

Newport Town Team

Notes of the Business Meeting held on Tuesday 1st March 2016

Present: Nigel West (Chairman & Fiveways Insurance), Karen Woodcock (Vice Chairman & All About Newport), Margaret Woodcock (Director & Newport League of Friends), Pam Edwards (Waitrose), Cllr Ian Perry (NTC Rep & Ian Perry Stamps), Fiona Tansley (Appleby & Shaw), Charmaine Briscoe (Bellmans Yard Garage), David Parker (Advisor), Hirmani Herath (guest), and Mike Atherton (Town Team Manager),

1. Apologies: Maria Sindhu (NTT Director & Daisy Chain), Mark Freeman (Henshalls Insurance Services), Jude Paton (Hey Jude), Sue Tranter (Newport Cookshop), Hannah Tranter (Newport Cookshop), Ellen Windsor-Crewe (Duignan & Phelps), Peter & Sandra Roberts (The Orchard), Katie Foster (Advisor), and Fiona Ward.

2. Priorities 2016/17

Main priorities for 2016/17 confirmed as follows:

- ✓ Successful delivery of the PiYHSt. Programmes
- ✓ Providing clearer information about 'Member' benefits
- ✓ Increasing membership & engagement

3. Information Exchange:

- **St George's Day Parade:** nothing further to report from information provided at the last meeting;
- **Newport Carnival:** availability of too few Marshalls to man key road junctions remains an issue. Otherwise nothing further to report from information provided at the last meeting;
- **HM Queen 90th Birthday Celebrations:** "Clean for the Queen initiative" noted. Actions & approach as agreed at the last meeting; Otherwise nothing further to report from information provided at the last meeting;
- **Newport Market Company:** agreed to support a collective lobby with NTC / NRP / Chamber to encourage the Market company board to be more proactive in maintaining and commercialising the Market Hall building. Recognised need to better understand trader requirements. **Agreed:** to invite Fiona Ward to the next town team meeting on 5th April.

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3. Pride in Your High Streets Funding

MA provided a brief update on director proposals to adopt thematic leads for various aspects of programme delivery and organisational proposals to ensure successful delivery of each element.

All members present were encouraged to give thought to how the funding might be best used within the allocated project categories. Members welcomed Nirmani Herath, a guest with an interest in 'food', followed by a discussion covering various opportunities to better promote Newport's food & drink offer – including competitions, signature dishes, food & drink events, etc.

Action: need to establish a 'food & drink' sub-group to develop ideas & proposals (MA)

MA/ MW informed those present that they would be attending meetings with T&WC on Friday 4th March to sort out minor issues prior to release of the funding agreements. It is anticipated that the funding agreements will be in place by the next business meeting.

Discussion continued regarding resources required to deliver the whole programme especially that set out in the 'Revitalise' (economy / jobs) programme. It was noted that the benefits accruing from these initiatives will be enjoyed by residents, shoppers / visitors and traders / businesses. Therefore, the burden of implementation should not fall exclusively to traders.

Accordingly, it was agreed to approach the town council with a grant funding bid to support provision of an additional part-time resource to assist the town team manager with delivery.

Action: the town team manager to sort out details per suggestions raised at the meeting and to make the grant funding bid to NTC at the earliest opportunity.

4. Membership Renewals

Membership renewals to be initiated during March 2016 with all traders / businesses to be encouraged to pay by standing order so as to minimise work in future years.

5. Finances & Administration

Finances were as presented to the AGM which had preceded this business meeting.

6. Dates of Future Meeting:

5th April 2016 - The Phez
3rd May 2016 - The Phez
7th June 2016 - The Phez
5th July 2016 - The Phez (tbc)
August 2016 – No Meeting
6th September 2016 - The Phez (tbc)