

BUXTON TOWN TEAM

NOTES ON THE DIRECTORS' MEETING HELD ON TUESDAY 15TH JULY 2014

Present: Charles Jolly, Janet Miller, Joe Dugdale, John Estruch, Rachel Hoodith, Roddie MacLean, Sarah Rawlinson, Tina Heathcote

Apologies: Jean Ball, Philip Barton, Richard Silson

1. NOTES OF PREVIOUS MEETINGS

It was agreed that the notes of the meetings on 16th June represented an accurate record, and can be posted on the website.

It was in addition confirmed that we wish to open an account with the Manchester Credit Union; that we will abide by their social objects, rules, policies and procedures; that the individuals representing us have provided all the information required; that the MCU can rely on those individuals until it receives written notice of any change.

JM

2. IDEAS & VISION GROUP

Notes of the last meeting on 11th July had been circulated. Attendance was very good. As well as general project business there presentations from five other organisations about visitor attractions, with some discussion of how the Town Team could help but also discussion between them as to how they could better collaborate. It was agreed that this type of format would be appropriate three or four times a year, as presentations from others can generate fresh project ideas (eg Buxton in Bloom) and meets our aspiration to be the 'umbrella' organisation.

3. COMMUNICATIONS GROUP

The group met last week and the notes have been circulated. They are recognising that they need to understand the impact of the various activities to ensure effective use of their time.

They recommended that @buxtontownteam email addresses were set up only for functions (eg signposts, treasurer) rather than for individuals; after some discussion this was accepted. It was noted that there are pros and cons to people using their personal email addresses for town team business, and that people can set up as many personal email addresses as they wish. The fact that our website host automatically deletes emails after only a few months is an issue, however, and the Communications Group will look into this.

The group were also asked to look into the options for shared 'cloud' storage of important documents.

It was also agreed that business cards and 'with compliments' slips should be provided, Janet will arrange this; it was suggested that a QR code directing people to the website could be included on the business cards.

JM/TH

JM/TH

JM

4. SCRUTINY GROUP

Charles reported that they had met recently, and there were no issues of concern. They had asked a number of members about joining the group with no success to date, a number of alternative possibilities were suggested.

5. MEMBERSHIP & FINANCES

5.1 Current Position

The number of members is now 157, and we have 388 'Likes' on Facebook.

Philip had circulated a financial report, HPBC have transferred the outstanding £4,000 Town Team Partnership money, and cash assets now total £10,059.70. Expenditure in the last month has been low (£157.85 for picture framing and miscellaneous expenses) while there has been significant income (£938.82, primarily £487 from the Waitrose Community Fund for the Spring Fair, plus map sales).

Roddie commented that delegates to the ATCM conference had been very impressed that we had spent almost £8,000 of our Town Team Partner money, and still had a balance of around £10,000 in the bank.

5.2 2013 Accounts

The statutory accounts have been signed off and can be submitted as soon as Form CIC34 has been completed; Janet and Roddie will do this.

There is an outstanding action on Janet to post the accounts on the website.

5.3 Manchester Credit Union

All the necessary paperwork has been completed. It was confirmed that £4,000 should be transferred from the Co-op current account as soon as the account was opened.

RM/JM

JM

PB

6. PROJECTS UPDATE

6.1 Monitoring and Reporting of Projects

John had circulated his proposals for a monthly project report form. It was agreed that all projects should use the same form regardless of the perceived risks at the start of the project. Concern was expressed that the reporting should be meaningful, but not too onerous; it was suggested that John should complete as much as possible of the form so that it could simply be updated by the project leader, and that some leaders might need mentoring. It was agreed that the system should be piloted on the next new project.

JE

6.2 Talking Signposts

So far twenty people have signed up to take part, and most shifts for the next fortnight have been filled. The self-managing rota via doodlepoll is working well. The first Sunday was busy, proving it was the right decision to include, and with experience, minor adjustments are being made to the detailed arrangements.

