

Llanelli board meeting minutes

Wednesday, 25<sup>th</sup> July 2018 5:30pm  
Llanelly House

**Minutes**

Present

Lesley Richards	LR	Nationwide (Chair)
Paul Carter	PC	Llanelly House
Adrian Davies	AD	Davies Craddock
Paul Oram	PO	Llanelli Chamber of Commerce
David Jenkins	DJ	Carmarthenshire County Council
Gary Jones	GJ	Llanelli Town Council (Observer)

Mandy Jenkins	MJ	BID Manager
Cathy Lewis	CL	Ymlaen Llanelli

Apologies

Andrew Stephens	AS	St Elli Centre
Matthew Harvey	MH	Specsavers
Emlyn Dole	ED	Carmarthenshire County Council

Item	Detail	Action
<b>1.0</b>	<b>Welcome and introductions</b> 1.1 AS opened the meeting and welcomed attendees. 1.2 Apologies were given as above.	
<b>2.0</b>	<b>Minutes of the last meeting and matters arising</b> Those attending confirmed the minutes were an accurate account of discussions.  <b>2.1 Meeting with Steve Pilliner</b> LR aid that she had tried to contact Steve on a number of occasions but had not yet had a response. PO suggested forwarding a list of the contact attempts to ED.  <b>2.2 2018 Parking initiative and banners</b> MJ was awaiting a response from the Council on this. John McEvoy has now left his post so MJ would contact his replacement Richard Waters.  <b>2.3 Gemma O'Driscoll</b> MJ had as yet been unable to catch her in the office to establish if she would like to join the board.  <b>2.4 Spending forecast</b> MJ explained that she had been unable to do this as all the accounts were with Rimmer & May in preparation for the AGM.	<b>MJ: To chase Richard Waters about the £1 parking initiative and banners</b>

	<p><b>2.5 Mobile stage</b> PC said that the stage had been secured from Trinity Mirror for an agreed price of £750. Negotiations were ongoing about how Ymlaen Llanelli would pay for this.</p> <p><b>2.6 Langland Brasserie / North Dock</b> Langland Brasserie would be taking over the first and second floors of the building.</p> <p><b>2.7 Window vinyls</b> MJ had spoken to Stuart Walters about this and he was happy for the project to go ahead.</p>	
<p><b>3.0</b></p>	<p><b>Company update</b> <b>3.1 Financial update</b> Rimmer and May were preparing the accounts ahead of the AGM.</p> <p>The board decided that the AGM would take place on Thursday, 20<sup>th</sup> September at 5:30pm at Llanelly House with the next board meeting to take place beforehand.</p>	
<p><b>4.0</b></p>	<p><b>Themes</b> <b>4.1 Access and Parking</b> <b>4.1.1 £1 parking</b> MJ had not heard back from CCC about whether this could go ahead. However, John McEvoy had left the authority which could be causing the delay</p> <p><b>4.2 Marketing</b> <b>4.2.1 Events</b> 80s weekend – the group agreed that this had been a success and the feedback on social media and from businesses had been overwhelmingly positive. There were some concerns over safety and glasses in the area in front of the stage. The group discussed the problems with Radio Carmarthenshire and using others to supply PA etc next year.</p> <p>Gar Gwyl Music Festival – this would take place on 28<sup>th</sup> July with a similar set up to the 80s festival.</p> <p>Pirates and Princesses – to take place on Friday, 24<sup>th</sup> August.</p> <p>Food Festival – CL gave an update on this.</p> <p><b>4.2.2 Printed map</b> MJ and GJ gave an update. Ymlaen Llanelli would have an insert into the larger document produced by CCC and the Town Council. Due to the number of businesses in the BID area, design was ongoing to find a solution.</p> <p><b>4.2.3 Llanelli website</b> Almost ready to go live and 13 businesses had sent information for inclusion on their pages.</p> <p><b>4.3 Enhancing experience</b> <b>4.3.1 Yarn bombing</b></p>	

	This would begin on Monday, 20 <sup>th</sup> August.	
<b>5.0</b>	<b>Updates from outside bodies including the Chamber of Trade / Task Force</b> LR gave an update from the Sub Task Force. The town now had a dedicated Police Officer – Aled Davies who had been around town introducing himself to businesses. Aled and a team of PCSOs would have a permanent presence in town.	
<b>6.0</b>	<b>AOB</b>  Lunch bus CL updated the group on this. The vintage bus would be expensive to hire but would do a bit more research into this.  Town centre cleaning – PO suggested that Ymlaen Llanelli could add to the cleaning schedule in the town. DJ would find out who MJ should speak to in CCC about this.	<b>DJ: To inform MJ about who to speak to about extra cleaning in the town centre</b>  <b>MJ: To investigate cleaning options</b>
<b>7.0</b>	<b>DONM</b> Thursday, 20 <sup>th</sup> September.	