

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)
Ken Storr (Multiple retailer, voting)
Ben Curtis (Resident observer, non-voting)
Emily Ayres (MVDC Representative, observer, non-voting)
Rick Parish (independent, 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 Gillian Harris and Stephen Cooksey.	INFO	-
2.	Item 2 – Approval of Last Month’s Minutes		
2.1	Minutes were agreed as correct by unanimous vote.	INFO	-
3.	Item 3 – BID Update		
3.1	<p>CW gave a BID update:</p> <p><i>Loyalty</i></p> <p>CW gave a brief run through of the Loyal free report. 38 Businesses have signed up already. Dorking has 300 App users. It has been a good start, but we need everyone to act as ambassadors for the App. Loyal Free are coming back to Dorking for another couple of days to sign up more businesses. The chairman asked for a show of hands on whether we should allow businesses outside of the BID area to sign up and join Loyalfree (eg Denbies) for a nominal fee. In addition, it was suggested that we do not allow online businesses to feature on the App. The proposals were passed unanimously.</p> <p><i>Website/Social Media/Amplia</i></p> <p>CW thanked everyone for their comments on the wireframe. There is a full SM plan in place and press releases have gone out for the Heritage weekend and the Rob Walker Centenary Festival. We have applied for the Great British High Street Awards (national awards celebrating Best High St in the UK) under the Rising Star category.</p>	INFO	-

	<p><i>Footfall Counters</i></p> <p>CW has requested a combined report of all footfall counters which can be put on the website in the levy payers login area to include weekly numbers and graphs.</p> <p><i>Christmas Festival</i></p> <p>There will be an M&T meeting tomorrow night to discuss the festival. CW plans to get infrastructure in place and she has had a lot of interest from community groups and bands and some businesses.</p> <p><i>Friends of Dorking Christmas lights and Trees</i></p> <p>FOD want to pass over the Christmas lights, trees and lights switch on event to the BID. CW will meet with them to understand how this can be facilitated.</p>		
4.	Item 4 – Treasurers Update		
4.1	<p>The treasurer gave a breakdown of cash flow.</p> <p>It was proposed by RP that we hold a full audit of the accounts. The chair asked for a show of hands and the proposal was passed unanimously.</p> <p>It was proposed that a resolution be passed on the authorised signatures on the bank mandate, the amount they can sign for and the number of signatories required to make any changes to the mandate. It was proposed that the mandate is signed by AF and NB. The chair asked for a show of hands and the proposals were passed unanimously.</p>	INFO	-
5	Item 5 - AOB		
5.1	The chair closed the meeting at 8.43 am.	INFO	-
	NEXT MEETING		
	Next Meeting will be held at 0745h on 1 October in South St Clinic.	INFO	-