



Station to Station BID Directors Meeting Agenda

Date: 25th March 2024

Time: 10.00-11.30 am

Location: Tulse Hill Hotel, 150 Norwood Road

Present:

Stephanie Correia

Chair, formerly SRA

John Price

Portico Gallery

Damion Viney

Co-Accounting

Domani Beer

Otter Cafe

Bronwen Rice

S2S

Charlotte Ashworth

S2S

Station to Station BID Directors Meeting Agenda			
1.0	Matters Arising	Directors Meeting Minutes:	Actions - Change of accounts done. BR check emails to Domani from hubspot CA created the Venn Diagram doc in response to request Minuted that the Articles of Association have been agreed at Directors meeting
	Agenda Items		

<p>2.0</p>	<p>Managers Report</p>	<p>Digital Town Hub - We have had some issues with the FB account and this has presented problems in the app marketing strategy. However, sensors have been put into GNW and there is very good data from this. CA reported that we hold regular meetings with Loqiva the app designers and that they provide S2S with good support. Loqiva seems happy with current numbers. We have had positive responses from people in the street. Businesses seem happy with it too. Offers need to be redeemed properly, because we haven't got any data on that. DB not seen anyone take up the offers she has had. JP shared that events on the app are working well at Portico. CA explained that with the issues we have with FB having the app offers another way to reach people. There has been an update and the app is more user friendly. JP asked if other institutions are cooperative and making use of the app? BR/CA reported that for example: Norwood Forum are involved and use the app. Other groups use it including churches, police. DV commented that the app offers incredible value for money at £28 per business, per year for 450 businesses in the BID. SC asked about the training session for the app, nobody attended. However, CA explained that we have done a session with the pubs and this was a much better way of supporting businesses to use the app.</p> <p>Crime and safety - SC commented that reports on the Whatsapp groups of crime incidents seem to be quiet. CA shared information about the SABA day. This is an event where police come to the BID area, the police come up and down the street, give advice on safety and reducing crime. Its an opportunity to get businesses to reach out to the police. CA attended one on Friday in Streatham.</p> <p>S2S waste contractor - DB shared that she has now received new bags from LG and they are much bigger. However they are not better quality. Currently we have no information on the roll out of the Food Waste collection service yet. CA explained that it is going to become law and councils will have to provide us with food waste collection.</p> <p>BCC - BR gave update on the final stages of the project and shared that there will be the opportunity for participants to continue to use the lo-Gen monitoring platform for a further year.</p> <p>Design Council - CA reported S2S attendance and presentation at an end of project event. We were one of 2 projects that were showcased. Both Impact on Urban Health and the Design Council really like S2S and what we do. We have requested to be on their radar for any future funding. The Money health chats, that were introduced as part of this project, will continue as a BID service.</p> <p>Marketing - no questions or comments</p> <p>Food and Drink Walks - CA this is something that the businesses on the High street really appreciate. Teresa and Kim deliver these tours and are working on a new set for later in the year. Recruitment service/Local Jobs board update - no questions or comments</p>	<p>CA campaigning to get a SABA day for West Norwood and Tulse Hill</p> <p>CA will continue to push for food waste collection from LG and update at next meeting</p> <p>CA requested that Directors let businesses who are worried about money to check our website and encourage them to access the service.</p>
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3.0	<p>Issues/ Opportunities</p>	<p>The budget underspend was discussed:</p> <ul style="list-style-type: none"> - ChooSE27 app lamppost banners - £5,000 -£12,000 - Parking scheme in St Matthew's Catholic Church carpark - £3,500 (for pilot scheme October 2024-March 2025), and if successful, £10K pa - GLA spend data package - £4,000 for 2 years or £2500 for 1 year - ChooSE27 Comedy Festival (10 days in October 2024) - £2,000 - Subsidy for the Shared Delivery Van (July onwards - £5K already allotted, but could more be found?) <p>It was felt that the Directors group should agree the proposed allocations of budget underspend and that this should then be taken to the Steering Committee for further comments and approval. There may be feedback or other suggestions from the Steering Committee on what the underspend would be best used for.</p> <p>The marketing of the app and destination banners and the parking proposal will take a good chunk of the £90k underspend over the proposed 2 year spending plan.</p> <ul style="list-style-type: none"> - Mission, vision and values training. BR suggested that the Directors and Steering Committee could attend this workshop to help with creating a cohesive brand for S2S. This would be useful for both our 3rd term renewal ballot and the writing of the Business Plan. This is something that CA has been learning about on our BB's Certificate in BID Management course. Proposed date is June 2024. 	<p>BR to contact BUD leaders to arrange</p>

4.0	AOB	<p>Finances: DV proposed that this should always be on the agenda. DV reported that the best thing about the financial report is that there is nothing to say. DV thinks that the levy is coming in at a higher rate than we expected. Focussing on the right thing which is spending the underspend.</p> <p>UKSPF Grants - JP asked about these grants? S2S's application for the UKSPF grant fund wasn't successful. However, SRA, South London Theatre and West Norwood Feast were all successful, with the support of S2S. The funding has gone directly to the organisations.</p> <p>JP - Do we need more Directors? General feeling was that we need another 2 directors. What is the process? DV could we start with a Job Description. SC asked if we already have one? JP suggested that we revisit the suggestions from Chris Turner at our Mid-Term Review. We should ask for advice from Chris on how to choose and approve them. DV thinks we should be thinking strategically. DB suggested we need someone with a different skill set and who will attend.</p> <p>Cennox is selling and CA has connected them with Kurt at Volcano Coffee and hopefully he will buy. He would be a good shout for a potential Director.</p>	<p>Agreed</p> <p>BR chase Chris Turner for risk assessment and a template for Job Description for Directors.</p> <p>Formalise who are the Members of the BID</p> <p>Directors to put a list together of potential Directors.</p>
7.0	Date of next meeting	<p>Steering Group Meeting: Monday 13th May, 5.00-6.30 pm Venue tbc.</p> <p>Directors Meeting: Monday 24th June, 10.00-11.30 at the Tulse Hill Tavern. (Mission, Vision and Values training session - tbc)</p>	