

Sherborne Chamber of Trade & Commerce

**Minutes of the Executive COT Meeting: 1800 hrs
Monday 6th January 2020
Oliver's, Cheap Street, Sherborne**

ATTENDANCE: Jane Wood (Chair), Lauren Ottewill, Taff Martin, Nick Hunt, Patrick Coll, Sue Smith (President), Ian Crighton, Keith Bawden, Barnaby Baker, Jeremy Board, Bill Taylor

APOLOGIES: Stephen Taylor, Rachel Kilbee

1. MATTERS ARISING FROM PREVIOUS MINUTES

Previous minutes accepted

2. CHAIRMAN'S REPORT

Rachel is stepping down as Hon Sec to pursue a full time job. New secretary to be sought. Proposal to raise payment to £300/350 as it's been £250 for as long as anyone can remember

3. TREASURER'S REPORT

Natwest account £20,474.02
Paypal account £1917.83

4. MEMBERSHIP

LO Less payments are coming through on standing order this year so we may have to chase more people. Several cancellations received although we remain competitively priced compared to other Chambers with membership recouped via benefits if used.

5. MARKETING

5.1 Need to identify how best to engage with members. **KB** to design a Survey Monkey survey to go out via email, print and social media. Is there any Council money available to provide workshops etc once topics identified via survey? **BT** advises council budget will be agreed in 3 weeks and he can update us at our next meeting

5.2 Networking breakfasts – Nigel continues to organise but we would like more relevant workshops with local providers as speakers

6. ACTION GROUP REPORTS

6.1 CHRISTMAS

JW thanked everyone for their contribution to a fantastic day. **TM** taking over of Chairman of Festive Shopping Day, **JW** will stay in the background to help the transition phase

6.2 POLICE

JB has been engaging more with the Police although he leaves in 3 weeks. **JW** to attend next Shop Watch meeting

6.3 TOURISM FORUM

Funding has been given for Jane Adkins and Liz Murray to promote Visit Sherborne. The Discover Sherborne website has been taken down as there were too many websites doing the same thing. Wayfinding signs are now up and looking good. Sherborne has been receiving some good national PR with multiple journalists visiting The Eastbury recently. Abbey 104 and The Sherborne Podcast both keen to promote the town

6.4 SHERBORNE INDEPENDENT MARKET

This has now been handed over to Sherborne Indies with Jules Bradburn organising the first market in April. **JW** wrote to Frome to confirm the handover and in the absence of a response we

assume they are happy with the outcome. No money can be handed over unless or until a CIC is created by Sherborne Indies

6.5 ENVIRONMENT

ST to update at next meeting

7. CHAMBER EVENTS

7.1 Business Conference – **KB** has produced a draft schedule with an agenda including learning sessions and networking breaks. Suggest we offer one free or heavily subsidised ticket per member with further tickets available at full price. We need to investigate a venue bearing in mind we'll need catering and drinks as well as AV. Suggestions so far are Leweston, Boys/Girls School, Digby Hall, Grange. All to explore options for this and speakers. Perhaps get drinks sponsored.

7.2 AGM suggested date June 1st at Digby Memorial Church Hall. **JW** to book and confirm

8. MEMBER BENEFITS

PC to arrange for membership cards to be printed. **KB** suggests Vistaprint or Trade Print

9. DEFIBRILLATORS

9.1 **SS** advises we cannot release list of defibrillators as we may be held liable if one is out of use or no longer in situ. Advise all owners to upload onto national database

9.2 Agreed to sponsor a defibrillator outside Waitrose at a cost of £100pm which includes all servicing and checking. **SS** to follow up

10. INDIES

No activity recently, meeting expected in near future. **ST** to update at next meeting

11. AOB

11.1 Dorchester Chamber want to arrange a joint breakfast at Leweston. Suggest September 8th once schools are back

11.2 Summer Festival has been confirmed as July 4th to tie in with Independent's Day. **TM** to send a proposal to the Chamber with various prices and options. We are keen to ensure visitors are encouraged to visit the town as well as the festival. Could we have a market in the town?

DATE OF NEXT MEETING - MONDAY 3RD FEBRUARY 2020