



Cirencester Chamber of Commerce

Minutes of Committee Meeting held on 23rd April 2009

Present: Simon King (SK), Karen Gaisford (KG), Jonathan Davies (JD), David Fowles (DF), Roger Brown (RB) (part), Darren Gadd (DG), Richard Ashwood (RA), Simon Musgrove-Wethey (SMW)
Guest: Andrea Pellegram (AP – part).

Apologies for Absence

Simon Large

1 Minutes and Matters Arising

The minutes from the meeting on 25th March and the additional meeting on 16th April were approved.

Table of Actions

DF attended the Tourism Lunch, DF had no specific feedback for the Committee.

KG - Leaflet work has been put on hold

SK- the questionnaire has been reviewed and redeveloped

SK has spoken with Rachel Wright from Ingleside House who is keen to join the Committee

DF – still to contact Wildmoor about membership and venue

DF – the current CBNmagazine is suspended due to costs; a new publication is due out this weekend, should CCoC want to advertise the deadline is end of May.

2 Correspondence and Feedback from President

SK and the rest of the Committee wished to express their sympathies for the sudden death of Peter Stringfellow, his dedication to the Committee and Cirencester was unsurpassed. DF proposed that an award could be made to honor Peter i.e. a cup presented at the Advent festival.

3 Chamber Strategy

SK reported that the ECIF money had been won, though only a specific section of the bid. An intern will be funded to work with the CCoC and take forward specific initiatives. A Job Description will be drawn up and the aim is for the intern to begin shortly.

4 Future Committee Structure/Roles

SK reported that he had been speaking the Principal of the RAC on what he hopes to get from SK as President. SK commented that if projects with the College need his time he may miss many CCoC meetings. This subject should be considered through future meetings and a possible proposal set at the AGM in August. New member to the Committee also proposed was Stephanie Allison. SMW will contact her.

5 Finance

KG distributed financial summary. So far 75 have paid the subscription with 34 still outstanding. The Committee discussed the amount of funds to be sent for the Advent. MJ was present at the walk-around with the 2 companies chosen by CDC for lease of lights. MJ wondered if there had been some confusion on how much CCoC was transferring over. KG to set up a meeting with Andrew Tubb and Mike Johnson to clarify
KG has spoken to Michael about insurance, MG had felt that this was necessary for the Committee and JD will ask Paul Lucas for quotes for basic cover.

Draft Accounts should be ready by the next meeting

6 **Membership**

KG confirmed that there are now over 100 members of the CCoC provided everyone renews

7 **Network Meetings**

Not discussed.

8 **Marketing**

Not discussed.

9 **Communication**

KG asked for news items for the latest Newsletter, deadline is the end of April for May publication.

10 **Website/IT**

MJ asked KG if back issues of the newsletter could be posted on the website.

11 **'Our Future Cirencester'**

AP attended this part of the meeting.

AP believes the plan will give support to the CCoC. AP has also looked at the Case Studies from other towns and these could be used for further information. From other meetings AP reported that various suggestions have been put forward including a community website, i.e. what's happening, young people, local shops database. The plan is also supportive of cultural, tourism activities which will benefit local business. JD reported that at the Steering Group meeting on Monday, he had confirmed that CCoC will take the lead on the Business part of the plan, which AP welcomed.

There was also discussion of how the Chamber can support town centre businesses, and reference was made to the 'Empty Shops' report in the Standard. It was agreed that JD and KG will set up a meeting for town centre businesses, and that CCoC will give £250 to help the campaign provided this is matched with contributions from businesses.

RB reported that some Parklife have been successful with a grant application, and some funding may be available to the town. JD/DF to speak to Keith Rogg to clarify.

12 **Updates**

● **Cirencester Town Council**

No updates

● **CDC**

JD circulated a paper on the Car Parking Strategy and talked through the options. JD confirmed that parking charges will rise on 1st May. The paper will be shown at the Steering group meeting.

● **GCC**

RB reported that a 3 year local transport scheme is being looked at however the scheme is yet to be verified and so far is still in consultation.

13 **Advent**

Meetings have now started, although CTC are disappointed that a number of people have dropped out.

14 **Any Other Business**

15 **Dates of Future Meetings**

Network Meetings

May 13th
June 10th
July 15th (AGM)
No meeting in August
September 9th
October 14th
November 11th
December 9th

Committee Meetings

28th
25th
30th
27th
25th Special Event 30th
29th
26th
17th