

AGENDA - Virtual Board Meeting

Discover Dunblane BID

Board Meeting: April 2017
Venue: By email



1. VIRTUAL BOARD MEETING

The board meeting in March was unable to take place as the number of board members able to attend was too few and the meeting would not have been quorate. It has been decided to trial holding a “virtual meeting” - simply a board meeting by email with your comments sought on the matters included. The agenda for the meeting has been extended to include the update to the board. It would be appreciated if you could read over and add your comments and any additional items you wish to raise.

2. Minutes from the previous meeting - is the board happy to approve?

3. Finance

Levy update

Only one business has not yet paid their levy invoice from November 2016. Discover Dunblane together and Stirling Council have contacted the businesses in question by email, telephone, letter and in person, and via each of the listed methods on multiple occasions to no avail. Stirling Council sent a final 7-day letter two weeks ago. As with any other outstanding council invoice, sheriff officers will be appointed.

Cash position

The cash position remains healthy and in line with projections. Graham will provide an up-to-date balance and projection to end of year at the June meeting.

5. Update to board - Please provide your comments

Streetscape

Meeting held on 7th March between Stirling Council, Coffey, Terence O’Byrne (DCC), Stuart Riddle (Riverside) and Tom Casey on the latest plan which is not acceptable to the BID, i.e. closing the Town Centre for 5 Sundays in order to complete works. The works included both unfinished work and rework. These closure times were subject to the contractor having dry weather and temperature above 5 degrees. It was made abundantly clear (again) to both Coffey and the Council of the negative impact the works have had on the business community and that a more acceptable plan was needed. A number of different options were tabled by the BID, and these centred around working non core hour hours including late evening and night work. However, due to various constraints and regulation the request was made for only one Sunday closure of the Town Centre and that work should be done in evenings (Mon and Tues) in order to minimise disruption to residents and businesses. Stirling Council agreed to look at these proposals with Coffey.

Network Rail - proposed Bridge work

On going challenges to Stirling Council and Network rail re their plans. Community Council has brought in an expert in transport engineering to challenge the plan. So far we have succeeded in getting the south bound lane of the dual carriageway as a two-way contraflow lane with no traffic light. Current hot topic is the request by network rail to close the entire dual carriageway for periods of up to four weeks to enable preparatory work to be done. They have been told in no uncertain terms that this is not happening and to go away and think again which is what they are now doing now.

Cathedral Square (Streetscape II)

An introductory meeting for key community groups was held in early March to introduce AMEY as the contractor appointed by Stirling Council to undertake a feasibility study project. Tom represented the BID. The businesses near to possible works will be engaged e.g. Old Churches House (TC has spoken with Alex McKie), Tappit Hen, Co-op, Tilly's, Bennets Butchers, RBS, BoS, Barty's, etc ahead of formal consultation meetings. At a further stakeholders meeting held in early April, Graham Fleming was able to share his experiences and ideas with the designer from AMEY and has subsequently been invited to address the public meeting due to be held late April. The Board is very mindful of the lessons learned from the first streetscape exercise and will ensure that the voice of businesses is listened to.

Parking; Deregulation / enforcement and longer term

Stirling Council had provided the end of March as the 'go-live' date, but this was not achieved as we expected. The latest target date is now 3rd May. DCP is actively pursuing implementation of the free one hour at Victoria Hall and dual carriageway. DCP has met with Alastair Brown, Director of Infrastructure at Stirling Council on this and are supported by Provost Mike Robbins and Cllr. Graham Houston. The barriers to Stirling Council officers making a decision are; timescales for enforcement and the admin process surrounding that, Local Elections and concerns around setting precedents. A further meeting is being scheduled with Alastair Brown and the DCP will be supported again by both local Councillors. A meeting has also been scheduled with Michael Hall of Abellio. The purpose of this meeting is to understand the basis /criteria for which Abellio would support investment in Dunblane for the provision of appropriate parking for commuters.

