

**CRIEFF SUCCEEDS BID COMPANY**  
**Minutes of a Meeting of the Board held on**  
**Tuesday, 3<sup>rd</sup> October 2017**  
**Crieff Hydro, 6.30 p.m.**

**PRESENT: David Agnew (DA); Bob Anderson (BA); Kay Aschaber (KA); Scott Bennet (SB); Graeme Bingham (GB); Rhona Brock, PKC (RB); Ailsa Campbell (AC); Graham Donaldson, Chairman (GD); Jamie Landale (JL); Stephen Leckie (SL); Roz McCall, PKC (RM); Simon Pengelley (SP)**

**ATTENDANCE: Neil Combe, BID Manager (NC); Jean Ann Scott Miller, Minutes Secretary (JASM); Andrew Snowball (AS)**

1. GD extended a warm welcome. Levy invoices for 2017/18 had been issued. He urged all Directors to promote BID wherever possible. He invited introductions – AS was attending in an advisory capacity.

## **2. Previous Minutes**

The Minutes of the Meeting held on Tuesday, 15<sup>th</sup> August 2017 were approved and signed by the Chairman as a true and accurate record

## **3. Matters Arising**

None, other than on the Agenda.

## **4. BID Company**

### **4.1 BID Office and Town Hall**

- Office furniture installed
- Phone line to be installed next week, after which NC will move in
- Broadband installation expected within a fortnight, after which touchscreen will be operational

### **4.2 Levy Payment Update**

- £25,000 collected for current year
- £8/9,000 shortfall in 2016/17
- Some concern that PKC are reluctant to pursue “small” debts on grounds of expense – Operating Agreement requires them to pursue all debts
- PKC have been asked to clarify process/debt threshold
- Suggestion that outstanding amounts from 2015/16 and 2016/17 should be combined to make collection more cost effective

### **4.3 Management Accounts – NOTED**

### **4.4 Sub-Groups**

- Re-naming proposed: **Marketing & Events** and **Finance & Operations**. **AGREED**
- **Marketing & Events:** David Agnew; Bob Anderson; Kay Aschaber; Ailsa Campbell; Jamie Landale; Roz McCall; Andrew Snowball – **Convenor Kay Aschaber**
- **Finance & Operations:** Scott Bennett; Graeme Bingham; Rhona Brock; Willie Frame; Simon Pengelley – **Convenor to be appointed**
- Chairman *ex officio* on both groups
- **Meeting Schedule.** Board meets bi-monthly

on first Tuesday of February/April/June/August/October/December. **Marketing & Events** meets monthly, on second Tuesday. **Finance & Operations** meets monthly on third Tuesday

#### **4.5 Open Meeting and AGM**

- **Open Meeting** date changed to Wednesday, 1<sup>st</sup> November
- Artspace at 7.30 p.m.
- Similar format to 2016
- Brief presentations from Directors on selected topics – contributions invited (SL – others to volunteer)
- Overview from GD/NC
- Q & A
- **AGM** – date tbc

### **5. Business Plan**

#### **5.1 Website**

- New website up and running
- All businesses bar non-payers represented
- Businesses responsible for refreshing/updating entries. Some more active than others
- Platform available for general event posting
- Concern that “Crieff Market” shown on all relevant websites as defunct
- Monitoring crucial – for proposed part-time support staff

#### **5.2 Marketing Plan – VisitScotland Growth Fund**

- Support now publicly announced
- VS in driving seat to promote “Taste Adventure” programme – developing well
- Local videographers/photographers engaged

#### **5.3 Big Event**

- RM promoted recent meeting between GD/NC and Council Leader, Ian Campbell and Councillor Murray Lyle
- GD/NC repeated case for PKC support in underwriting any loss beyond the loss anticipated in Year 1 (already budgeted)
- Formal response from PKC awaited
- Big Event first discussed by Board in July 2016 – immediate decision essential

**Following a detailed and lively discussion, it was AGREED that the proposed event be postponed till March 2019. BID will continue discussions with Allan Associates and the local estate. If PKC offer additional funding in 2018, this should be used to develop a planned programme of events in the Square and an interim “mini Big Event” to take place in the town. Marketing & Events to develop both proposals ASAP.**

**AC left the Meeting at 8.00 p.m.**

#### **5.4 Gift Card**

- Earlier concerns addressed and allayed
- Contract to be signed off
- Scheme will be operational in good time for Christmas sales

#### **5.5 Crieff in Leaf**

- Launching “Hairy Coo” appeal at Square Market on 7<sup>th</sup> October. RB to present BID cheque

**6. 2017/18 Business Plan – NOTED**

**7. Events in James Square – see 5.3 above**

**8. Christmas Planning**

- DA to convene meeting ASAP

**9. AOCB**

**9.1 Board Membership**

- New members to provide personal details for Companies House ASAP

**9.2 Annual Return**

- Finlaysons will submit to Companies House

**9.3 Part-time Assistant**

- Post to be advertised and appointment made ASAP

**10. Date of the Next Meeting – Tuesday, 5<sup>th</sup> December 2017, 6.30. Town Hall**

There being no other competent business, the Meeting ended at 8.20 p.m.

Signed .....

Date .....