

CRIEFF SUCCEEDS BID LIMITED
Minutes of a Meeting of the Board held on
Tuesday, 4th October 2016
Crieff Hydro, 6.30 p.m.

PRESENT: David Agnew (DA); Scott Bennett (SB); Stuart Cassells (SC); Graham Donaldson, Chairman (GD); William Frame (WF); Simon Pengelley (SP)

ATTENDANCE: Alan Rankin (AR); Jean Ann Scott Miller (JASM)

APOLOGIES: Bob Anderson, Ailsa Campbell, Neil Combe, Ann Cowan, Kate Graham, Stephen Leckie, Anne Younger

1. GD extended a general welcome. AR apologised for the computer glitch, which had resulted in the late arrival of Board papers.

2. Previous Minutes

The Minutes of the Meeting held on Tuesday, 13th September 2016 were approved and signed by the Chairman as a true and accurate record.

3. Matters Arising

3.1 Miconex Gift Card. AR reported on further discussions with Colin Munro.

- Some cost reductions negotiated with £10,500 being saved from original proposals
- Total net cost £6,000 after income and costs to BID over a five year period
- Possible sponsorship revenue, but card would not be an income generator
- Aim to keep business local and grow local spend in local businesses
- Potentially two or three businesses would sell the card, but it could be used at all participating businesses
- Possibility of piggy-backing on Perth card – would reduce costs, but might be interpreted as promoting Perth rather than Crieff
- Support from local businesses must be established in advance of a final decision

AGREED: (1) to canvass support at forthcoming levy payers' meeting; (2) presentation to offer alternatives of setting up independent Crieff scheme or joining Perth card; (3) AR to continue discussion with CM

3.2 Monitoring Group. Continued difficulty with PKC - meeting still to be arranged.

3.3 Shop window vinyls. **AGREED** that AR should progress project in former Edinburgh Woollen Mill premises. GD reported contact with the new operator, who might attend the levy payers' meeting to showcase his proposal.

3.4 Town Hall. SB reported

- PKC's internal report, due to be submitted on 11th September, had been delayed. Now to be submitted on 7th October.
- PKC's "best case" scenario – work to start in January 2017, with an anticipated entry date of May 2017
- Listed Building consents might increase delay

- VisitScotland aware of situation, and still keen to work with BID on provision of some kind of visitor information
- Board must decide whether (1) to pursue option to lease TH on the basis of a May 2017 entry; (2) to look for alternative long term premises; (3) to establish temporary premises pending availability of TH

A detailed discussion established

- The premises were generally in reasonable order. Basic requirement for gutter clearance, window repair, insulation not unduly expensive (WF)
- PKC's "essential works" reflected legal requirement for change of tenancy
- PKC had stated that the TH would be sold if the lease could not be agreed
- The Board recognised that this would probably mean yet another increasingly dilapidated eyesore on the High Street
- PKC had stated that they would be prepared to sell to a community body for a notional sum, but in these circumstances would not undertake any work on the building
- Recognition that if BID were to accept this offer, the costs of repair/renewal/maintenance would be crippling
- Costs including insurance, heating/lighting still to be identified
- WF offered support of leading architect in establishing costs/pursuing grant funding

It was finally **AGREED**

- (1) To continue discussion with VisitScotland and PKC for a possible long term solution**
- (2) WF to pursue options on community purchase, costs and funding**
- (3) To identify an alternative High Street office for immediate entry ASAP**

4. BID Company

4.1 **Annual Report.** AR presented the draft document and asked for comments. The final document would be professionally produced and sent to all levy payers in advance of the open meeting. Membership details and an application form would be attached.

4.2 **Budget.** AR presented a detailed draft and revised budget for Year Two reflecting the loss of the £35,000 from PKC. Despite substantial cost-cutting, the bottom line showed a deficit of £5,000 on the year. Cuts had been made across the programme, and costs for the projected "Big Event" had not been included. Following discussion, it was **PROPOSED Simon Pengelley SECONDED William Frame that the Budget be approved.**

4.3 Levy payers' meeting

- Thursday, 3rd November 2016, Strathearn Artspace
- Postal contact with all levy payers – covering letter from Chairman inviting attendance
- Annual Report and membership application form to be distributed
- Questions anticipated on issue of non-payment. SB to investigate legality of "naming and shaming" those who had not paid their levy
- AR confirmed that the board's position of asking PKC to pursue by all legal means non-payers of the levy had again been emphasised to PKC.

4.4 Annual Meeting

- Thursday, 1st December 2016, Strathearn Artspace

4.5 Board Appointments. AGREED to canvass further names in advance of levy payers’ meeting. SB noted that the company articles allowed the Board to appoint new Directors.

5. BID Business Plan – update

The Chairman noted with regret that the sub-groups had not held any meetings during the month. He stressed the absolute necessity for monthly meetings to ensure the smooth delivery of the BID programme. This would be a priority for the new Manager, when appointed. The intention to move the board meetings in 2017 to every second month will allow for a more formalised schedule of sub-group meetings.

6. Date of the Next Meeting. Agreed schedule:

BOARD MEETING in advance of levy payers’ meeting – Tuesday, 25th October 2016

LEVY PAYERS’ MEETING – Thursday, 3rd November 2016

BOARD MEETING in advance of Annual Meeting – Tuesday, 22nd November 2016

ANNUAL MEETING – Thursday, 1st December 2016

BOARD MEETING – Tuesday, 6th December 2016

AR left the Meeting at 8.15 p.m.

7. AOCB

Recruitment of Manager. The Chairman reported that six applications had been received. Two of these had been on the basis of a part-time appointment. The Interviewing Panel had ruled that we were looking for a full-time Manager, based in Crieff, and these applicants had therefore not been interviewed. Of the remaining four, one came from a very experienced applicant, at present based in Canada. While she and her family intended to relocate to Scotland, there was no time scale, and no certainty that she would have the necessary visa qualification. Her application had been dismissed, with regret. All three of the remaining candidates had been invited for interview, to take place on Thursday, 6th October 2016. One had since withdrawn. The remaining two were strong and experienced candidates. They had been asked to give a brief presentation of how they would tackle the problems of Crieff’s regeneration within the BID framework. Anne Younger had provided a scoring template, but was not able to attend. The panel, Bob Anderson, Graham Donaldson, and Simon Pengelley, would make a decision on the day. Jean Ann Scott Miller would be in attendance.

There being no other competent business, the Meeting ended at 8.30 p.m.

Signed

Date