

BUXTON TOWN TEAM

NOTES ON THE DIRECTORS' MEETING HELD ON TUESDAY 24th JANUARY 2017

Present: Claire Millard, Derek Bodey, Janet Miller, John Estruch, Philip Barton, Richard Silson, Roddie MacLean, Simon Fussell, Suzanne Pearson, Tina Heathcote

Apologies: None

1. NOTES OF PREVIOUS MEETINGS

The notes of the meeting of 13th December were approved and can be posted on the website.

Outstanding actions noted: Roddie, John and Simon to send notes of the meeting with Dai Lerner.
Janet to draft a policy on vulnerable adults.

JM
RM/JE/SF
JM

2. BOARD, DIRECTORS AND OFFICERS

The Search Committee have not met since the last directors' meeting but will do so very soon.

RM

3. IDEAS & ACTION MEETING

Notes of the 18th January meeting have been circulated. The main focus had been 'townskeeping' and a list of areas needing attention was generated, combining those developed by the Town Team, the Civic Association and the Buxton Group. Simon will create a shared data base, hopefully before the meeting with Dai Lerner on 6th February.

SF

4. COMMUNICATIONS GROUP

The group met on 9th January, the notes will be circulated in due course. The group will develop new publicity leaflets as requested and are also looking into other materials eg flags and banners.

5. SCRUTINY GROUP

The group met recently, they would like a more formal link to the directors for projects and activities not led by a director. It was agreed this person needs to be appointed when the project is approved and be named on the Project Status report, also that Ongoing Activities should be added to this report. They have created a calendar to remind us when things need doing. They are generally happy and are reducing their meetings to three times per year.

JE

6. MEMBERSHIP & FINANCES

6.1 Current Position

The number of members has increased to 237. Facebook page Likes are 1,293, an increase of 95 in the month, largely due to a before and after post of cleaning the Terrace Road wall. Twitter followers are at 419 (townteam) and 472 (springfair); it is anticipated that one of the students will start posting on the latter very soon.

Philip had circulated the draft management accounts for 2016. Amendments were agreed to project costs: Spring Fair costs £2783, Buxton in Bloom costs £582 to include paint for the bikes; Ashwood Park to include costs for painting benches and bridges, but costs for the High Path to be included as expenses under the General Account.

PB

It was noted that the DCC grant for the Buxton in Bloomin' Winter project will appear on the 2017 accounts.

Philip will send a revised version for any further comment prior to forwarding to Laytons for examination.

PB

Janet will draft the CIC34 for 2016 and circulate for comment.

JM

7. TOWN MATTERS

7.1 Pavilion Gardens Closure

Vision Buxton had suggested that a letter from them, the Town Team, BCA and the Buxton Group would carry more weight, a draft had been circulated. This was agreed subject to some amendments: mention should be made of the loss of public toilets; we should specifically ask for the savings to be quantified; the suggestion that we would replace paid jobs in the TIC with volunteers should be removed. Roddie will ask for these revisions to be made.

RM

7.2 Crescent Development

The Executive Director has been appointed (Louise Cross) and Liz is now Head of Engagement and Events.

RS

Dick is in discussion regarding new panels on the hoardings to advertise the Cavendish Arcade shops, with possibly some space available for Buxton Town Team.

7.3 Vision Buxton

The directors have agreed to investigate setting up a Business Improvement District, Roddie will keep us informed.

RM

8. PROJECT UPDATES & PROPOSALS

8.1 Project Status Report

The APTT Group is referenced as developing projects from the Transport Conference, it was agreed it would be better to regularise it as a group: Janet and Tina will draft Terms of Reference for discussion at the next meeting.

JM/TH

Following on from discussions in December, it was noted that the project proposal form and the expenses claim form have been amended as agreed, the new versions were approved. It was also noted that setting a zero budget is unrealistic, all projects should be underwritten to an agreed amount, even if the aim is to break even.

8.2 Project Closing Reports

Reports for Tour of Britain 2015, Buxton in Bloom 2016 and Merchandise were accepted and can go on the website.

JM

Amendment was requested to the Buxton in Bloomin' Winter report to reflect the range of opinion on the decorations.

JE

It was agreed that Claire will write a closing report for Regeneration of Ashwood Park, including recommendations for maintenance work to continue as an ongoing activity.

CM

Other outstanding reports due:	Buxton Open Gardens 2016	RM
	Access Parking Traffic & Transport Conference	RM/TH
	Buxton Railings Clean 2016	JM/TH
	The Big Buxton Spring Clean (and Railings Clean) 2015	JM/TH
	Talking Signposts 2016	JE/JJ

8.3 Buxton Spring Fair 2017

Enough volunteers have been recruited to help and a revised project proposal had been circulated. The project was approved, underwritten to a maximum of £2,000, but with the intention of breaking even. Save the Date emails have gone out to all potential participants, other jobs have been allocated and are ready to go. The project leader is Richard Lower, a director needs to be appointed to provide the formal link with him. RM

8.4 Buxton Railings Clean

A project proposal had been circulated. A provisional date of Tuesday 25th April has been agreed with Buxton & Leek College. The project was approved, with a budget of up to £200. Suzanne is the project leader. SP

8.5 Buxton Garden Trail 2017

A project proposal had been circulated. Jo Holdway is the project leader, Roddie will be the link with the Directors, and will stress the need to seek approval from the Communications Group for any printed materials. The project was approved underwritten to a maximum of £600, but the intention is to make a surplus of about £600. RM

8.6 Peak District Boundary Walk Launch Event

A project proposal had been circulated. The proposed date is Saturday 17th June, the intention is to run a specialist market in conjunction with Buxton Markets CIC, at the same time as all stages of the walk are being completed by Friends of the Peak District. It was noted that the day is National Civic Day so it is possible the Civic Association might agree to be involved and contribute towards the costs, Simon will enquire. The project was approved with a budget of £250, but the aim is to cover the costs through other means. Tina is the project leader. SF
TH

8.7 Buxton Spring Clean 2017

Charles Denton is looking to get the Scouts involved in volunteering with the Town Team. It was agreed this would be a suitable project for them to take on, Suzanne will explore the idea further. SP

9. UPCOMING TOWN TEAM MEETINGS

9.1 Ideas & Action Meeting

Wednesday 15th February - Disability Issues, Dick is contacting suitable contributors. RS
 Tuesday 14th March - confirmed we should invite the Buxton Crescent Heritage Trust to come and talk to us. RS

10. MEETINGS WITH OTHER ORGANISATIONS

HPBC, Tuesday 6th February: The topic is Townskeeping, it was agreed Roddie, John and Simon will attend, Dick will be there representing Vision Buxton, there will be representatives from BCA and the Buxton Group. RM/JE/SF

11. ANY OTHER BUSINESS

11.1 PARKING ORDER CONSULTATION

DCC Highways are proposing major changes to on-street parking and asking for responses before 10th February. Terry Crawford is organising a meeting of interested groups and has invited Buxton Town Team to attend. It was agreed we should be involved, and that Roddie and Tina will represent us. It was also agreed that the APTT Group will define our views on the various proposals at their meeting on 31st January. TH/RM

12. DATES OF NEXT DIRECTORS' MEETINGS

The dates of future Directors' meetings were confirmed as:

Wednesday 22nd February at 8pm

Tuesday 21st March at 7:30pm

Tuesday 25th April at 7:30pm

in the Old Hall Hotel. The venue for the General Meeting on Tuesday 11th April is yet to be confirmed. RM