



Present

Denise Anderton (Chair)	Hull and East Yorkshire Community Foundation
Steve Trynka (Vice Chair)	Rollits
Ian Kelly	Hull & Humber Chamber of Commerce
John Holmes	Hull Forward
Steve Allbones	Viking FM
Cllr Calvin Neal	Hull City Council
David Laycock	St Stephen's
Mike Killoran	Princes Quay
Victoria Jackson	Kingston Recruitment
Amanda Austin	Prospect Centre
Steve Tradewell	True-Budget Accommodation

In attendance:

Ken Baldwin	Hull City Centre BID
Kathryn Shillito	Hull City Centre BID
Insp Lee Edwards	Humberside Police
Kevin Priestley	Hull City Council
Alison Oliver	Chamber of Commerce

1. Apologies for absence

Apologies were noted from Janet Reuben.

**ACTION
POINTS**

2. Board Vacancy

Ken Baldwin reported that the vacancy has appeared on both the website and in the newsletter. It was highlighted that Richard Duxbury from the Hull Daily Mail had expressed an interest to a number of Directors given the Hull Daily Mail's membership of the original shadow board. It was felt that this would be a beneficial move as Richard holds a senior managerial position within the company. It was agreed that Ian Kelly would write to Richard accordingly. It was also agreed that Board members should suggest any 'independent traders' to Ken Baldwin that may be interested in the Board. It was agreed that two 'independents' should be identified to join the Board.

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3. Minutes

The minutes from the meeting held on 20th January 2009 were agreed as a true and correct record.

4. Matters arising

Hull BID Radio System

Ken Baldwin tabled an update on the Radio System. He reported that three quotes had been obtained for a new radio system that would be operational within the BID area only. A copy of the best quotation formed part of the report. A letter had been sent out to retailers about having a new radio system in place as the current contract is up for renewal in April. Ken Baldwin asked the Board to approve the quotation. It was suggested that clarification on what the warranty covered needed to be gained, but in principle the quotation was agreed.

Three Month Management Accounts

Ian Kelly clarified the point raised regarding staffing costs at the last meeting. This was due to Ian Bough finishing two months before Kathryn Shillito started.

Car Parking

It was reported that the budget for car parking had gone through and car parking charges had been bought down to £1.80 for two hours in line with bus fares, this would be effective from April 2009.

5. Five Month Management Accounts

It was asked why the BID was under budget by £32,000, it was reported that this was primarily due to timing issues and would come back into line later in the year.

Hull Forward's committed spend to the BID for the next 3 years was commented on. Ken Baldwin indicated he would speak to John Holmes to gain clarification on the current position following their budget review.

6. City Centre BID Managers Report

- i) General Review. Kathryn Shillito tabled a report on the Cleaning and Maintenance statistics. It was agreed the Task Officer would speak to those with repeat problems in the city centre.

Kathryn Shillito reported that she had created a new section on the website entitled 'Ask Kathryn' which would provide a 'one stop shop' in which she can be contacted.

The question was raised if graffiti was actually reported as criminal damage. It was felt that if this was reported then it would be easier to try and stop it being done. It was suggested Kathryn Shillito consider producing a report to send to Lee Edwards at Humberside Police of all graffiti found.

A report was given on the empty Argos retail unit which now had new graphics displayed at the windows. A picture was tabled. The graphics are making a big difference to the appearance of empty shops in the BID area and this approach will also be carried out on the empty units in Whitefriargate. It was reported that the first draft for the Whitefriargate plans had still not been seen but when this had been completed this would be given to Hull Forward.

The Trinity Square piazza project was still ongoing. There are plans to make alterations to the street furniture and put in some entertainment into the area. The opportunity was there to create a restaurant quarter and this is being worked on at the moment. The aim of the piazza area would be a family friendly area with lots of tables and chairs which also helped to avoid creating a 'vertical drinking zone'.

- ii) It was reported that progress was being made with Hull City Council events, a schedule of future events was also tabled. The BID was adding value to these events where possible and is working with Phil Haskins on a St George's Day event in April.

The University graduation days take place in July and this brings in around 17,000 to 18,000 visitors to the City. It is now planned to have support officers situated around to help direct people from City Hall to the Guildhall. The big screen will be used and leaflets distributed which will hopefully feature discounts at retailers around the City. This was used last year and if it was felt that this was a good experience and very positive feedback was received. It is also being discussed to place advertising and maps in the University graduation brochure.

It was suggested it might be necessary to bring in additional support officers on a volunteer basis to assist with the graduation. The marketing team was to speak with John Pywell with regards to this.

Ken Baldwin reported that Christmas was a key time for the city centre and they have spoken with a market from Frankfurt. This market has about 40 traditional wooden market stalls and would be placed in Queens Gardens. The Frankfurt market is very keen to come to Hull and discussions as to the contract are currently in place. Ken Baldwin is also tentatively looking into the idea of an ice rink.

7. Hull City Council City Centre Report

Kevin Priestley reported that plans for Queens Gardens was definitely going ahead and had brought along a model and drawings for information. The completion date for this project had been set at mid October. Queens Gardens will also be the location for the Saturday market in the long term and it also hoped to feature two public works of art. A penalty for the builders has been put in place if the build does not complete on time.

The empty shop facelifts as placed on the Argos shop front will be used in Whitefriargate and then rolled out across the City.

Lighting at Queen Victoria Square is going through a tender process however this needs to be completed by the winter.

Steve Tradewell put a question to Kevin Priestley with regards to the J C Decaux contract with the Council for advertising across the City. Steve explained to the Board that J C Decaux have a monopoly over advertising in the City and this left no option for anybody to advertise unless it went through J C Decaux. Kevin Priestley explained that this contract was decided 4 years ago and was agreed for 12 years therefore the Council cannot retract on a contract already in place. However Kevin Priestley confirmed that they would try and approach them again. It was requested by Steve that the option to advertise on shop fronts be clarified. Kevin Priestley agreed to look into this.

KP

Victoria Jackson raised the possibility of lighting up Trinity Church. Ken Baldwin had confirmed that this was something that had been considered but looking into cost, it was working out more expensive than first thought. If floodlights are installed then the cost of running these was expensive which the church may not be willing to pay for, alternatively LED lights could be used, which cost less to run, but much more expensive to install.

8. Press Log

Kathryn Shillito reviewed the BID press log which had a focus on the court summons for the BID levy over the past month. Ken Baldwin commented that the BID had received reasonably bad press over this from the Hull Daily Mail as in his view they had not presented a balance of views in the reports. Ken Baldwin had spoken with Nick Graves following these articles and following this discussion an article was printed in which the BID was given an opportunity to air their side of the story.

9. Any Other Business

A question was raised to Kevin Priestley with regards to the Liverpool trip. Kevin Priestly confirmed that no date had yet been confirmed but the first week in April might be a possibility.

Victoria Jackson raised awareness to the group of PlayBuilder. £1.1 million has been granted from the Council to spend on new play ground sites across the region and into the City Centre. It was suggested that the BID might be interested to get involved in this project. Names to go to Ken Baldwin and Kathryn Shillito if any interest existed.

Kathryn Shillito handed round a drawing of the artists impression of the new centre at Storey Street. It was suggested by the Chair that for future Board meetings that any additional information be attached with the meeting papers to allow Board members to pre-read any information.

12. Date of Next Meeting

The next meeting would be at 10:00am on 12th May 2009.