

Minutes of Bute BID Board Meeting

Date: 11 June 25	
Location: Bute Fabrics 5.30pm	
1. Welcome from the Chair	
2. Attendees: John Glen (JG) Sophie Reid (SR) Duncan Martin (DM) Reeni Kennedy-Boyle (RKB) Kirsteen Macdonald (KM) Kirsty Durrant (KD) online Jill Devlin - Minutes	
3. Apologies for Absence: Alistair Forsyth (AF), David Adams McGilp(DAM), John Glenn(JG), Erin Murphy (EM), Ian McCulloch (IM), Fergus Murray (FM)	
4. Declarations of Interest: RKB – Postcards which are accessibility themed, would like to involve the levy payers and invite to a consultation by email	
Matters Discussed	Action
5. Minutes of previous meeting of 21st May 25: Approved	
6. Update from DAM of Visit Scotland: No update	
6a. Update from Argyll and Bute Council FM – no update via KD KD – no new news	
Agenda Points	Action
7. Derelict Building A levy payer owns a building on Montague St, Sheriffs Officers has been in touch ref arrears. Wants to improve the building asked if relief can be applied for and the cash used to refurbish the building RKG – Empty Property Relief for businesses to be eligible need to bring the property back into use KD – to check if eligible for relief and feedback on this case. Did highlight that relief on this property, board could see other applications and queries regarding not paying the levy.	1. Email to be sent to GH to confirm matter discussed with the council and will feedback 2. Application process to be confirmed 3. Suggest a surgery for derelict property levy's
8. Marketing Update Alayne back on board So far..... Glasgow Central – 5-18 May Ad Boards M8 Tower – 6 ads Edinburgh - 2 weeks Port Glasgow and Greenock – dates TBC	

<p>In addition, we have been offered every billboard in Scotland when they are available as part of the deal 5000 local maps printed, 3000 collected from The Dressing Rm 20,000 tri folds sent to Direct Distribution for hotels and train stations Offered a deal for Motorway and Glasgow Central 8-21st Sept as a reminder of the IOB for Sept weekend and Oc hols at a similar cost</p> <p>Bute Arts Society Proposal for BID to sponsor x2 events inc Jazz Festival BID to be included on all leaflets, 5000 distributed on and off island, £2k has been requested for sponsorship and in addition 10 tickets per event will be provided FOC – board to agree how tickets are to be used.</p> <p>Accessibility Assessment A local wheelchair user is assisting with assessing the accessibility of traveling to Bute via bus and train and pubs and business on the island. Email ready to go out to levy payers for them to update details and feedback to Alayne and Sophie</p> <p>Cruise Ship Team noted the increase in cruise ships coming to Bute and acknowledge that the welcome they receive is communicated to other cruise companies The cruise ship on Saturday 7th June were welcomed by a dancer and welcome packs pls note not all ships let us know they are coming, but the harbourmaster does get in touch with BID when made aware. Local businesses to be asked to provided fliers for the packs. Cost Example – 300 = £35 from Print Point Active travel maps to be added to the packs - RKB</p> <p>Socials Alayne working on Visit Bute and Insta, KM raised the Millport posts Tic Toc suggested</p> <p>Billboard Its free Good response Can assist with ad</p> <p>Banners £5.5k + VAT Maybe next year and put up earlier, inc QR codes</p>	<p>SR to email absent board members for approval as insufficient at meeting</p> <p>Email to levy payers for flyers for cruise packs</p> <p>RKB provide active travel maps</p> <p>RKB – contact local organisations for events and info</p> <p>SR to send JD email to send to company</p>
<p>9.Business Support Grants Admin of management - agree process - eligibility checks - feedback process KB and RKB have finalised application and guidance Agreed info@butebid email can be used and a hardcopy available if required Criteria</p>	

<ul style="list-style-type: none"> - No levy arrears - Privacy notice to be reviewed and issued with application <p>Spreadsheet for budget and issued funds to be completed</p> <p>Template letter to confirm a grant has been awarded</p> <p>KD – suggested links on the website and confirm a levy check would be completed</p> <p>Hardship exceptions may apply if payment to contractor cannot be made in advance</p> <p>Process map required</p>	<p>JD – budget and finds management spreadsheet</p> <p>JD – draft process map</p>
<p>Flower Beds and Hanging Baskets – SR</p> <p>9 hanging baskets in place and seasonal workers are watering them</p>	
<p>AGM - JG</p> <p>Date of AGM – 7th July 5.30-6.30 at Winter Gardens</p> <ul style="list-style-type: none"> • Draft accounts to follow • Marketing • STP to attend 	
<p>AOCB</p>	
<p>DM – Play Park</p> <ul style="list-style-type: none"> • At planning stage, question regarding the land and potential for historical contamination when the area was used as a ship yard in the 1860’s. Depth of excavation for the playpark has been confirmed back to A+BC. Apologies have been made as to why this hasn't been raised previously. Area affected between Victorian Toilets and the Winter Gardens . Team raised works which have been completed in this area including erection of other buildings, works completed on the Winter Gardens late 80’s early 90’s and roadworks completed in the area recently. DM raised the Flood Prevention Scheme may have considered this risk • Construction business on site spoke with DM and v interested being involved both technically and financially <p>SR – Beachwatch</p> <ul style="list-style-type: none"> • Meeting rescheduled, date TBC • Clearing beach at kiddies' corner (donation to be considered) • Deckchairs and maintain cleaning of area • SR to raise beach wheelchairs <p>KD – Tom Murphy</p> <ul style="list-style-type: none"> • Partnership out of agreement • KD to send details to infor@butebid FAO SR and JR 	<p>Project for JMc</p>

The meeting closed at 6.45pm

Next meeting 02 July - prep for AGM