EfLW

The Education for Work and Life report has been distributed to Discover Dunblane, Stirling Council and the parents of DHS pupils. Discover Dunblane had a stand at the Careers event held last month to promote our partnership with the school and make parents aware of our support to the young people of Dunblane. Very positive feedback was received from parents about the role of businesses in supporting the school. Discover Dunblane is in dialogue with Stirling Council re support funding for the next phase and are assured of a small amount which will again contribute to the cost of the additional project management time required to build this programme out further. The next phase of the project is intended to focus on young people leaving school at the end of 4th and 5th year and those. This should help certain businesses to attract school leavers and take them on as apprentices.

Easter Photo Quiz

For the first time to support the traders on the Easter weekend, we pulled together a photo quiz showing clues to the identity of a number of BID businesses. The quiz was open to families and kids in the town to complete. Forms were available to download from the Discover Dunblane website, on social media including Facebook, or in paper form for collection from the Post Office, Toy Hub and other shops who had printed some off. Entries were handed in to Meldrum's. Chocolate eggs were handed out for every single entry (120 eggs were provided courtesy of Booker Wholesale). One winner was chosen on Easter Monday to receive a £20 voucher of the BID business of their choice. The winner was Samantha Quinn, age 12 from Dunblane. Samantha asked for Tesco voucher, this was purchased and sent over. We had over 20 entries and very positive feedback. Suggestion to produce and distribute for the entire two weeks holiday at Easter, this will be considered for next year's activity.

Duck Hunt

This will run again at the end of May. Communications to go out second week in May as normal.

Dunblane by Cycle

Scott continues to support Dunblane by Cycle on a voluntary basis to bring the community group and the BID together supporting the communities active travel plans. A launch event has been planned for Sunday 7 May at the Braeport Centre; a free family event for the town.

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Discover Dunblane Road Race

Tom remains actively engaged with the race team. Discover Dunblane branding will feature heavily on the runners' bibs. A meeting was held with food and drink businesses to discuss the opportunity available. All food and drink businesses were invited to attend. The five businesses who attended (Riverside, Monterey Jack's, Beech Tree cafe, Tilly Tearoom and Choices) all agreed to provide a drink to runners on presentation of their runners number. Scott is looking at the cost of printed takeaway cups to limit the cost to the businesses for supporting the event in this way.

Branding and Partnering with Stirling Council

We continue to liaise with Stirling Council to explore the opportunities around joint branding. Discussion are taking place looking at lamppost signage and roadside entry signage. Macquires the council's appointed branding agency are currently producing mock-ups for the design.

Social Media

Discover Dunblane continues to grow on social media and remains a popular page for those searching for Dunblane, the town's businesses and community information. We have added c. 1000 new followers in month of March alone. There is however a lack of activity on most BID businesses own Facebook pages which means the same pages still appear to be being shared more than others which is only true as no other content is available.

Business Forum

The last meeting was very poorly attended. The Board has agreed to go out to businesses to determine again the what, how, when, where we should be communicating and engaging with each other.

DDT

Discover Dunblane has committed to supporting the DDT to the extent of £500 for the provision of shrubs and plants for the new planters on the bridge.

Premises Improvement Scheme

Applications continue to be received, the most recent from Beechtree Dental Care, which continues the trend of new businesses taking advantage of the scheme.

Vacant Premises (actual and likely)

Tom asked the board to consider what action needed to be taken to ensure occupancy of existing vacant premises and for those premises known or expected to be vacant this year. It is understood that Archies, Hunter and Hydro Electric shops have now been acquired. TC has a meeting arranged with the new owner of the Hydro Electric shop to understand plans for the premises and to offer support in order to influence an appropriate tenant for the shop. With regard to Archies it is understood that this has been purchased by an existing BID business. This topic will be a key feature at the next board meeting.

7. Date of next meeting

Monday 8 May 2017, 17:30 in the Riverside, Dunblane

8. AOB

TC has asked that at the next Board meeting the Board come prepared to review our priorities particularly given events such as Network Rail, Streetscape, Vacant Premises.