

Llanelli board meeting minutes

Wednesday, 29<sup>th</sup> March

10 John Street

**Minutes**

Present

Lesley Richards                      LR      Nationwide (Chair)  
Martin Blackwell                      MB      The Works

Mandy Jenkins                      MJ      BID Manager

Apologies

Matthew Harvey                      HM      Specsavers  
Lee Edmunds                      LE      Evans & Powell  
Andrew Stephens                      AS      Llanelli Chamber of Commerce  
Adrian Davies                      AD      Davies Craddock  
Carla Shepherd                      CS      Primavera

Item	Detail	Action
<b>1.0</b>	<b>Welcome and introductions</b> 1.1 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 Confirmation of approval</b> Approved.  <b>2.2 Matters arising</b> None.	
<b>3.0</b>	<b>Company matters</b> <b>3.1 Financial update</b>  £68,423.45 in the account at the moment with approximately £20k to be claimed back from the Targeted Finance Fund after 31 <sup>st</sup> March.  2022 – 2023 levy bills to go out on time in April.	
<b>4.0</b>	<b>Events</b>	

	<p>BIDs and Town Councils in Llanelli, Ammanford and Carmarthen could apply for up to £4k per event up until December 2024 with a total of £100k available across the three towns. MJ had submitted the Llanelli list which came to approximately £67k. A separate application would need to be completed before each event.</p> <ul style="list-style-type: none"> <li>• Superhero Day – 22<sup>nd</sup> February</li> </ul> <p>The sixth and busiest superhero day so far, with huge crowds in the town centre. Good feedback from businesses and members of the public.</p> <ul style="list-style-type: none"> <li>• Cartoon Capers – 4th April</li> </ul> <p>£4k SPF funding had been secured for the event. There will be 42 characters in the parade as well as two cars.</p> <ul style="list-style-type: none"> <li>• 80s Festival – 24<sup>th</sup> June</li> <li>• Beer Festival – 5<sup>th</sup> August</li> </ul> <p>Some staff at The Works had expressed concerns about this and the potential of people coming into the store after drinking too much. MJ explained that the alcohol would all be contained in one section (Vaughan Street) and the only difference to the 80s Festival would be that more stalls would be able to bring bars.</p> <ul style="list-style-type: none"> <li>• Vintage Festival – 16<sup>th</sup> September</li> <li>• Food Festival – 21<sup>st</sup> October</li> <li>• Christmas Parade – 2<sup>nd</sup> December</li> </ul>	
<p><b>5.0</b></p>	<p><b>Community Transport Initiative</b></p> <p>Ongoing. Not much had been done on this due to the work on the SPF application.</p>	
<p><b>6.0</b></p>	<p><b>Targeted Finance Fund / Shared Prosperity Fund</b></p> <p>MJ gave the following updates:</p> <p><b>5.1 Ambassador scheme</b></p> <p>MJ shared the latest figures. The application to continue the programme with SPF money had been submitted on 29<sup>th</sup> March. The proposal contained costings for the ambassadors to continue their current shift pattern, plus added a night shift on a Friday and Saturday evening. It also included new pieces of equipment including a mobile defibrillator.</p> <p>The board agreed that should the turnaround time for applications be short, the BID could directly fund the ambassadors as they now provided a vital service in the town centre. However, this would not be sustainable for longer than a 6-8 week period.</p> <p><b>5.2 E-cargo bike delivery scheme</b></p>	

	Lee Morris had been continuing to deliver voluntarily on a Wednesday between 11am – 3pm. The SPF application was for a new service Wednesday – Friday 11am – 3pm as the pilot had shown that Mondays and Tuesdays were not busy.	
<b>8.0</b>	<b>Update from Chamber of Trade / Taskforce</b>  No Chamber updates. The Task Force had taken place the day before and LR and MJ gave MB a summary of discussions.	
<b>9.0</b>	<b>AOB</b>  Richard Waters from Highways has been in touch regarding the Shopmobility scheme in the town centre. The scheme was in jeopardy due to loss of income during and following the pandemic and a lack of motivation from its current trustees to keep it going. MJ had told Richard that the BID might be willing to take on some of the admin, depending on the time commitment involved. The board were happy with this.	
<b>10.0</b>	<b>Date of next meeting</b> Wednesday, 10 <sup>th</sup> May	