

Kendal BID Board Meeting

5th September 2023

Item 1 – Apologies and Attendance :

Apologies were received from Denise Thompson, Lee Hughes, Jan Nicholson.

In attendance: Josh Macaulay, Tina Dulson, Kim Davies, Karl Tchumak, Helen Ladhams, Nick Taylor. Sam Butcher and Peter Brendling.
Guests; Helen Watson – Moriarty, Anna Clough

Item 2 - Approval of previous meeting minutes

The minutes from the meeting were approved.

Item 3 – Presentation from Helen Moriarty & Anna Clough,

Helen and Anna gave a presentation on the work Anna had been doing on the business section of Visit Kendal and plans going forward. Helen also presented the planned “Kendal Map”.

The board approved £5000 to carry on the work on Visit Kendal and £5000 for producing the maps.

Item 4 – Finance and expenditure report

FINANCIAL REPORT August 2023

OPENING BALANCE
£29,524.67

INCOMES
£ Nil

EXPENDITURE
£4,132.86

CLOSING BALANCE
£25,391.81

Josh requested that Peter chase Elaine for Levy payments.

Item 4– BID renewal

Peter reported he had, had several meetings with Anna Brisley to finalise the list of levy payers. He has had the first draft back of the business plan after it had been with the designer.

Ida Klimaszewska had been employed to do research on Levy payers perception of Kendal BID. At the time 106 businesses had been contacted, 10 had agreed to answer the survey on the phone and 25 said they would return the survey by email, so far none had returned the questionnaire. Early indications from the results were generally positive with the festivals and the Trails as the most popular BID activities.

A full report will be compiled at the end of the survey.

Josh suggested that a couple of open meetings were organised (one late September and one early October. Peter is to arrange these.

Item 5 – Review of current projects

Town Trails – The Summer Trail was now finished and had proved to be really popular. It had the most participants ever this year.

Festivals :

Gaming Festival – Peter reported he had been in email conversation with Matt the event organiser. Unfortunately, due to the work not being started or completed at the Westmorland Shopping Centre, it had been decided not to hold the trial festival this year but to go ahead with the main festival next year. Matt has managed to attract interest from several of the major

Christmas Festival – Peter has found a joiner who is happy to make wooden cabins for the Christmas Festival and will be getting costings, If not we will be able to use the Farmers Market stalls

Music Festival – Josh reported he now had about 80% of the acts booked and was still looking for extra venues. He asked Sam if he could look into the banner across Highgate situation as it was a great way to publicise events. Josh felt it should be an easy repair to get it usable again.

Kendal Mountain Festival Base camp – Josh has spoken to KMF. They would be happy to provide a range of talks etc to use the marquee in the Marketplace.

Discover App – Peter reported that following on from the last Board Meeting, he had requested some annual statistics, to improve the Boards understanding of the usage of the Discover App.

Josh suggested that the BID use the hardware and software from Discover for the Totem using the data from Visit Kendal. This was proposed by Brent and seconded by Karl.

Training Grants – No new applications

SEEDL training – Our contract with Seedl has now expired and the board decided not to renew the contract as although people were keen to sign up to the courses when told about them. They did not follow through and complete the modules.

Quarterly Grow your own business forum- No dates have currently been set.

Green Grants – Peter informed the meeting that the BID website had been updated and there was now a dedicated grants page. There has not been any applications at present.

Shop Front Grants – Applications have been received from Podda Wren and was approved. An application was received from AK services 1 Ltd T/A Kendal Vapes. The Board requested more details about the company.

Following on with a conversation with the landlord of 50 Breanthwaite Brow, the Board asked Peter to get clarification, as to whether empty premises pay the levy.

Item 6 – The business insurance was discussed as the premium is now over £1000. The Board agreed the spend but asked for alternative quotes to be explored.

7. Any new projects, submissions or funding requests – Brent had, had an enquiry about the grant paid to Stout Wars. It was discovered that due to an error on the grant form the request for £300 towards beer mats had not been awarded. The Board agreed to fund the grant and request the Kendal BID logo be added to the mats.

12. BID office – Lee was not at the meeting to give an update but had sent an email stating that things were progressing with 1 Finkle St.

Peter reported that he now had access to an office in Arnold Greenwoods. There was a slight problem with internet access but hopefully this will be resolved.

13. BID staff

• **New position communication and admin officer.** Josh presented a job description for the Communications and Administration role. This was approved by the Board
Peter stated that he had a conversation with Eban Hartley who had applied to work as the researcher. Peter felt he would be a good candidate for the role of Communications and Administration Officer. It was agreed that he could be taken on, on a self-employed basis at a rate of £16,50 per hour. Peter is to have further discussions with Eban.

10. Urgent business arising – None

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