

Minutes of Meeting

Meeting Type:	BID Board		
Facilitator:	Tom Casey	Location:	Riverside, Dunblane
Date:	07 December 2017	Time:	5:30 PM
In Attendance:	Tom Casey, Chair, Chrisma (TC), Graham Fleming, Treasurer, Bennett's Butchers (GF), Cllr Graham Houston (GH), Richard Noakes, Dunblane High School (RN), Keir Stevenson, Stirling Council (KS), Scott Walker, Choices (SW), Chris Duncan, Intelligent Displays (CD), Tracey Erskine, Erskine Eyecare (TE). Also present: Scott Abercrombie, BID Project Manager (SA)		
Apologies:	None		

Agenda Items		Presenter(s)	Time
1	Welcome, introductions and apologies	TC	
2	Approval of minutes from previous meeting	TC	5
3	Update from chair and project manager	GF	5
4	Key questions – round table discussion	TC	15
5	Priorities for 2018	SA	15
6	AOB		10
7	Date of next meeting: - Tuesday 9 January 2018, 5.30pm, Riverside (downstairs)		
8	Close		

Decisions

- 1 Minutes proposed by GF seconded by TC
- 2 TC will step down as chair of the BID at the end of February 2018
- 3 SA will step down as project manager at the end of February 2018
- 4 Priorities discussion to be carried over to January meeting

New Action Items

		Responsible	Due Date
1	"Priorities for 2018" survey to be sent to all BID members	SA	23/12/2017
2	AP01 form to be completed for Companies House	SW, CD & TE	05/01/2017

Other Notes & Information

Item 1. Welcome

TC welcomed Scott Walker and Chris Duncan to the board

Item 3. Update from chair and project manager

TC notified the board that it was his intention to step down as chair of Discover Dunblane at the end of February 2018.

SA intimated his decision to resign as Discover Dunblane project manager at the end of February. This was confirmed in writing after the meeting.

Items 4. Key questions

Promoting

1. What do you think should happen to the #ThinkLocal #ThinkDunblane campaign?
2. Should Discover Dunblane lead the town's participation in the "Explore Stirling" tourist guide?
3. Should Discover Dunblane look at organising an end of summer event as suggested by a local business and BID member?
4. Should the BID look to promote through the heritage of the town?
5. In 2018, should the BID look to dedicate more time and resources to the Discover Dunblane website?

Enhancing

1. Should the BID continue to support efforts to increase the amount of available parking in the town centre for shoppers and businesses?
2. Do you think the BID continue to offer Premises Improvement Scheme grants of up to £500 to BID members (50% match funded by the business applying)?
3. In 2018, should the BID look to support the the efforts to tackle derelict building

Supporting

1. Should the BID continue to deliver and grow the Education and Employment partnership?
2. Should the BID continue to support the Dementia Friendly Dunblane partnership?
3. In 2018, should the BID continue to support and grow the partnership with the Dunblane Development Trust?

Item 5. Priorities for 2018

A discussion took place looking at the priorities for the next year, 2018. Challenges and opportunities were considered. Suggestions put forward include: -

- Reduce amount of time spent by project manager on face-to-face contact with BID members
- Increase project manager hours to three days
- Stop/reduce the Premises Improvement Scheme grant
- Spend more on online marketing via social media (not website)
- Do not spend on visitor marketing via Explore Guide & VisitScotland activities
- Concentrate on parking issues

No final decisions were made. The board agreed to carry on the discussion in the New Year once feedback on the key questions had been received from BID members.