

BUXTON TOWN TEAM

NOTES ON THE DIRECTORS' MEETING HELD ON MONDAY 18th NOVEMBER 2015

Present: Claire Millard, Janet Miller, Joe Dugdale, John Estruch, Richard Silson, Roddie MacLean, Sarah Rawlinson, Simon Fussell, Tina Heathcote

Apologies: Charles Jolly, Philip Barton

1. NOTES OF PREVIOUS MEETINGS

The notes of the 19th October meeting were agreed to be an accurate record and can be posted on the website.

JM

2. BOARD, DIRECTORS AND OFFICERS

4.1 Board Away Day

Roddie apologised for his outstanding action around evaluation, and will contact everyone individually.

RM

4.2 Directors Search

The search committee had met and evaluated the skills of the current directors, and identified where we have gaps. They noted that the four founding directors come to the end of their first term on 21st November, but recognised that they had developed useful skills and experience in that time. Three of them (Janet, Roddie and Tina) were willing to stay in post for a further term if required, Joe had decided that he wished to stand down. In seeking a new director, the team suggested someone with experience working with young people, and a link to the Fairfield area of the town. Experience in retail would be useful, but they recognise the difficulty in finding a retailer willing to take it on. They proposed that Janet, Roddie and Tina be co-opted to serve a further term of up to three years, subject to approval at the next general meeting; this was approved.

They further proposed that between now and the general meeting we search for someone with the required profile for appointment at that meeting, and asked for suggestions for possible candidates.

All

Joe was thanked for his valuable contribution in helping to set up the Town Team, and as a director helping to steer it through its first three years.

4.3 Directors & Officers Indemnity

Simon had circulated a note with indicative costs, which were higher than anticipated. It was agreed that we should assess the risk and decide if it is something we actually need. John and Simon agreed to do this.

SF/JE

3. IDEAS MEETING

Notes of the last meeting had been circulated. It was well attended again, and there were no problems this time with the venue. In the absence of anywhere more suitable it was agreed to stay with the Railway for the time being. It was suggested we could rename it the Ideas & Action meeting, this was agreed.

**RS
JM**

4. COMMUNICATIONS GROUP

Notes of the last meeting had been circulated. Since the meeting the group have worked out a viable way to upload photos onto the Town Team Flickr site and will send round a link as soon as a few more albums are up there.

JM

5. SCRUTINY GROUP

There was no report from the Scrutiny Group.

6. MEMBERSHIP & FINANCES

6.1 Current Position

The number of members is 217. Facebook Likes are at 883, with 251 followers on Twitter.

Philip had circulated a financial report, showing current cash assets at £10,924, with £150 due in from Waitrose to go towards Buxton in Bloom..

6.2 Donation

We had received an unexpected donation of £200 from an individual in Dove Holes, thanking us for our work and specifically mentioning the flowers and the bikes around town. Tina has written an interim thank you note. It was agreed that the money should be put to underwrite next year's Buxton in Bloom project, which we expect will incorporate the bikes with added flower baskets. Tina will write again to advise the donor of this, and incorporate our (anonymous) thanks in a press release at some stage.

TM

6.2 HMRC

Rob Layton was not available to attend this meeting, Roddie will ask him to attend the January meeting.

RM

7. TOWN MATTERS

7.1 Nestle Site Proposals

A meeting of the five groups (Buxton Town Team, Vision Buxton, Transition Buxton, Buxton Civic Association and The Buxton Group) had been held and they had agreed to draw up a joint statement for the groups to endorse as their remit. It was agreed that regarding pedestrian connectivity, we should request the word 'approve' to be replaced with 'support'. It was also suggested that the wording about sustainable build could be clearer.

RS

Dick reported that Peak Rail had held a very positive meeting with Alps Group, who look after Nestle's property portfolio. Apparently they are willing to accommodate the railway, and agree a mutually beneficial land swap deal. CPG were not present and not mentioned in the discussions, their future involvement is unknown.

8. PROJECT UPDATES & PROPOSALS

8.1 Project Monitoring and Reporting

John had circulated an updated project status report, a number of closing reports are still outstanding.

Joe is still willing to work on the Schedule of Ideas, for director approval before going back to the Ideas Meeting.

JE
JD

8.2 Buxton Spring Fair 2016

A project proposal has not been drawn up because Janet is still in discussion with the University about their role next year. It was agreed that initial 'save the date' emails can go out to potential participants pre-approval, with the project proposal to be brought to the December meetings.

JM

8.3 Open Gardens 2016

A project proposal had been circulated. The project would be restricted to just an Open Gardens weekend, as a pilot for a larger event in 2017. A key concern was around costs, which it was felt could be substantially reduced, for instance by printing maps in house. There was also concern about how realistic it was to sell 100 maps at £5 each, but noted that other Open Gardens festivals in the area do seem to be able to charge this much and attract large numbers of visitors. Following discussion it was agreed we approve the project, and underwrite it to a maximum of £200, with the expectation that it will break even or generate a surplus. It was also agreed that Roddie will join the project team in a mentoring role. John will contact Jo and Dave to advise them of the outcome and the procedures for monitoring progress.

RM
JE

8.4 Access, Parking, Traffic & Transport Conference

A project proposal had been circulated. The University have agreed to host the conference, and make the triple room available on Wednesday 9th March. Simon volunteered to join the project team. The project was approved with a budget of £250.

8.5 Big Buxton Railings Clean

Tina reported that the Buxton & Leek College students had applied to the Guinness Book of Records for the world's longest railings clean, and were proposing this would take place on Tuesday 26th April. Tina will draw up a project proposal for presentation to the December meetings.

TH

8.6 Buxton Market Revitalisation

The project team are making good progress. The registration documents have been sent in to Companies House; we have visited several markets and a stall manufacturer; a job description has been written and is open for applications; MM&B are working on the branding; paperwork for membership and loan agreements are being drawn up; John is meeting Frank Hawsley to discuss DCC support next Friday. It was agreed that Buxton Town Team should join as a corporate member of Buxton Markets CIC in due course and should consider offering a loan.

9. UPCOMING TOWN TEAM MEETINGS

9.1 Ideas Meetings

The next meeting is Thursday 10th December. It was agreed that in addition to project proposals and updates, we should aim for a celebration, possibly with games. Dick will agree the detail but ideas are welcome.

RS

10. MEETINGS WITH OTHER ORGANISATIONS

Hardwick Hall Stakeholders Group: The next meeting is on 30th November, Tina is unable to attend, Janet will represent the Town Team in her place.

JM

Crescent Stakeholder Group: We have been asked to send a representative to attend these meetings, which will be quarterly. It was agreed Tina will accept and be our nominee, but that others might attend when appropriate.

TH

Visit Peak District Geo-Tourism Conference: No-one is available to go, but Sarah will be able to report, as the university will be participating.

SR

11. ANY OTHER BUSINESS

11.1 Indestinate Project

Vision Buxton have agreed to go ahead with the project, we will be asked to help with recruiting volunteers.

RM

11.2 Waterside Care

Claire is meeting Les Warren with HPBC on 2nd December and will report to the next meeting.

CM

11.3 Methodist Church Roof

The application for solar panels has been approved, against the officers recommendations.

12. DATES OF NEXT DIRECTORS' MEETINGS

Dates for the next few Directors' meetings were agreed as:

Wednesday 16th December 7:30pm (this will be in the University Dome)

Thursday 28th January 7:00pm (note earlier start time)

Tuesday 23rd February 7:30pm

Monday 14th March 7:30pm

Wednesday 20th April 7:30pm

Janet will arrange for rooms with the Old Hall Hotel.

JM