

### Attendees

Sophie Fuller, Sophie's café (Chair) (SNF)  
Eddy Webb, InSynch (EW)  
Gweneira Raw-Rees, Aberystwyth Town Council (GRR)  
David Evans, Aberystwyth Business Club (DE)  
Lee price, The Royal Pier (LP)  
Mearina James, The Tan Shop (MEJ) (Observer)

### Apologies

Mark Joseph, The Jewellery House (MJ)  
Sian Fisher (SF)  
Matthew Newbold, Development Manager, Advancing Aberystwyth ar y Blaen (MN)  
Gareth Lloyd, Ceredigion County Council (GL)

David Lees, Aberystwyth town council (DL)  
Christopher Bentley, Marks and Spencer (CB)

Item	Detail	Action
1.0	<b>Welcome and Introductions</b>  As above	
2.0	<b>Apologies for absence</b>  Apologies given as above.	
3.0	<b>Minutes of the last meeting</b> Minutes were accepted as correct	
4.0	<p><b>Actions from the last meeting</b></p> <p><b>4.1 Revised Project proposal from Cambria Tours</b> SNF confirmed MN has sent a further request to Cambria tours. With the view to receive three example tours on walking, golf and cycling. To potentially be taken to The Royal Welsh Show, The Eisteddfod, and two UK wide shows.</p> <p><b>4.2 New Directors approved</b> Lee Price and Christopher Bentley are now Directors.</p> <p><b>4.3 Potential directors invited to observe</b> Mearina James and Nigel Kennedy have been invited to observe with the view to becoming directors.</p> <p><b>4.4 Job description for events and admin assistant</b> The Job is live and we have received in excess of twenty applications so far. The closing date is Monday 15<sup>th</sup> January. Interviews will be held on Wednesday 24<sup>th</sup> January with a decision being made on the day. The appointment should hopefully mean we can have someone in post as soon as possible.</p>	<p><b>MN will circulate the shortlisted CV's on 16<sup>th</sup> January for directors to discuss. MN will circulate proposed questions for interviewees for review.</b></p>

<b>5.0</b>	<p><b>Approve attendance to the February meeting of Arad Goch representative for feedback on summer festival. Approve Observation request from Gary Pemberthy and Rhiannon Rees</b></p> <p>Approval of all three was unanimous</p>	<p><b>MN to confirm with Jeremy Turner, Gary Pemberthy and Rhiannon Rees they are welcome to attend. Jeremy will receive fifteen minutes at the beginning of the meeting to feedback.</b></p>
<b>6.0</b>	<p><b>New Project Committee</b></p> <p>SNF explained that the BID company has moved on significantly in the last twelve months, but we are in danger of finishing our large-scale projects and being left with a lack of strategic planning.</p> <p>We have an underspent from years one and two which we need to reassign. In line with spending it appropriately on useful and beneficial projects, she proposed a new three-year plan to tackle the issue, suggesting a new project committee.</p> <p>This committee will initiate and cost new projects that sit under the four proposal headings. With a governance of two presiding principles, getting people into town and giving them plenty to do with a great experience. And make a direct difference and be of benefit to businesses.</p> <p>Our engagement with levy payers has been much more successful when getting feedback than trying to illicit ideas generation, so with that in mind MN is initiating the draft of a three-year plan and seeking out best practice from other BID's and Town Centre Managers, to give us the best possible subject matter.</p> <p>It was proposed a training and exploration budget be set for MN. £500 for two overnight upcoming events were accepted unanimously.</p>	<p><b>MN to invite all directors and levy payers to meeting on Thursday 25<sup>th</sup> January, 5.30pm at the town council offices.</b></p> <p><b>MN to book himself on the course.</b></p>
<b>7.0</b>	<p><b>Finance committee</b></p> <p>The finance committee will convene in March to approve the budget for the three-year plan and will oversee the scrutiny of the implementation. The plan will be presented at the AGM for the beginning of year three.</p>	<p><b>MN to produce powerpoint when plan is ready and present to the AGM</b></p>

8.0	<p><b>Company Matters</b> It was proposed that Mearina James become a director of the board. The vote was unanimous.</p>	<p><b>MN to add MJ to the email list for the board.</b></p>
9.0	<p><b>AOB</b> The Issue of parking and customer experience of Aberystwyth was raised by LP, GRR also stated the issue surrounding parking eye and customer experience is something the Town Council receive many complaints over. Lots of ideas were put forward.</p>	<p><b>MN will restart the access and connectivity group to initiate a new plan in terms of signage, parking and interactive experience with the environment of Aberystwyth SNF to pass to MN all the ideas to be explored, costed and potentially fed into the three-year plan.</b></p>
10.0	<p><b>Date of next meeting</b> Thursday, 1<sup>st</sup> February, 5:30pm (Town Council Office, 11 Baker Street)</p>	
10.0		
11.0		

