

**Town Centre Partnership
Meeting 20 May 2011**

MINUTES

Present	Peter Atkinson (PA)	Chamber of Commerce (Chair)
	Liz Chandler (LC)	Natures Corner
	Mag Williams (MW)	Kennet Centre Manager
	Malcolm Bull (MB)	MD Rivar Property
	Brian Burgess (BB)	Newbury Retail Association
	Jeremy Holden-Bell (JHB)	Newbury Society
	Jonathan Hopson (JJH)	Camp Hopson
	Andrew Hooper (AH)	Newbury College
	Maurice Elliott (ME)	TCP Treasurer
	Pamela Bale (PB)	West Berks Council
	John Hampson (DJH)	Newbury Weekly News
	John Barham (JB)	Charter Market
	Katy Griffiths (KG)	Corn Exchange
	Julian Swift- Hook (JSH)	Newbury Town Council
	Dave Milsom (DM)	Thames Valley Police
Caroline Paus (CP)	Events Manager	

In Attendance

Jeff Beck (JB)	WBC Member
David Appleton (DA)	West Berks Council
Keith Ulyatt (KU)	West Berks Council
Nick Carter (NC)	West Berks Council
Mark Cole (MC)	West Berks Council
Chris Rice (CR)	Camp Hopson .
Graham Hunt (GH)	Newbury Town Council

Apologies

David Blake, Steve Brind, Patrick Griffin, Mike Nisbet, Russell Downing, Nicola Butler.

Minutes of last meeting

The draft minutes of the meeting held on 15 April 2011 were accepted as a true and correct record subject to the addition of a comment regarding a contingency plan for the BID timetable

Matters Arising

The majority of matters arising are covered under the agenda. The Christmas lights will be discussed by Newbury Town Council on 6 June. The issue of contractors' parking has been passed to Costain.

Parkway

KU presented an update. JJH reported that Johnsons Shoes have taken a unit. The Parkwaynewbury website includes a tenants map and over 75% of the units have been let. NC advised that signing John Lewis had prompted interest from other retailers. There has been interest in the residential units but few sales as yet. MC confirmed that the necessary highway works are proceeding.

Events & Communication

CP confirmed that Feelgood Fortnight had been a great success and funding is likely to be available for next year. About 7000 people attended the various events. Crafty Craft raised £6000. BB said that there had been some problems with parking. It was suggested that in future the organisers liaise with W.Berks. CP circulated details of the Sealed Knot event on 21, 22, 28, 29, 30 May. KG advised that the next outdoor event will be on 6 July. It will be an evening event starting at about 9.45 pm.

Finance & Strategy

The financial reports were circulated. BB observed that national retailers no longer contribute. LC advised that a campaign is being undertaken to try to obtain voluntary contributions in support of the BID. MB confirmed that Greenham Common will provide a further £5k for smaller scale Town Centre events.

BID Group

LC presented the report. Russell Downing will attend every other TCP Meeting. West Berks have confirmed that it is not critical to complete the BID ballot before the standard rate bills are sent out. The cost of a separate billing is not excessive and will be covered by West Berks. The BID has been registered with the British BID Board. The database of ratepayers has been constructed. The initial proposal is to exempt all those with a rateable value of under £10k and apply a 50% discount to charities. This will produce about £210k excluding voluntary contributions and contributions from Parkway and the Kennet Centre. Consultations are ongoing with the shopping centres to agree the basis of their contributions. The website should be launched next week. This will include a facility for users to add comments. RD has consulted about 35 businesses. Responses have been mixed but are mostly supportive. Issues being raised

include car parking, signage, marketing, empty shops, maintaining the feel of a market town, chuggers, lack of facilities around Broadway, Christmas lights, recycling trade waste. Security and cleanliness were not seen as a problem. PA asked about the composition of the BID Steering Group. LC advised that the members are currently herself as chair, Patrick Griffin, Jonathan Hopson, Malcolm Bull, Richard Liddiard, Russell Downing and Caroline Paus with Maurice Elliott as secretary. The scope of the group could be widened with 3 or 4 more members. MB emphasised that membership of the group involved a significant time commitment. JSH and JB felt that it is important to clarify the governance of the group.

