

MEETING NOTES FROM PAISLEY FIRST'S AGM MEETING

25th August, 2016

Board Attendees

Ian Henderson (Chairman)
Graeme McGowan
Maureen Hill
David Wallace
Peter Pringle
Ken MacDonald
Mary Crearie
Joyce McKellar
Gordon Hunt

Support to Board

Andrew Mitchell - PF Manager
Meg Curran - Project Leader
Melanie Hughes - Project Leader
Matt Hillin - Advisor to Board
Tom Johnson - Advisor to Board

Apologies

Kirsty Atherton - Director
Adrian Kerr - Director
Ronnie Saez - Director

Meeting Notes Taker

Melanie Hughes

Agenda Item	Discussion Topic	
1.	ATTENDANCE & APOLOGIES	
	<p>Ian welcomed the BID Members to the AGM and informed that Kirsty Atherton and Ronnie Saez have had given their apologies. Over 50 BID members were in attendance. Tom Johnson and Matt Hillin were welcomed as advisors</p>	
2.	CONFLICT OF INTEREST	
	<p>No conflicts of interests were declared.</p>	
4.	BOARD MEMBERS	
	<p>There were three nominations for the five Director positions open on the board, so there was no requirement to have a vote. The three new Directors are: Thomas Sinclair, Colette Cardosi and Jason Smith. Joyce McKellar and Gordon Hunt stepped down (present) from the board. Kirsty Atherton (apologies) and Adrian Kerr (apologies) also stood down as Directors.</p> <p>It was noted that there were four late applications for Director positions which will be considered by the board at the next board meeting.</p>	

5.	BID MANAGER'S PRESENTATION	
	<p>Andrew Mitchell presented a synopsis of the recent projects that PF have delivered and are currently working on. These included:</p> <p>The Pride of Paisley art trail The PoP has exceeded all expectations - This was a team project consisting of David, Ian, Matt, Colleen, PACE and Paisley First. Andrew expressed his thanks. Summary: 25 lions were painted by artists / 40 mini-lions were painted by 32 schools across Renfrewshire/50,000 trail maps were printed / 977 people downloaded the app / 136 trail slips (competition) have been returned / 25 businesses are using special offers / RAMH are carrying out frequent checks on the lions. <u>Comments / Feedback:</u> PF's PoP art trail is often associated with the council's 2021 bid / team. Further effort and clearer communication is needed to clarify this.</p> <p>Hanging Baskets: PF has piloted 75 baskets to date which has brought some more colour back into the town. PF plan to hang more brackets and baskets during Springtime, 2017. <u>Comments / Feedback:</u> Hanging baskets should be the responsibility of the council.</p> <p>Purple Flag: Certification for the evening economy to ensure maximum safety – working with the police, fire, ambulance and council, and undertaking a trial audit.</p> <p>Commercial Waste: Initiative to tidy up the town using external suppliers such as W.Tracey, Murdoch, Shanks, ACE. Next stage is to carry out a waste audit. <u>Comments / Feedback:</u> There were a number of comments regarding the shortcomings of the current waste collection and recycling. Paisley First should adopt more of a pressure group approach to tackling the issue of waste. Ian Henderson urged BID members to email any photos of littering issues to the PF office to enable them to collate evidence.</p> <p>Sponsorship of Paisley Music Week & the 10K: Andrew Mitchell noted that these events have increased footfall, helped to raise the profile of the town and generated positive press and social media coverage. Audit for both events to be undertaken.</p> <p>Paisley First Communication: PF are undertaking regularly adding new content to their website. Visitor numbers have been steadily increasing; April, 2016 - 401 visitors / August, 2016 - 2262 visitors. The Facebook page now has 1447 likes and Twitter now 1160 followers. PF are going to develop a "members section" to display specific information for BID members. Andrew Mitchell made the point that if BID levy payers are not receiving PF e-mails, then they should contact the BID Office with their email address. The Paisley Daily Express: Ian Henderson and Andrew Mitchell write a fortnightly column, and in general, the PDE generates positive coverage for PF.</p>	

