



Minutes

Monday, 19 February 2018

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, Linda Cohen, Jeff Walshe (later)

Apologies: Jon Turner, Andrew Cope

1. Minutes of the meeting held on 4th December 2017

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

2. Matters arising

All matters arising have either been completed or were discussed as Agenda items

3. Treasurer's report

The Chamber's accounts comprise the following amounts:

Barclays Bank	-	£1181.41
Lloyds Bank	-	£1397.77
<u>PayPal</u>	-	<u>£ 422.84</u>
Total	-	£3002.02

Jill pointed out that it is difficult to assimilate these figures as one needs to be aware of the fact that several regular payments and commitments roll from one year to the next.

In general terms she highlighted the fact that the Chamber is operating at a loss as the prime income of late has been membership fees with few events having been held specifically with the aim of fundraising.

She wasn't regarding this as a major problem but was merely pointing it out to the Committee

4. Current membership

Martin reported that there are 68 current members with 5 possible new ones with which he is communicating.

5. Up and coming events

a) In consideration of the changes in legislation regarding the storage of people's email addresses (EU Directive, deadline 25 May 2018) Martin said that he was collecting information from a number of sources with the aim of making a presentation to the membership about what they need to do in their businesses in order to comply.

Action: Martin

b) With respect to the above item Claire and Linda agreed to assist Martin with the fine honing of the Chamber's Privacy Policy

Action: Claire, Linda, Martin

Post meeting note – Claire and Linda are preparing a briefing document on GDPR (General Data Protection Regulation) for a breakfast meeting to be held on 23rd March at the Swan Hotel which, for £10 a head, will offer general advice to any members who hold any personal data on customers or customers.

c) Janet described an event to take place on Saturday 14 April (Civic Centre, 10:00 – 14:00) in which any local organisation or charity can set up a stall for free with the purpose of advertising itself to the local community and show what is going on in the town..

It was agreed that the Chamber would attend in order to demonstrate its activities and how it supports the town's traders.

Linda agreed to produce a list of 'top tips' from which organisations and businesses could benefit when attempting to market their activities. The list to be branded under the Chamber's banner.

Action: Linda

Post meeting note –Linda has already started pulling together a list of Springtime business boosting tips with contacts which should be finished by the time these minutes are published.

d) Dave pointed out that the Bath Ales is moving to new, improved premises and suggested that a visit might be of interest to members.

e) Renishaw has always been a firm favourite for members and might be worth another tour.

Post meeting suggestion from Trevor:

How about a group visit to Aerospace Bristol and Concorde at Filton?

See the link for details - [Aerospace Bristol](#)

Ideas carried over from the last set of minutes:

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

- 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

More ideas and suggestions please to Trevor and Martin

Action: Committee Members

6. Chamber constitution

Martin tabled the latest draft of the constitution. As there had been a few last minute changes made it was agreed that Committee members would read through it and make any comments asap so that the final version can be taken to the AGM which it is proposed should take place in April or May.

Action: Committee Members

Martin is to speak with Sue Bailey and the Town Council about their membership.

Action: Martin

7. Town litter pick

The first of what will hopefully be a series of irregular litter picks organised by the Lions on Sunday 4th March was discussed.

It was agreed that Linda would help publicise the event via the Chamber's social media pages and that any positive input from the Chamber towards town tidiness would be held over until it is confirmed that the Wotton in Bloom group are to enter 'Britain in Bloom'. It would then be a good reason for getting behind further town clean up campaigns.

Action: Linda

8. Town leaflet

It was agreed that an updated hybrid version of the town leaflet with the green border was called for using a selection of recent pictures and a different map.

Martin undertook to make enquiries as to whether there was an updated and accurate town map which could be used to produce a clearer but pleasing to the eye version as the most recent one was regarded as being visually effective but too cluttered for any practical use by a stranger to the town. He also said he would have a word with Moira Buist about the update.

