

MINUTES and ACTIONS
Board meeting of Discover Dunblane Ltd
Monday 28th September 2015
5.30 - 7.00 The Riverside Dunblane

Attendees: Pauline Casey (Charisma); Graham Fleming (Bennett's); Richard Noakes (Dunblane High School); Helen Gourley (Toy Hub and Bid Manager); Tom Casey (Bank of Scotland); Tracey Erskine (Erskine Eyecare); Tim Hughes (DDT)

Guest: Sean Huggett (Head Boy DHS); Sophie Reid-Kay (Head Girl DHS); Stirling University Students

Apologies: Jennifer Winning (Marks and Spencer); Wilma Lyon (Beechtree Cafe)

1. Minutes approved by Graham Fleming and seconded by Pauline Casey

2. Actions from meeting of 24th August all completed or on the agenda

3. Decisions required:

- a) Levy non-payment. A current list of businesses whose payments had not yet been processed was provided. Board members were allocated to each business and agreed to contact them directly. **Action:** Tim Hughes, Helen Gourley, Tom Casey, Pauline Casey, Tracey Erskine, Wilma Lyon. Tom Casey agreed to create a letter to outline business statutory requirements which buddies could use to hand out to business owners. **Action:** Tom Casey
- b) Levy final reminder will be issued w/c 5th October.
- c) Cost Reduction – Buddies to remind businesses of the benefit of the cost reduction programme as they visit them. **Action:** All Buddies
- d) Zero Waste Scotland – Graham Fleming and Helen Gourley reported very different experiences of the service received from Zero Waste Scotland. One very positive, one less so. **Action:** Tom Casey agreed to follow up with his SEPA contact to progress.
- e) The next business forum has been agreed as 1st December 2015 at India Gate. Guests to include the Stirling University students where they will give an overview of the work they have done for Discover Dunblane.
- f) Sub Group Structures – all agreed they are working but promoting team would like to second another food/drink provider into the group. Tom Casey suggested contacting The Village Inn or Old Churches House for a volunteer. **Action:** Promoting Group.

4. Decisions required:

- a) Agreement that 30 minutes to be given to discuss Discover Dunblane this Christmas at the next board meeting.
- b) An update was given about the Charrette and DDT AGM which takes place on 3rd October in the Victoria Hall.
- c) Tom gave a brief update on his discussions with Stirling Council which will be ongoing.

- d) Stirling University Partnership Project. The students introduced themselves and explained that they will be working with businesses to answer 3 questions set by Discover Dunblane.
- e) DHS – Education for Life & Work Programme. Richard Noakes explained that they needed support looking for work experience from local businesses. Work Experience week typically takes place w/c 23rd November. Some concerns were expressed about small businesses being able to give students enough experience as well as problems with client confidentiality for certain professions. Richard to review local businesses. [Action Helen Gourley to send Contact Database to Richard Noakes.](#)

5. AOB and date of next meeting

Monday, 19th October September - 5.30pm to 6.30pm in The Riverside, Dunblane
Monday 23rd November 5.30pm – 6.30pm in Dunblane High School
Monday 18th January 5.30pm – 6.30pm in The Riverside, Dunblane
Monday 22nd February 5.30pm – 6.30pm in Dunblane High School