

Northallerton BID

Minutes of 10th Interim Board meeting: 22 March 2017

1. **Present:** Lindsay Judd (Chair), Gemma Manders, Julie Hutson, Cllr Peter Wilkinson, Mick Jewitt, Charles Barker, Scarlett Crow, Allanda Crow, George Crow, Simon Bailes, Marcus Grover, Mark Haynes (Advisor)
2. **Apologies:** Tina Watson, Nicky Burton
3. **Prison site Redevelopment** – Mick Jewitt provided an over view of the proposal for the site.
 - A background of the rationale for purchase and the competitive dialogue process to secure private sector partner was given.
 - Comprehensive, mixed use scheme proposed. Themes of retail and the night time economy dominate.
 - Details not finalised until pre-let agreements are gained with key tenants.
 - Confident over viability but still potentially subject to change.
 - Discussed the various components of the preferred scheme and a variant bid which is not favoured but a back-up position.
 - Demolition concluded by early June, including walls, which will be followed by archaeological investigations.
 - Start-up meeting with Wykeland, the selected developer, today as now out of standstill period – both parties keen to progress.
 - New company to be established Cllr Wilkinson and HDC Chief Exec to be on the board.
 - Will be continued community engagement through the planning process.
 - Wykeland will work up planning application – expected to submit in November.
 - Planning approval around February 2018.
 - Expect development to be complete within 3 years.
 - Connections improvements discussed, principally focused on Zetland St, Central Arcade and New Row. HDC happy to work with the BID on further improvements. Final version of the report undertaken will be shared. **(Action: MH)**
 - Some observations made about centre of gravity of the town being drawn toward the development and this needs to be considered. Concerns about vacancies to north and south ends of town.
 - Parking regime – needs to more convenient and more weighted to longer stay. Council is currently looking at its car parking offer and if it can be made better for users (safer, more attractive, flexible payment methods etc.) Report to Cabinet expected in June, HDC will commit to looking at balance of long and short stay and what would be best benefit to the town.
 - BID also keen to look at the information on parking usage.
4. **Minutes of last meeting** – one amendment required as below otherwise accepted as a true record.
 - 6 iii - list of businesses amend to list of levied businesses
5. **Actions Arising:** taken with agenda items.
6. **Bid Manager & BID 100-day Plan**
 - 16 applicants received to date, closing date 24 March 2017, shortlisting on Friday and interviewing on 4th April.

7. Progress on establishing BID Company

- i. **ID checks at 16/3/17 meeting** – most done, a few outstanding that need to take ID to Newtons for validation.
- ii. **Mem and Arts** – some concerns from Jacksons on the modifications suggested – to be redrafted and circulated with notes of explanation.

Action: SB

- iii. **List of Levied Businesses** – this will be finalised as the levies bills are generated, it will form the base list of members of the BID.
- iv. **VAT Status** – RSM have reviewed position and have suggested that this be taking to their lawyers. Advice will cost of the order of £1,500 - £2,000. Board agreed to the expenditure to get impartial advice but tasked Simon to take this forward but negotiate on the price.

Action: SB

- v. **Bank account** – in progress, HSBC need to provide confirmation on a free banking offer.
- vi. **FSB update** – discussion on going with FSB and NECC.

8. Interim Board Composition

- i. Simon has had a conversation with Kirsty Marks & Spencer membership – Kirsty keen to join the board.
- ii. Paul Beswick has difficulties with staffing at present so is finding attendance difficult. Will continue to be used as a liason point. Will suggest Carl (Carls Fruit & Veg) as a named substitute to share the board duty.

9. Feedback from meeting of 16 March

- More emails have been collected and it was good to nationals, including M&S attending the meeting.
- Direct debit form – suggested make the form downloadable from the website – MH to send to Simon to in

10. Progress on work groups:

- i. **Marketing** – need to set a date to hear presentations from the people asked for proposals, ideally set this to include the BID Manager

Action: SB, Bridget Charlton

- ii. **Safe and Secure** – CCTV & Wifi extension on going item. Costs to be confirmed.

Action: MH

- iii. **Business Support** – Agreed that the Golden Lion, Daisy Doodle and Better Daze to participate in Meercat pilot.

Action: LJ & MG

11. Progress against timeline – most things progressing and BID is on track to be ready and set up to go in early April.

12. BID Communications

- i. **Website** – High Ground proposal to amend website structure was accepted, board authorised the £280+vat expenditure.

13. HDC Operating Agreement – has been reviewed, comments need to be sent back to Mark

14. Meercat Pilot – moving forward to include Daisy Doodle, Betterdaze, and Barkers.

15. AOB

- **Setting up of office** – will seek to delay start date of office as unlikely to be needed until May.
- **Further expenditure to be approved** – nothing further at this time but noted that HDC credit facility needs to be extended else the BID will not have access to financeLin – Lindsay to contact HDC.

Action: LJ

- **NRBF** – meeting tomorrow at 8am at Northallerton Town Hall – will be a presentation on Police HQ proposals to reduce parking impact.
- **Police** – should ensure operational staff, Simon Wilson – are invited to the public meetings.

16. Dates of next meetings:

Tuesday 28 March – Bettys - 9.30am – 11.00am (Apologies MG)

Tuesday 11th April – Bettys – 9.30am – 11.00am

Tuesday 25th April – Bettys – 9.30am – 11.00am (Apologies MG)

Annex 1 – Interim Board as at 28/02/17

Interim Board membership as it currently stands:

- 2 Independents
 - Marcus Grover – Grovers
 - Nicky Burton – Maxwells
- 2 Large Retailers
 - Kirsty ?? – Marks & Spencers (tbc)
 - Faye Stevenson - Tesco
- 1 Hospitality
 - Scarlet Crow – Golden Lion
- 2 Professional Services
 - Julie Hutson – Colin Hutson Accounting
 - Tina Watson – Barclays
- 1 Market Trader
 - Paul Beswick
- 4 undefined
 - Charles Barker - Barkers
 - Lindsay Judd (Chair) - Bettys
 - Simon Bailes – Simon Bailes
 - Paul Haslam – BT (to be confirmed)

Advisors (no voting rights)

- Angus Bell
- Mark Haynes
- David Lucas (to be confirmed)
- Nicky Smith