Action: Martin

Post meeting note – Janet and Linda have already started brainstorming and should have a plan of sorts within a few days. They think it needs to be slightly bigger to allow for a more extensive map and proper detail about all the attractions presented in a more rational way to actually allow visitors to really understand what's on offer and to make sure all age groups can see the range of activities that they could enjoy. They are also considering including a seasonal panel.

9. Christmas street decorations – lights and trees

Martin introduced this topic by explaining that the Chamber has not been insured for the putting up and taking down of Christmas trees in the past. To be fully covered would cost approx.£380.

He estimated that the cost of supplying the town with trees and lights would be of the order of

£6000 and proposed that a sub-committee be set up to handle this topic, re: fundraising, sponsorship, liaison with the Town Council, etc.

After some discussion it was agreed that Martin would seek some sort of match funding scheme with the Town Council.

The suggestion is that there would be no trees for Christmas 2018 but that an appeal and fundraising should take place to provide lights. Should that not be forthcoming by, say, September then the fall-back position would be to have trees as usual using any money raised so far to keep it going provided the Town Council can match it.

Action continuing

10. Refill scheme

Linda outlined the detail of a national scheme in which visitors to a town can have their water bottles refilled with tap water at any premises showing the sign. She proposed that Wotton should become a part of this scheme as it demonstrates a welcome to visitors; especially as it is on the Cotswold Way.

It was accepted as a good idea and Linda offered to get things rolling with some publicity to members.

Post meeting note - Linda has put something on Facebook and also sent some words to Trevor who has circulated them to the members.

11. Opportunities for sponsorship

a) Walking Festival - A group of local walking enthusiasts planned Wotton's first Walking Festival last May. There was a variety of short, medium and longer walks each day, all led by volunteer walk leaders. It was such a success that they are now planning our second festival, to be held 11 - 13 May 2018 and have approached the Chamber for sponsorship.

It was agreed to sponsor the group for £150 as was the case last year. However, before any more requests are considered we need investigate our finances to ascertain to what extent we can support other initiatives.

Action: Jill

b) Royal British Legion – this year sees the centenary of the end of the First World War and in recognition of that event a request has been received from the local British Legion to support the sending of two representatives to a mass gathering in Flanders (one flag bearer and one other to be selected by the Town Council).

As a disproportionately high number of young men went to fight from this locality (728) it was agreed that despite the comments in item a) above £100 should be made available.

Action: Jill

12. Opportunities for publicity, Facebook, etc

Several opportunities have already been discussed in the items above.

Linda issued a plea for any businesses that are planning an event to let her have the details.

Comment was made on how effective the Wotton Noticeboard on Facebook (<https://www.facebook.com/groups/144251512992988/about/>) has been, c/o Theresa Thompson

13. Peter White's investment club

Peter described a kind of investment club aimed at those who might have taken retirement but don't actually want to stop working yet. His idea is to set up some kind of local business by attracting some funding investment as well as some of the ideas, underutilised skills and expertise along with time that those who have retired might have to offer to the financial benefit of all.

Peter informed the Committee that an initial meeting will be held on the 27th of February at 7pm in the function room of the Star pub. He will make an initial presentation of the core idea and then open the discussion to the floor for ideas.

14. Correspondence

There is no correspondence

15. Any other business

a) Janet wished to thank the Chamber for its sponsorship of a page in the Heritage Trust's calendar

b) Dave informed the Committee that as part of the development of his business to include a soft play area for small children he is to organise a First Aid course which he is opening to any interested parties at £40 a place. The date is yet to be fixed.

He said he would supply some details to Trevor who would then publicise them to the membership.

Action: Dave, Trevor

c) In response to a question from Dave, Martin stated that he was expecting some sort of decision on the Symn Lane car park in the near future.

d) The Committee was informed that the old Wotton Building Supplies premises has been bought, some renovation work been carried out and is now being offered for lease at £36000 pa.

On hearing that figure, some on the Committee suspected that this was a simple ruse to put anyone off from taking the property on and thereby obtain a change of use from the planning authorities after the prerequisite amount of time and develop the site for housing.

16. Date of next meeting

The date for the next meeting was set at Monday 23rd April, 2018 to meet at 7:30pm in the Swan Hotel