

**Town Centre Partnership
Meeting 17 June 2011**

MINUTES

Present	Peter Atkinson (PA)	Chamber of Commerce (Chair)
	Mag Williams (MW)	Kennet Centre Manager
	Russell Downing (RD)	BID Development Manager
	Brian Burgess (BB)	Newbury Retail Association
	Jeremy Holden-Bell (JHB)	Newbury Society
	Jonathan Hopson (JJH)	Camp Hopson
	David Blake (DB)	Newbury Sound
	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
	Steve Brind (SB)	Charter Market
	Neil Carter (NC)	Parkway
Patrick Griffin (PG)	Sutton Griffin	

In Attendance

Chris Rice (CR)	Camp Hopson .
Graham Hunt (GH)	Newbury Town Council

Apologies

Andrew Hooper, Jeff Beck, Linda Thomas, Anthony Cox, Nicola Butler, Keith Ulyatt, Caroline Paus, Liz Chandler, Malcolm Bull, David Allen, Julian Swift-Hook

Minutes of last meeting

The draft minutes of the meeting held on 20 May 2011 were accepted as a true and correct record subject to the following amendments
4/500 downloads a week (page 3 Communication)
The approach to Parkway Bridge (page 3 Traffic)
48 Cheap St has been unoccupied for a long time (page 4 Vision 2025)

Matters arising

All matters arising are covered under the agenda.

Parkway

NC presented an update. Opening weekend set for 27 October onwards. Some potential tenants are also looking at premises in the town. The tower cranes will be removed on 24 June and the Northbrook St scaffold in early July. There has been some interest in the retail kiosks and flats. The opening event will be linked to the rest of the town.

Events & Communication

An update will be circulated. The Sealed Knot events were very successful.

Forthcoming events include:

25/26 June Newbury Coat re-enactment

25/26 June Armed Forces Day parade

4 July Comedy Festival

10 July Carnival

16 July Sarruga Les Insects

31 August Animal magic

9 September Boules tournament

Finance & Strategy

The financial reports were circulated. PG reported that finances are slightly behind budget as business contributions are lower than expected. It is hoped that sponsorship can be obtained particularly for Christmas events. Organisations are being approached for donations towards the costs of the BID. £500 has been offered by a private school. West Berks will withdraw funding after this year.

BID Group

RD reported that the Steering Group now consists of:

Liz Chandler	Natures Corner
Malcolm Bull	Rivar
Richard Liddiard	Carter Jonas
Jonathan Hopson	Camp Hopson
Patrick Griffin	Sutton Griffin
Linda Thomas	Lloyds TSB
Neil Carter	Parkway
John Hampson	Newbury Weekly News
Russell Downing	BID Development Manager
Paul Redman	Kitchenmonger
Wendy Seddon	Schoolwear Uniform Shop
Garry Poulson	Volunteer Centre West Berkshire
Maurice Elliott	Treasurer

Representatives from a national retailer and the night time economy will be recruited. Baseline agreements have been received from the councils. These will be reviewed by the Steering Group and compared with those in place elsewhere. About 70 consultations have been completed. Businesses' priorities are unchanged. 26 people attended the seminar on 15 June and feedback was positive. RD and CP are developing a strategy for dealing with offices and national retailers. Discussions are ongoing with organisations who claim to be able to obtain savings on utilities and trade waste. A case study will be

undertaken to quantify these. There may also be scope to undertake collective advertising and rate reviews. This could make the BID cost neutral. RD has a meeting with a different company to complete the website A voting system for projects will be incorporated. RD emphasised that a consistent communication strategy is essential as inaccurate information has been published. JJH suggested that RD is the only contact with the media. DJH confirmed that from July there will be a Q&A section in the Business News and a section in Out and About. A banner has been made for use in Bartholomew St when the site is available. The banner site has been reserved during Jan, Feb, Mar 2012. DJH and PG suggested presentations to various groups and local politicians.

Communications

DJH emphasised the importance of giving a positive message to the media. Events could include a BID presence A further newsletter will be produced in September.

Police Report

No report was available. GH said that there is a Safety and Security Meeting on 20 July. Agenda items are invited.

Vision 2025

JHB commented on the refusal of the planning application for the Travis Perkins site. He queried whether the designated employment areas are still appropriate. GH said that there is a consultation on the relaxation of planning laws to allow the conversion of industrial sites and empty offices to residential. PB will discuss this with Nick Carter.

Newbury T.C.

GH circulated an update on the Christmas lights. Sponsorship is becoming more difficult to obtain. DJH asked if sponsorship options could be published so potential sponsors can assess the benefits. RD is hopeful that sponsorship can be obtained for a Christmas tree at the north end of town. MW said that Kennet Centre may wish to be included in future provision of Christmas lights. Parts of the playground are open and the skatepark next week. The official opening is 3 July. Some pathways in Victoria Park will be repaired and Costain have installed a temporary path. The Royal Engineers' Band will be performing on 30 June. The French Market scheduled for October has been cancelled. It will return in May 2012. It has been decided that the coloured lights on the Clockhouse will be reserved for special occasions.

West Berkshire Report

PB reported that the flag raising ceremony will be held on 20 June. New bus shelters and signage has been ordered. A list of organisations with permission to put tables and chairs in the Market Place was circulated

Newbury Retail Association

BB reported that traders particularly in Bartholomew St are finding trading conditions difficult. PA asked if a footfall survey had been carried out in May. PB will check. NC pointed out that footfall is only one element in sales. JB confirmed a low correlation between footfall and sales. NC confirmed that Parkway will raise Newbury about 60 places in the league table of retail destinations taking it into the top 75. There will be a system in Parkway to measure footfall. JJH said that about 200,000 people had visited Wakefield over the weekend the shopping centre opened.

AOB

None

Next Meeting

15 July at Newbury College

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

19 August 11

16 September 11

21 October 11

18 November 11