

Minutes of the Wotton- under-Edge & district Chamber of Trade & Commerce held at the Swan 18th March 2014

Attendees

Alex Wilkinson
Steve Tasker
Mike Zimmer
Colin Wright
Andrew Cope
Trevor Mason
Lucy Farrington

A warm welcome was given to Steve Tasker who has come on board as vice president.

1. Apologies

Jill Tebb
Claire Wilkinson
Caroline Coxon

2) A talk by Vicky Jennings from Leaflets Galore

Vicky gave us a brief overview on what her company could do in distributing leaflets on WUE to surrounding towns, in the various outlets, like Tesco in Yate. The leaflets are displayed in carousels one of which we are considering. Alex thanked Vicky and said we would be back in touch once the committee had decided.

3) Approval of the last minutes

Subject to 2 changes a) it's Mike Zimmer, not Phil. b) Item 11 Martin Roberts and Claire Wilkinson to come off the our bank's mandate. Jill Tebb, Colin Wright and Jo Roberts to go on.

4) Matters Arising

All items to be covered in meeting

5) Committee Vacancies

The position of Secretary remains unfilled

6) Networking Breakfast report

Alex reported that the Breakfast with 26 attendees was a huge success, and that it was nice to see so many including Ben Taylor, assistant CEO from Renishaw plc

7) Review of Programme of Events

Alex explained the change in venue for the Information Exchange evening on the 3rd of April. It will now be held at the Civic Centre in the Bradley Suite. The Supper Club on the 24th April - preparation is in hand, and the menu had been provided by Chris.

8) Market Street Market update

The report of the meeting was circulated to those present. We were expecting representatives from the residents of Market Street (who had been invited but failed to appear). Alex commented on and empathised with the concerns of the local residents and made these known to the committee, along with the petition that was signed by local residents and traders. Alex also read an email received from Nicki Nevitt and after a brief discussion incorporating some of Nicki's ideas followed, it was agreed that:

- a. The Working Party should continue to explore the ideas put forward, the foremost being to look at and support the Farmers Market and build on this. The Working Party would then report back.

9a) Publicity

Alex thanked Trevor for the latest press release and gave a quick overview of where this had led with the Gazette.

9b) Website Review & Social Media

Alex thanked Rory and said the new website was up and running. On the Social Media side, it was agreed more work still to do here.

10) Payments & Bookings

Alex thanked Andrew for setting up PayPal. 7 members have already used this to pay their dues! Andrew is going to update Jill about transferring money out. Andrew is also looking at the facility to take payments for events.

11) Promotional film with KLB report

Trevor reported that Rich Hall has 4 students that are very keen to take this on board. It was agreed that a brief will be needed, especially as this is to be subsidised by some businesses which will be given the opportunity to have their business featured. It was agreed that a working party should be set up to manage this process.

12) Membership update & card sponsorship

Alex said we now had 47 fully paid up members, with still a lot to re-join. Wotton Accountancy had agreed to Sponsor the cards for 2014/2015 and the colour blue chosen.

13) Treasurer Report

In Jill's absence Alex reported that the transfer of account and signatories was underway. It was agreed that the payment for the website should be held over until the issues rectified. Alex apologised that he had lost the cheque for Evergreen for £24 web hosting and would let Jill know. Andrew suggested that he could be paid by PayPal. The proposal for Website work from Evergreen included a number of facets. Steve commented that he thought the work being done by Rory & Andrew was good value. It was therefore agreed

that Evergreens quote of £550 + vat is accepted. It was also agreed that this would be paid in stages as the work is completed. Proposed by Alex, seconded by Trevor, all in favour. Membership cards - it was agreed to give Little Printing the go ahead and Alex will speak to Jamie. Alex presented his first Invoice for 1 1/2 months and 14 subscriptions making a total of £220. This was proposed by Andrew and seconded by Colin; all in favour.

14) **Database**

Alex said he was bringing this up to date as he renewed the memberships -47 paid and 93 listed.

15) **WCOT Frame for the Swan**

Alex sending proof to Trevor to amend. Poster to be A3

16) **AOB**

Parking. Mike Zimmer brought up earlier and talked about possible developments, parking at the Royal Oak being one. A suggestion might be that we should have our own working party, working with the Council?

Publicity. Steve & Trevor talked about ideas for more publicity. Trevor was very much in favour of drip feeding publicity out and looking at Twitter, Face Book etc.

Poster for Tesco & leaflet holder. Alex showed the picture that Belinda Downes had produced and it was suggested this could be incorporated into a pop up with a leaflet holder

17) **Next Meeting**

Tuesday 29th April at the Swan Hotel at 7pm

23/3/2014