

**Town Centre Partnership
Meeting 18 February 2011**

MINUTES

Present	Liz Chandler (LC)	Natures Corner (Chair)
	Peter Atkinson (PA)	Chamber of Commerce
	Mag Williams (MWS)	Kennet Centre Manager
	Malcolm Bull (MB)	MD Rivar Property
	Brian Burgess (BB)	Newbury Retail Association
	Patrick Griffin (PG)	Chamber of Commerce Property Group
	Jeremy Holden-Bell (JHB)	Newbury Society
	Jonathan Hopson (JJH)	Camp Hopson
	James Allen (JA)	Hoggit & Hoof
	Maurice Elliott (ME)	TCP Treasurer
	Pamela Bale (PB)	West Berks Council
	John Hampson (DJH)	Newbury Weekly News
	David Blake (DB)	Newbury Sound
	Anthony Cox (AC)	The Vineyard Group
	Ruth Cadiot (RC)	Corn Exchange
Martha Vickers (MV)	Newbury Town Council	

In Attendance

Jeff Beck (JB)	WBC Member
Graham Hunt (GH)	NTC (CEO)
Andy Day (AD)	West Berks Council
David Appleton (DA)	West Berks Council
Chris Rice (CR)	Camp Hopson Facilities & Security Manager
Mike Nisbet (MN)	S.L.I.

Apologies

Norman Fryer-Saxby , Steve Brind , Nicola Butler, Nick Carter, Julian Swift-Hook, Jayne Mills, Caroline Paus, Peter Bartlett, Ifor Sheldon, Keith Ulyatt, Linda Thomas, Dave Milsom.

Minutes of last meeting

The draft minutes of the meeting held on 21 January 2011 were accepted as a true and correct record.

Matters Arising

PA asked about the transfer of funds to the BID. PG explained that most of the Greenham Trust support was not in cash. Discussions with the Trust and the Corn Exchange are ongoing and a fuller report will be given as soon as possible.

DJH reported that 16k copies of the Newbury Advertiser are being home delivered and the number of pick up points has been increased.

CIC Report MB reported that the CIC Board met on 4 February 2011. A CIC Bank Account is being opened which will be used for expenditure associated with the BID. The Accounts for the year ending 31 July 2010 were approved. The following organisations were approved as members of the CIC

- Newbury Sound
- Ramada Newbury Elcot Park Hotel
- Newbury College
- Camp Hopson & Co
- Newbury Society
- Newbury Charter Market
- Newbury Racecourse
- Thames Valley Chamber of Commerce
- Donnington Valley Hotel & Spa.

ME will contact other organisations eligible for membership and individuals or organisations contributing a minimum of £50 can apply for membership of the CIC. There is no limit on the number of members from within business sectors and all may attend and vote at TCP Steering Committee meetings. The Board recommended that the TCP continues to support Vision 2025 and encourages the council and other parties involved to expand its geographical sphere of influence.

Parkway MN reported that Parkway Bridge will be closed from 7 March until the new traffic management scheme is in place to enable roadwork in Parkway to be carried out. Access to Camp Hopson car park and service areas will be maintained. There will be extra signage and a temporary increase in the number of traffic marshals. There will be a public open day on 6 March together with some school trips. The marketing office for the residential units will be opening on 26 March. A Centre Manager will be appointed shortly who will attend TCP meetings. Part of the brief is to integrate Parkway into Newbury. Integration of East St and Northbrook St is dependant on the amount of work required to the listed buildings close to the intersection.

The TCP congratulated Costain and West Berks highways department on progressing the development with so little disruption.

Events & Communication

An Events Update and the minutes of the meeting of the Communications Sub Committee held on 3 February 2011 are attached.

RC reported that there are logistical and cost problems if the Newbury Coat event is held in Victoria Park. It will therefore now take place in the Corn Exchange and Market Place. MW asked whether the effect of events was measured. PA confirmed that some statistics have been collected. JJH explained

that the main benefit was encouraging people to visit Newbury and increasing the town's profile. DA said that the new traffic arrangements will facilitate the organisation of large events. RC confirmed positive feedback. DJH proposed that a calendar showing events for retailers to display be considered.

Finance & Strategy

The financial reports were circulated.

BID Group

PG reported that the services of a BID Consultant have been obtained. Martin Wright (MW) has experience with Marks & Spencer and in Town Centre Management and setting up BIDS. An advertisement for a BID Development Manager has been placed with interviews to take place early in March. A Stakeholders meeting will be held at 6.00pm on 3 March at Donnington Valley. Would any one wishing to attend advise LC. Suggestions of anyone else who should be invited are welcome. It was agreed that West Berks and Newbury Town councils should be represented in their capacity of rate levy payers. The group felt that it should be chaired by a BID champion and rate levy payer. LC agreed to accept this role and temporarily relinquish the TCP chair. PA agreed to take over as TCP chair and this was agreed unanimously. DJH suggested that a letter to the NWN would be useful in clarifying the future of the TCP. MB emphasised the importance of involving SLI with the BID. MN said that SLI support the concept. The Centre Manager has previous experience of BIDS and will be involved. MW will be asked to produce a Q&A sheet for SLI. LC will attend the next NRA meeting on 8 March with MW if he is available. Information relating to BIDS will be provided prior to the meeting. It is felt that small meetings are more effective than large events. The presentation given by JJH to the Chamber of Commerce had been successful. A timeline has been drawn up which will be circulated after the 3 March. The timescale is very tight if the target of April 2012 is to be met.

Police Report

DM reported that a 17 year old has been charged with a number of burglaries and assaulting an officer. He is on bail prior to sentencing. Night time patrols in plain clothes are continuing. Shoplifting and assaults are showing an increase. One licensed premises is being taken to review for selling alcohol to underage persons.

Vision 2025

A meeting has been arranged later in February.

Accessibility/Parking/Transport

A meeting will be held in February

Safety and Security

CR reported on the shopsafe meeting. Members will take over some of the roles previously undertaken by Sharon Briggs. The group will be reconstituted at the next meeting in March.

Newbury T.C.

GH reported that improvements to the Skatepark and Playground in Victoria Park will commence on 21 February and into March. There will be a period with no play equipment. It is not possible to proceed with the Victoria Park HLF Bid until the outcome of the Hydrogeological Survey is known. The next deadline is August. There was a successful Valentine's promotion at the market on 12 February. Newbury TC will support the BID in any way it can.

West Berkshire Report

AD provided a CCTV update which is attached. The provision of CCTV is not a statutory service and some local authorities are reducing or suspending the service. PA mentioned the reported reduction in the vision budget. PB confirmed that the conference and capital budgets had been reduced but there should be little impact on the undelivered elements of the vision. GH expressed disappointment that inaccurate information had been divulged following the last meeting. LC reminded everyone that all discussions are confidential until the minutes have been approved. BB pointed out that care must be exercised when replying to or forwarding e-mails.

Newbury Retail Association

BB said that some retailers are reporting very weak trading. JJH confirmed that early February has been difficult. As reflected in the John Lewis trading figures. MWS said the experience of traders in the Kennet Centre had been mixed.

AOB

BB hoped that the Market Place café culture would materialise this summer and remarked on the state of the Berkshire Tavern.

Next Meeting

18 March at Newbury Town Council

Proposed Dates for future meetings (all Fridays 9.30-11.30am)

15 April 11

20 May 11

17 June 11

15 July 11

19 August 11

16 September 11

21 October 11

18 November 11