It was noted that Netta had set up an information table at the Railway Station. The idea was that this should just have information about Buxton attractions, however someone had offered a leaflet holder and this was now being filled with leaflets for attractions elsewhere in the country; it is presumed that this might be a commercial company taking advantage of Netta's (hard won) arrangement with Network Rail. Tina is investigating.

TH

6.3 Illustrated Map

To date 59 rolled and 10 framed maps have been sold, income to date is £989. Philip will continue to sell both direct and via retailers. A framed copy was presented to HPBC this evening at the full council meeting.

PB

The agreement with the artists re copyright and profit is ready for signing, Joe will arrange this.

JD

6.4 Buxton in Bloom

Judging of the local competitions took place last week, the winners will be in the Buxton Advertiser.

Judging by the East Midlands in Bloom panel took place this morning. Roddie led the tour, and the judges were impressed with the community engagement at least. We will find out the results at an awards ceremony in September. In other East Midlands competition entries, Haddon Hall was being judged this afternoon, two neighbourhoods will be judged separately later this month. Steve Caddy had produced an excellent portfolio which will be posted on the website.

JM

6.5 Street Art Phase 1

The grand unveiling of the George Street paintings by the Community School and Buxton and Leek College was this morning, and had gone well. It is planned that more panels will be painted by others soon.

6.6 Artisan Markets

Sarah had brought along very preliminary data from the analysis carried out by the students. The full report will not be available until late August, but it was agreed that a recommendation should be made to the Licensing Committee as soon as possible, as to whether or not the Artisan Market should continue beyond September, and if so where. A Phase 1 report can be produced within a fortnight, John and Sarah will agree the key data that is needed in order for us to base our recommendations.

JE/SR

It was agreed that this will be the main topic for the 18th August Directors' meeting, Roddie, Sarah and John will organise the agenda. Alan Thompson, Linda Baldry and Rachel Quinn will be invited.

RM/SR/JE

As regards the longer term regeneration of the market, Roddie will convene a meeting of interested parties.

JM

RM

6.7 Hardwick Hall

Trevor has completed on purchase and taken possession of the building. Roddie will be involved in some work on the project via his wife's company Creative Heritage. It was agreed that while this was an interest that needed to be declared, at this stage there appears to be no conflict; this will need to be kept under review.

CJ/DB

It is possible that the Green Man Gallery may relocate here, it was agreed that this is between them and Trevor. Roddie will ask Trevor to convene a meeting of all interested parties to discuss the best use of the building, and will arrange for people who have not seen inside the building to do so.

RM

6.8 Merchandise

Tina and Philip are drawing up a project proposal.

TM/PB

7. PLANNED TOWN TEAM MEETINGS

7.1 Ideas & Vision Meetings

It was agreed that the August meeting could usefully consider 'Beautifying Buxton - Where Next?', with a report on projects to date plus planning for the market place, Ashwood Park and so on. By request of the Communications Group, the September meeting could look at communications - what members want and how they can contribute.

RS

7.2 General or Open Meeting

This topic was held over to the next meeting.

RM

8. MEETINGS WITH OTHER ORGANISATIONS

'Meeting About Buxton' - There is an outstanding action on Roddie to write up his notes and circulate.

RM

ATCM Conference 24-26th June - Roddie attended, and will circulate his report.

RM

Meeting with Buxton College - Tina, Janet and Helen had met with Marilyn Breeze who organises volunteer placements for college students. Janet will circulate the notes shortly.

JM

9. ANY OTHER BUSINESS

9.1 Water Slide

This topic was held over to the next meeting.

RM

10. DATES OF NEXT DIRECTORS' MEETINGS

Dates for the next few months were agreed as follows: Monday 18th August; Tuesday 16th September; Monday 13th October; Tuesday 11th November; Thursday 11th December.

All are at 7:30pm. Janet will arrange accommodation with the Old Hall Hotel for all dates.

JM

JCMM

16 July14