

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)
Candida Goulden (MVDC Representative, observer, non-voting)
Emily Ayres (MVDC Representative, observer, non-voting)
Laura Drake (Night-time Economy, voting)
Ken Storr (Multiple Retailer, voting)
Lisa Edwards (Leisure and Tourism, voting)

Jen Dannel (IN ATTENDANCE)

		ACTION	TIME
1.	Item 1 - Welcome and Introductions		
1.1	Andrew opened the meeting and welcomed everyone.	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 outstanding from 2017/2018 levy collections and indicated those who she feels should receive a Hardship letter asking them to apply for BID Levy Hardship relief. CW also provided the Directors with the Hardship Policy for approval which was passed unanimously.		
4.	Item 4 – BID Update		
4.1	CW gave a BID update: <i>Loyal Free</i> CW gave a brief run down of the November Loyal Free usage, but a more detailed breakdown can be found in the Report issued with the minutes. Appears to be very successful and numbers of downloads are increasing month on month and more and more businesses are putting offers on there. <i>Xmas Festival</i> Lots of feedback in Amplia’s report, but on the whole it was really well received. The road closure in three parts was very successful and footfall was better than last year. Other feedback included: <ul style="list-style-type: none"> • Light switch on should be later in the afternoon (potentially when it is 	INFO	-

	<p>darker....around 5 pm)</p> <ul style="list-style-type: none"> • More stalls selling food/drink and gifts/crafts • More things for children (fairground rides in particular) • Have it later in the month of December • Move the South St stage • More activity on West St <p><i>Window Competition</i></p> <p>25 businesses entered the competition (run in conjunction with Small Business Saturday) and the winner (Shabby Chic country living) was chosen by local MP Sir Paul Beresford with entrants being invited to a local reception held in the White Horse. People's choice award (Gillian Gladrag) was voted on by 300 people and the gift voucher winners have been notified. It's hoped that it will run for longer next year.</p> <p>The chair asked for a vote of thanks for CW for organising such a successful event.</p> <p><i>Social Media</i></p> <p>Amplia have provided a social media report, but followers on all platforms have increased since last month. Video promoting Dorking will be out in the next few weeks.</p> <p><i>Other News</i></p> <ul style="list-style-type: none"> • Hub of the High St meeting – pop-up/multi-retailers under one roof with a coffee shop at the back and a zero-waste/eco shop • Mayflower M&T meeting – lots of ideas, suggested itineraries, pulling packages together for visitors • Visit Surrey Digital Workshop – lots of networking • Service Review Panel Meeting • Monitoring Group meeting • Bath Christmas Market – saw how they deal with small stalls so got ideas for stalls on West St for next year and potential pop-ups that could stay for the whole of the Christmas season and not just when there are road closures • Road Traffic Solutions Meeting • Transport Survey Workshop • Ashcombe School presentation for the BTec Business Class • <p><i>Achievements in the First 15-16 months</i></p> <ul style="list-style-type: none"> • Compiled a list of levy payers and dealt with objections • Recruited BOD • Rebranded • Started running Social Media across all platforms • Shop Safe Radio Scheme • Summer and Winter flowers • Loyalfree App • Rob Walker Centenary Festival 		
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	<ul style="list-style-type: none"> • Christmas festival (lights and trees) • Great British High Street Special Mention • Small Business Saturday and Window Competitin • Rubbish Scheme about to launch • Website about to launch – few adjustments required with the focus <p><i>Potential projects for next year</i></p> <ul style="list-style-type: none"> • AGM on 6 February • Mayflower Celebrations • Christmas Festival • Monthly market on West St from May to September • Parking signage – need to make it happen • Parking charges (loyalfree link) • Improve the look of the Cockerel roundabout • Independents month in July • Investments prospectus • Social media workshops • Dorking means business conference • Heritage murals <p>Board Meeting dates for 2019 were passed unanimously.</p>		
5	Item 5 - AOB		
5.1	<p>AF has received an email from Emma Day of MVDC asking if DTP could contribute towards the cost of a feasibility study into the improvement of access to Deepdene station. SC explained that there is an initial proposal to consider improvements to Deepdene Station - a very brief document which got county, district and forum support. Before major funding body can move forward (LEP/Government via Network Rail) there is a need for a much more detailed study and that is what we are being asked to contribute towards. AF will go back and ask for more information.</p> <p>The chair closed the meeting at 9.00 am.</p>	INFO	-
	NEXT MEETING		
	Next Meeting will be held at 0745h on 8 January 2019 in South St Clinic.	INFO	-