent, voting)
Ben Curtis (Resident representative, observer, non-voting)
Rick Parish (Independent, voting)
Stephen Cooksey (Councillor, voting)

Jen Dannel (Note Taker, non-voting)

		ACTION	TIME
1.	Item 1 - Welcome and Introductions		
1.1	Andrew opened the meeting and welcomed everyone. Apologies were received from /Emily Ayres and Ken Storr.	INFO	-
2.	Item 2 – Approval of Last Month’s Minutes		
2.1	Minutes were agreed as correct by unanimous vote.	INFO	-
3.	Item 3 – Liability Orders		
3.1	CW provided a breakdown of liability orders which have been brought about as a result of non-payment of the BID levy for 2017-2018 by certain businesses. She explained that the Directors need a clear procedure to follow if levy payers default on payment for the upcoming year. A vote to proceed with pursuing the money from those defaulting on payment was passed unanimously.		
4.	Item 4 – BID Update		
4.1	CW gave a BID update: <i>Loyal Free</i> October report is looking really positive. The only negative thing about the app is the offers that you can see from 29 miles away – we need a holding bar or something to split the offers for those close to town and those from further away. <i>Christmas Festival</i> CW provided a detailed breakdown of the Christmas festival, including road closure times, which included: <ul style="list-style-type: none"> - 33 stalls (10 on South St and 23 on High St) - punch and judy in the vacant unit next to caveman - Santa will be in a vacant unit in St Martins Walk - There will be music in the High Street and south Street 	INFO	-

	<p>- The christmas lights switch on will start at 3.30 pm (run by Friends of Dorking)</p> <p><i>Window Competition</i></p> <p>There will be a most festive window competition running from 25-30 November (see separate report – social media competition put together by Amplia on our behalf). Sir Paul Beresford will choose the most festive window on 1 December with a reception at the White Horse at 4 pm for all entrants. There will also be a people’s choice award which can be voted on either online or by texting to 88802. Those who vote will be entered into a prize draw (5 x £100).</p> <p><i>Delivery Questionnaire</i></p> <p>Replies showed that it would be impossible to have a ‘delivery hub’ in the town as it’s impossible to coordinate deliveries/companies etc.</p> <p><i>Winter Flowers</i></p> <p>On the whole they have been a success and look good. The big display outside Waitrose looks lovely, the others look a bit bare when you drive past them and need to grow a bit.</p> <p><i>Business Growth Hub</i></p> <p>CW has been approached by a company who are offering training sessions for businesses in the town (7-8 like-minded businesses at a time) at a cost of £200/business/month. Most people thought it was very expensive and not really of interest to us.</p> <p><i>Vacant Units and Parking</i></p> <p>CW held a discussion with the Directors on what the BID can do with regard to vacant units (running at 8% as opposed to the national average of 11%) and also the parking charges in the town? CW is working on a brochure with Amplia group. All Directors felt that we should try to do something with the Loyal Free App for parking, but that it would need to be discussed with MVDC and Ringo. CW to look into this and start discussions.</p> <p><i>Items for Decision:</i></p> <ul style="list-style-type: none"> • Elect Laura Drake as a Director for Night-Time Economy Passed Unanimously • Elect Lisa Edwards as a Director for Leisure and Tourism Passed Unanimously • Meeting Day – change to a Tuesday Passed unanimously. • Re-employing Amplia for another six months Passed unanimously 		
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5	Item 5 - AOB		
5.1	The chair closed the meeting at 9.30 am.	INFO	-
	NEXT MEETING		
	Next Meeting will be held at 0745h on 10 th December in South St Clinic.	INFO	-