



## RTWT Board

### Meeting Minutes

Wednesday 17 October 2018

#### Opening

The regular board meeting of Royal Tunbridge Wells Together, taking place at Cripps LLP, was called to order by Nicky Blanchard at 8.30am on Wednesday 17<sup>th</sup> October 2018.

#### Present

Nicky Blanchard (Chair), Karen Pengelly, Jane March, Gavin Tyler, Hilary Smith, Lauren Brook, Lee Walker, Stephen Gurney, Tracy Moore, Harry Spencer, Nick Moore, Alex Green

#### Apologies

Harry Collins, Sara Fuller, Gilbert Green, Alex Davies, Andrew Wagstaff

#### Minutes

The minutes of the last meeting were approved as presented.

#### BID status and update

KP and LW gave an update on the BID process.

- The ballot opened on Thursday 11 October and will remain open until Thursday 8 November. The result will be finalised and communicated to RTWT on Friday 9 November. KP will then check over the data before passing it to the Board to formally accept the result.
- During the ballot, RTWT will not be able to see whether individual businesses have voted yes or no but will receive twice-weekly updates from ERS on which businesses have voted.
- Businesses who lose their BID ballot paper can request a replacement, but these are only available within the last four days of the ballot.
- There is a 28-day challenge period, during which either the Local Authority or local businesses can challenge the BID.
- LW expects there to be a 37-40% turnout.

RTWT is also hosting a networking breakfast with Metro Bank at their Tunbridge Wells branch on Thursday 1 November.

**Action: LB and KP to prepare a plan of what needs to be agreed during the next Board meeting if the BID ballot is successful.**

#### Project update

KP updated the Board on current projects, including plans for Christmas 2018, two successful award entries in the Beautiful South Tourism Awards and the Great British High Street Awards, Small Business Saturday and street art on Camden Road.



## **Christmas**

RTWT's Christmas activities this year will include the online gift guide, funding entertainment for the launch night of the ice rink and a members' ice skating evening in early December, funding refreshments for the jazz on Chapel Place, and a shop local campaign with targeted positive messaging that will position Tunbridge Wells as a destination for shopping, eating and leisure at Christmas. A full and detailed event and project listing will be circulated to Board members.

KP and NM also discussed developing a campaign of several local business success stories to run in the press.

## **Budget**

Proposed budgetary addition to note:

- Solicitors' fees for the preparation of legal documentation for the RTWT Office, as instigated by British Land. GT requested a review of this expenditure.

**Action: NB to clarify the amount with British Land.**

## **Adjournment**

Meeting was adjourned at 9.30am.

Minutes submitted by: Lauren Brook