6.	Future Projects	
	<p>PF'S BID Manager, Andrew Mitchell presented a quick synopsis of the future projects PF are working on. This includes, but is not limited to:</p> <p>The Pride of Paisley Auction, 21st October: Farewell auction event at the Normandy Hotel. Tickets will be available for members of the public, information can be found on the Paisley First website. The Normandy was chosen as it was the only venue with suitable availability. <u>Comments / Feedback:</u> The PoP auction clashes with the popular Spree Festival and it would have been better done in a public space where the town's residents could have participated and / or been witness to it. In response to this view, in addition to the auction a Farewell to the Lions event is planned for Paisley town centre</p> <p>Gable End Art: To brighten up the town and create focal points for discussion. Partnership working – PF is contacting the local artist community</p> <p>PF Shop Improvement Grants: Match funding of up to £1,000 to improve the appearance of town centre businesses. These grants would be available from September. <u>Comments/Feedback:</u> There was a view that the shop front improvement grant was a duplicate of the council's existing grant currently available to business owners and that it, in principle, creates competition. Ian Henderson pointed out that council grants were often of a higher monetary value and there were constraints placed on the grants. The PF Grant will be a straightforward grant to access.</p> <p>Paisley Bike Fest: £9,800 of Scottish Government funding has been secured to produce a sustainability event with the focus on cycling as part of European Mobility week. The event (County Square, 24th September) coincides with the last week of the Pride of Paisley exhibition, so a good turn-out is to be expected. Details are to be circulated.</p> <p>Commercial Waste: PF will carry out an audit to determine the amounts of waste being produced by businesses and prices currently being paid. These results will form a tender document.</p> <p>Utility Savings: Business Advisory Support has previously been used by PF businesses to make savings on their utilities. Andrew suggested that businesses don't need to use this free service but recommended that businesses look to change their utility supplier, especially their water supplier. BID levy payers can contact the Paisley First office if they would like Business Advisory Support. <u>Comments / Feedback:</u> There was some disagreement as to whether Business Stream or Clearwater were the cheapest water providers.</p> <p>Vacant Property: Paisley First have completed an audit and will be promoting vacant properties in the town centre. Ian Henderson discussed some of the more interesting properties on the High Street which could benefit from PF's role as an active marketeer. For example, Barclays Bank.</p>	

7.	FINANCIALS	
	<p>Ian Henderson presented the Paisley First finances and project costs</p> <p><u>Comments / Feedback:</u></p> <p>Why were the balance sheets not sent out with the AGM report? Ian Henderson took this as a valid point and it will be sent out with the AGM report for the next AGM. BID members asked about businesses who had not paid their levy. Ian Henderson stated that Sheriff Officers expected to collect £40,000 in outstanding payments. It was noted that there are still businesses in the BID area who are reluctant to pay as the perception is that PF has not delivered what was expected in the first 18 months. Andrew Mitchell pointed out that there has been an entirely new PF team and Chairman committed to delivering projects who are focused on delivering projects from the business plan.</p> <p>The point that rates in the town are too high and that the council would not move on this issue was raised by a few BID members. Another point regarding PF's role as being a voice for businesses was raised, airing the view that PF should be lobbying the council to bring down the rates. Tom Johnson agreed that the rates were too high (although there would be a rates review next year) and said it was incumbent on this group (BID levy payers) to speak to their landlords. Ian Henderson said that PF was exploring ways of making rates expertise available to BID members.</p> <p>Small businesses are struggling and do not have much money; yet, PF sent Sheriff Officers into those businesses. Ian Henderson made the point that Sheriff Officers are open to arranging payment instalments too. George Adams (MSP) raised the point that he had been served a "faulty" Summary Warrant from the Sheriff Officers. Andrew Mitchell / Ian Henderson agreed to look into why this happened and stated that Renfrewshire Council collect the BID Levy on behalf of PF.</p>	
8.	All Other Business (AOB)	
	<p>A representative of the SAUWS (Student Association) highlighted the need for continuing transparency and made the argument for publishing the Board decisions online. Ian Henderson agreed that this would be a good idea.</p>	
	<p>DATE OF NEXT MEETING: August 2017 or earlier as required.</p>	