



Minutes

Friday, 9th August 2019

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

Held at The Swan Hotel, Friday, 9th August, 7:30pm

Present: Martin Tucker (Chair), Trevor Mason (Acting Secretary), Dave Harrison, Jon Turner, Claire Wilkinson

Apologies:, Jeff Walshe, Janet Walshe, Jill Tebb

1. Last meeting

The Minutes of the meeting held on 15th March were accepted as a true record of the proceedings.

2. Matters arising:

a) Fundraising curry night and raffle (Jill)

A curry night has been organised for Thursday 22 August

Action completed

b) Trial 'Meet the Manager' style articles on Facebook (Jill)

Action continuing: Jill

c) Speaker for comment on Brexit at a breakfast event (Martin)

It was decided that there were too many uncertainties for an event such as this at the moment. Martin is still hopeful of getting someone to speak once the picture clarifies.

Action continuing: Martin

d) Discuss some sort of 'Young Enterprise' business award scheme with KLB (Trevor)

KLB has responded quite keenly and Linda has asked to be involved as she is already doing something similar elsewhere. The school has asked for it to be postponed until the new school year when a meeting with the Head Teacher might be held.

Action continuing: Trevor

e) Send a note around the members to determine the level of interest in declaring Wotton to be a 'dementia friendly' town (Trevor)

An invitation was issued to members and although it was a little disappointing that only one business responded it was able to train 16 members of staff to be 'dementia aware'.

Action completed

f) Canvas opinions of some members in membership discount scheme (Martin)

Martin reported a general reluctance from many businesses to offer discounts due to the harsh business environment which currently exists. He undertook to continue investigating.

Action continuing: Martin

g) Redesign and reissue of Chamber membership sticker (Trevor)

Stickers have been printed and distributed around the town and are attracting considerable comment.

Action completed

h) Establish what local builders might be doing already with new house 'Welcome Packs' (Martin and Trevor)

No local builders would appear to be offering 'welcome packs' which include information on the local area with some citing a reluctance to favour any particular areas, organisations or businesses.

The original idea was discussed a while ago and then bolstered by an invitation from the church in Charfield where they were planning on holding a sort of 'open day' for newcomers to the area. However, they have now decided to keep it much more local but if they change their minds then we will respond accordingly.

It was agreed that an example of what is proposed be put together for the next meeting

Action continuing: Martin and Trevor

i) Revisit suggested update of Chamber website (Martin)

Martin reported on communications with Evergreen Computing. It was agreed that our website is now performing satisfactorily following Martin's going through the site's contents, deleting much of the old material and updating most of what was left.

Claire pointed out that we need to revise the privacy statement and that she would provide the necessary wording.

Action: Claire

j) Note to members pushing up and coming Final Friday (Trevor)

This has been done more than once.

Action completed

The suggestion was made that mention of 'Final Friday' be made in the proposed 'Welcome Packs' for the benefit of new businesses moving into the area.

It was proposed to throw future meetings open to any member with the proviso that they be reminded of the contents of the Chamber's Terms of Reference where members can be invited to comment but not be part of the decision making process.

Action: Martin and Trevor

3. Treasurer's Report

The bank account contains £3624.91.

The question was asked as to why we are going to the trouble of holding a fundraising event when that amount is already held. It was agreed that the more money that is held the more opportunities there are to sponsor, support and promote local projects and business initiatives.

4. Up and coming events

a) AGM – Notice of Committee re-elections – In accordance with the Chamber's Terms of Reference (https://www.wotton.biz/FCKfiles/File/CoT_Constitution.pdf) the AGM must be held before Christmas Eve.

Martin reported on some conversations he has had with Chamber members in the town who seem reasonably happy with the way it is functioning at the moment. Special events, such as Guest Speakers, could attract interest but the lack of a regular programme of events did not seem to be an issue.

Martin (President), Trevor (VP and acting Secretary) and Claire all expressed their willingness to stand again.

Jill (Treasurer) and Linda (Publicity) who were absent are invited to stand again and are asked to notify the President if they are not willing to do so.

Action: Jill and Linda

Any other members wishing to stand for election to the Committee are asked to comply with the requirements of Section 7 of the Terms of Reference)

The date and venue for the AGM were agreed (See Section 9. Date of Next Meeting).

5. Opportunities for sponsorship

See Section 2. Matters Arising. Subsection d)

6. Opportunities for publicity, Facebook, etc

It was agreed that any opportunities for publicity should be carefully targeted as and when they arise as opposed to trying to generate them for the sake of doing so.

7. Correspondence

Martin commented that he had received and will follow up a letter from the District Council's Project Communicator of Stroud District Action on Plastic (SDAP) asking about the possibility of working with the town on issues such as reducing the consumption of single-use plastics, etc.

Action: Martin

8. Any other business

a) Update of Shop Local campaign (including proposal of new poster)

Martin described his proposal for a new poster and a jute bag for sale locally. He agreed to develop his ideas and to obtain costs.

Action: Martin

b) Charfield 'Freshers' Fair

See Section 2. Matters Arising. Subsection h)

c) Wotton Times article – 'Is the High Street fit for 2020?'

Martin discussed the article and mentioned some conversations he had held with Simon Hacker, the article's author. Martin explained how he had decided not to answer Simon's request for comment as he felt that the article was quite negative in its outlook.

d) Update on 'High Street Futures Funds' bill

Gloucestershire's 6 bids for the high street fund were all unsuccessful so none for the bids went through to the second round which was very disappointing.

Hopefully further funds will come forward for smaller more local projects and fewer grandiose multi-million pound projects.

e) Proposal to restructure Chamber Committee

In the light of Martin's recent conversations he is happy to remain with the current situation

f) Discussions with 'Traders' Group' about on-street parking

Angus and Martin have met with the 'Traders Group' and described the Chamber's activities. Many of those present had not realised just how extensive those activities are with the outcome that the group has now come under the Chamber's 'umbrella' with seven new members joining in the process.

g) ICO registration

Following some further scrutiny of the Chamber's activities and its communication with the members it is recommended that we registration with the Information Commissioner's Office (ICO).

It was stated that most of the other Chambers of Trade across the country have registered.

The forms for registration will be passed to Jill for sending off along with the fee.

Claire will examine the Chamber's current statement on Data Protection to determine any required alterations. She added that the use of banners, analytics and cookies can complicate the issue considerably.

Action: Claire

9. Date of next meeting

Meeting and AGM – The Swan Hotel, 7pm, Wednesday 16th October

Final Friday – Friday 25th October