

Minutes of Bute BID Board Meeting

Date: 8th May 2024

Location: Bute Fabrics 5.30pm

Attendees: John Glen (JG)
 Sophie Reid (SR)
 Erin Murphy (EM)
 Sara Goss (SG)
 Ian McCulloch(IM)
 Fergus Murray (FM) – Teams
 Dorothy McDonald (DCM)
 Alayne Byers (AB)

Points Discussed	Action	Timescale
1. Apologies for Absence: Duncan Martin		
2. Declarations of Interest: None.		
3. Minutes of the Meeting held on 10 th April were approved. There were no matters arising other than confirming the Board will follow the advice of STP about Voluntary Members not to have a vote.		
4. Governance Issues:	DCM	
a. DCM requested clarification regarding a letter received from the council regarding Renni Kennedy Boyle's appointment to the Board. FM suggested checking with David Logan at the council about whether she will need to register with Companies House as a council appointee.		
b. Kimberley Guthrie from STP will visit Bute on 16 th July and will meet with board members who are free on that date.		
5. Update from Argyll and Bute Council		
a. FM provided progress reports on the Pavilion, Royal Hotel and Albert Pier. DCM will write again to T Murphy about the coach parking at Albert Pier.		
b. FM is anticipating the BID will be contacted soon about Town Centre Funding Improvements from the UK Government soon (£20m). Business Gateway will also soon announce their Digital Boost Funding.		
c. EM asked if there was any information regarding the Discovery Centre closure. The Council have requested a meeting to discuss further.		
d. Marilyn Reiley's role in the council has now been filled and the new Development officer will be in touch soon.		
e. DCM advised we have still not received the License to Occupy from the council, for the play park. FM advised to contact David Logan.	DCM	
6. Managers Report:		
The Manager's report circulated before the meeting was approved with the following items requiring further consideration:		
a. The Mid-term evaluation proposal from Richard Whitcomb was thought to be costly but necessary. There were some queries about the scope of the proposal so it was agreed DCM will circulate the proposal to all board members and invite Richard to a meeting with the board in two weeks time.	DCM	21st May
b. Given the continued demand from numerous levy-payers for shop-front grants and given the lack of spend last year on business growth, DCM suggested the possibility of introducing small Business		

Development Grants for local businesses which could cover shop-front grants as well as other items. There would have to be a rigorous application process in which businesses would have to evidence the positive impact of the grant both on their business and the wider community. Some Board members suggested more spending on things which would benefit the wider environment.

- c. DCM also suggested Event Development Grants to encourage groups of businesses/community organisations to work together to create or develop new events. The application process would be similar to the Business Development Grants and must demonstrate measurable impact and outcomes for the community. DCM
Following discussion it was agreed that DCM should develop these idea further and bring an options paper back to the board for further consideration.
- d. FM advised we need to communicate to the council what they need to be doing in terms of street cleaning etc. DCM
- e. DCM will consider group utility deals as the subject for the next business meeting for levy payers. DCM
- f. DCM suggested spending some money on filming content, EM suggested this could be tied in with the digital funding from business gateway. SG suggested a social media specialist.
- g. DCM suggested having an interest group for the Christmas Lights Switch on, to make it more of an event and to encourage spending in local businesses in Rothesay town centre. IM suggests promoting the Christmas event on the mainland to interest visitors from Largs, Millport, Dunoon etc. DCM

7. BID Memberships

AB obtained approvals / rejections for the new BID memberships; it was agreed that businesses not paying their levy would not be accepted. The board also approved the Voluntary Membership applications.

8. Summary of Board Approvals:

- a. Reeni Kennedy Boyle was appointed to the Board.
- b. DCM is to develop proposals for Business Grants and Event Grants schemes and bring options to the board for further consideration.
- c. DCM is to work on suggestions for Utility savings for levy payers for the next business breakfast/brunch.
- d. Richard Whitcomb to present to the Board in 2 weeks' time, Board decision to follow at next Board meeting.
- e. An interest group to plan a Christmas event will be discussed in detail at the next meeting.
- f. 8 new memberships were approved.
- g. 1 new membership application was rejected.
- h. 4 voluntary memberships were approved.

The meeting closed at 7.30pm