



Minutes

Monday, 4 December 2017

wotton-under-edge
chamber of trade
www.wotton.biz

Present: Martin Tucker (Chair), Trevor Mason (Acting Secretary), Jill Tebb, Janet Walshe, Dave Harrison, Claire Wilkinson, Jon Turner, Jeff Walshe (later)

Apologies: Linda Cohen, Andrew Cope

1. Minutes of the meeting held on 18th September 2017

The minutes of the previous meeting were accepted as a true record of the discussions held.

2. Matters arising

- a) Potential new members have been sent details of the social/networking meeting on 29th once they joined **Action completed**
- b) Martin has now drawn up an action plan which will be shared with the membership at the social/networking meeting **Action completed**
- c) The Wotton Town Council was approached for a grant towards Christmas trees **Action completed**
- d) To be on the safe side it has been decided to reregister the Chamber with the Data Protection office despite some superfluous data having been removed. **Action completed**

Clare agreed to update the Committee on recent changes to Data Protection legislation at the next meeting for discussion as to the way forward

Action: Claire/Martin(for Agenda)

- e) Martin reported that he had been unable to locate and contact the 'owner' of the town video who had discontinued the subscription to Vimeo without realising that the video would no longer be available. However, Dave was able to find a link from which the video can be sourced (<https://www.youtube.com/watch?v=ApCEAK40718>)

Martin will speak with Andrew Cope to establish how it can be returned to the previous sites

Action: Martin/Andrew

- f) No response has been received from Linda regarding her company sponsoring an update of the town leaflet artwork as part of its community involvement **Action continuing: Linda**

Copies of the current one are in short supply and Martin is negotiating with several

different organisations about the production of a new one.

Action: Martin

It was established that any new edition would not contain specific dates for events but would present approximate timings with the caveat that further details would be available from the relevant website.

- g) Martin has prepared a draft constitution which was discussed under the next item of the Agenda

Action completed

3. Constitution

Martin tabled a DRAFT constitution document for consideration by the Committee explaining that it was essential for a number of reasons that the Chamber should have one. He enlarged on this saying that it could be a barrier to receiving some grant funds if one were not in place and also that there was a possibility of a large fine under some other circumstances if there were to be particular problems that arise.

It was agreed that the Committee has 14 days in which to consider the proposed document and submit comments to Martin

Action: Committee Members

As part of the constitution it was agreed that reference should be made to the need for some sort of remuneration policy to be filed as a separate document for anyone who incurs out of pocket expenses whilst representing the Chamber.

Action: Martin

The remuneration policy should include reimbursement for any direct and incidental costs such as printing, petrol and mileage. An allowance of, say, 30p/mile was suggested to cover the latter two items. Meal should not be allowable unless they are formal events.

The detail of the policy needs to be drawn up and agreed separately at a future meeting.

Action: Martin

4. Plans for 2018 events

There was general discussion of what events have been held previously and which worked. The general desire was expressed for a mix of fun, networking and general interest whilst being both social and business oriented.

It was felt that there should be no more than four events in any year

Amongst the more successful ones recalled were the following:

- breakfast meetings where a guest speaker had been invited
- curry nights
- visit to Wickwar Brewery
- visit to Newark Park with the addition of a picnic
- supper club format with a guest speaker

New ideas mooted included:

- some form of 'Question time' where a panel of guests is asked for its opinions on a specific topic
- a local version of the radio programme 'The Bottom Line' where a journalist interviews a representative from a local key business about their work (Claire knows of a local financial journalist)
- presentations from, possibly, a representative of the Heritage Centre, on the history of local businesses/organisations
- guided walks of an industrial archaeology, geological, historical or country/environmental nature
- visits to local attractions, eg the new aerospace museum at Filton (Trevor's post meeting suggestion)

It was agreed that each member of the Committee should attempt to supply Dave and Mo with three ideas

Action: Committee Members

5. Opportunities for publicity, Facebook, etc

Trevor to supply a quote to the Gazette asap from Martin expressing the Chamber's congratulations to the organisers of the highly successful Christmas under the Edge event and its thanks to all who contributed to it.

Action: Trevor (and already completed)

Martin reported that feedback from the event was very good with the organisers and those attending all commenting on how well the clean-up afterwards had gone.

6. Correspondence

There is no correspondence

7. Any other business

a) Jon reported that the official 'launch' of the recently modified Co-op store would take place at 9am on Friday 8 December.

b) Claire wished to thank those members who had helped on the Chamber's stall at the town's Christmas event. Although it had not seriously set out to make money it had nett takings of £254 although it was a little disappointing that so few members had visited the stall for a complimentary drink.

c) In connection with the previous item Claire requested some consideration to the Chamber sponsoring some sort of business initiative with KLB School.

It was agreed to add this as an item on the next Agenda

Action: Martin (for Agenda)

d) Following a question from Dave, Martin stated that there are 77 members to date with the possibly of one or two more in the next day or two.

Member to Member discounts are under review in some areas

e) Janet pointed out that the Chamber had not yet paid its sponsorship its page in the Heritage Trust's 2018 calendar. It was agreed that a new invoice should be supplied.

f) David Drew MP has tabled a motion that the entire area covered by the Cotswolds Area of Outstanding Natural Beauty should become a National Park.

Martin agreed to send him an email expressing the Chamber's support for this proposal.

Action: Martin

g) There was some discussion about the desire to see more Christmas lights in the town.

It was suggested that a new community group along the lines of the highly successful Wotton in Bloom might work by setting up a public fund of some sort

Jill said that a similar idea was already in operation in Chipping Sodbury and that she would ask some of her contacts there for more information

Action: Jill

If the Town Council were to be approached for some involvement of a financial nature then it would be sensible for it to be asked to set aside some funds in their budget now in anticipation of a future application.

Martin undertook to speak with Sue Bailey about this.

Action: Martin

8. Date of next meeting

The date for the next meeting was set at Monday 12th February, 2018 to meet at 8:00pm in the Swan Hotel.