The Chamber of Commerce meeting was cancelled due to a lack of numbers. A further stakeholders' meeting is to be arranged. A retailers' meeting is planned for 14 June at the college. JJH suggested that the invitation be extended to other sectors to ensure a good attendance. This may have to be rescheduled as it coincides with NRA and Kennet Centre tenants meetings.

PB confirmed that West Berks are working on the baseline agreement and are required to organise the ballot.

The BID area is being considered and the southern boundary may be drawn at Craven Road. JSH felt that retailers should not be excluded. The rationale behind the proposal is that these businesses are generally not in favour and will derive less benefit than those nearer the centre of the town. NC expects there to be a shift to the north. BB listed a number of properties in the area being converted from commercial to residential use. JJH pointed out that the BID should be seen as an investment rather than a cost. Some BIDS have become cost neutral through the implementation of bulk buying of goods and services.

Communications

DJH expressed concern that the BID consultations have suggested a lack of understanding of the roles of the TCP and the Councils which needs to be addressed. 1500 copies of the Town Centre Update have been distributed and have been well received particularly by the national retailers. KU confirmed that the next issue will be produced around October. This is designed for businesses. A separate update will be prepared for the public. BB said that he had placed the update on the website where it is receiving 4/500 downloads a week. A BID leaflet has also been produced. On the matter of car parking DJH asked West Berks to provide a factual statement and JJH suggested that this include occupancy rates. NC will provide this for inclusion in the Town Centre Update. Private parking facilities will also be identified.

Traffic

MC advised that the process to obtain the necessary traffic orders has been completed with no objections. The Wharf taxi rank will be reviewed after consultation with the taxi drivers. Tenders for the variable traffic signs have been received and the contract will be placed soon. Fixed signs will give directions to all car parks. Work is under way to widen the approach to Parkway Bridge and provide bus shelters in Parkway, also to improve the London Road roundabout. Information regarding the changes needs to be communicated to the

public and timing is critical. DJH suggested a campaign similar to that for Christmas parking. DA reported that SLI are preparing a discussion paper relating to signage within Parkway. This will be considered by the Visit Newbury group. It may be that a series of maps will be needed. KG suggested that changes to sat navs and google would be helpful. JSH recommended an approach to the mapping companies. PB said this had been tried in the past with limited success.

Police Report

DM reported that crime is sporadic with no particular pattern. Areas of concern are thefts of lead, bicycle thefts and diesel thefts. About 8500 tickets have been sold for Party in the Paddock and appropriate policing will be organised. Meetings have been held with representatives from the night time economy to remind them of their obligations. DJH asked that the police provide a contribution for the next newsletter.

Vision 2025

Has not met since the last TCP meeting. JHB said that planning applications have been submitted re, the long empty, 48 Cheap St and Kings Road West. The scaffolding around the Hatchet has been removed.

Accessibility/Parking/Transport

The meeting on 13 May was cancelled. Meetings have been scheduled for 9 September and 11 November.

Safety and Security

A meeting will be held on 29 June

Newbury T.C.

The skatepark and playground renewal in Victoria Park is progressing well. Some of the facilities may be available for use prior to the official opening. An update on the hydro geological survey of Victoria Park has been given to the NWN. Discussions with legal advisers are ongoing. A French Continental Market was held on 6/7 May. The Town Council will be vigorously defending their title in the carnival procession. The annual town meeting was held on 4 April. The main topic of concern is the future of Victoria Park. Mayor making took place on 15 May.

West Berkshire Report

DA explained that organisations wishing to provide tables and chairs in the Market Place require planning permission which is permanent and a highways licence which must be renewed annually. He is obtaining a list of those who have applied to renew the highways licence enabling them to trade. Newbury submitted a bid for an overnight stop and lunchtime stop on the Olympic Torch relay. Only the overnight stops have been announced so far and Newbury was not among those chosen.

Newbury Retail Association

BB reported that the last NRA meeting had been poorly attended. The constitution is being rewritten. There are concerns as to how the BID money will be utilised. Two more shop closures are expected.

AOB

None

Next Meeting

17 June at West Berks

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

15 July 11

19 August 11

16 September 11

21 October 11

18 November 11