



## MINUTES

### Bodmin Chamber of Commerce and Industry Meeting: MONDAY 20<sup>th</sup> May 2019 at 6pm The Westberry Hotel, Rhind Street, Bodmin

**Attendees:** Antony Wilson Eureka Economics Ltd  
John Newcomb Tanist  
Allison Perrin Bodmin College  
Sarah Horne Roscrea B&B  
Sam Chapman Barnardos  
Cllr Phil Brown (Treasurer) Cornish Lime  
Geoff Kestell Martin & Budge  
Lee Keats Martin & Budge  
Tomasz Rosinski Hoarelea  
Phil Ugalde Proper Cornish  
Joy Bassett (Deputy Chair) A P Bassett Solicitors

**Apologies:** Philip Taylor (Membership Secretary)  
Kim Pascoe  
Gill Jenkins  
Paul Miles Rogers (Chair)

#### 1. Welcome

JB welcomed everyone to the meeting and explained that she was standing in for the Chair, P M-R who was unable to make this evenings meeting.  
JB welcomed new Members Antony Wilson, Sam Chapman and Tomasz Rosinski to the meeting and invited everyone to introduce themselves.

#### 2. Agenda Items

Topic	Comment	Action	By who & when
Minutes from the last meeting	SH noticed she was not included as attending the last meeting. Otherwise everyone agreed they were an accurate record.  GK made the point that the minutes should be circulated two weeks before the meeting. JB apologised for them being late and thanked GJ for taking the minutes and that she was very efficient in having the minutes ready in good time, but JB confessed to not having had the time to confirm them.	Minutes to be updated	JB
Matters Arising	Nothing that was not already on the Agenda		
Member	JB reported that the Chamber's main priority is to		



<p>ship update</p>	<p>increase our membership by 100 new members before the next AGM in April 2020. So far, we have increased our membership to 40 with more follow ups to do in the coming weeks.</p> <p>A discussion took place about what members expectations are of the Chamber. GK raised the question; What is our Mandate? SH said she looks to Chamber for information, finding out about current affairs, national trends. Another member said it was about networking, interaction between business and opportunity for B2B relationships. JB asked if we should perhaps canvas the members for their thoughts on what they expected out of Chamber.</p> <p>JB reported that the steering group had discussed PT's idea of putting together a business directory. JB drew members attention to copies of the Lostwithiel Business Directory on the tables as an example.</p> <p>GK wants to see the Chamber support local events, like the Carnival and asked what are we doing to support this years event? He reminded the Chair that we did talk about setting up a raffle and businesses offering the prizes.</p> <p>Talking about events, JB introduced Sophie who is one of the organisers of the Riding and Heritage Day taking place 5<sup>th</sup> 7<sup>th</sup> There is plenty of opportunity for members to support what looks to be a fantastic event and directed members to the sponsorship flyer. (Please see attached – deadline is 7<sup>th</sup> June for any advertising)</p>	<p>Follow up on current leads</p> <p>To consider sending out a questionnaire to members</p> <p>Carried Forward</p> <p>Follow up on what happened to that idea</p>	<p>PU &amp; JB</p> <p>JB</p> <p>JB</p>
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Treasurers Report	PB reported there has been an update since the last meeting which he will bring to the next meeting. The figures recorded at the previous meeting was £2508. Since then there will be some renewal fees, sponsorship for the AGM and also a bill from the Westberry for the catering. PT to be asked about the bill.	JB to ask PT	JB
Plan of Action	JB directed members to the Bodmin Chamber 3D Plan that was on the table setting out our priorities for the next few years and explained that it come from the Vision for Bodmin Document. The two main areas of priority are: <ul style="list-style-type: none"> <li>1) Growing the membership, wanting to see 100 new members by April 2020</li> <li>2) Securing some funding to support a paid role for some kind of town manager post. In order to do that we first of all need to prepare a Town Business Plan</li> </ul>	Outline of a business plan to bring to the next steering group meeting	JB by 3 <sup>rd</sup> June to then be worked on by Steering Group members
Businesses of the Week	JB reported that so far we have had two members promoted as 'Business of the Week' Woolacotts and Mad Hatter's Tea Rooms. JB will contact them for some feedback. JB invited other members to take part. All members need to do to become the Business of the Week is to provide Karen Philips with some information about their business, and their logo and Karen, who has kindly been helping with the Chamber's social media, will do the rest.	Contact Woolacotts and Mad Hatters for feedback.	JB
Report on Strategy	PU informed the group Nigel Blackler, Head of Strategy for Cornwall Council is very keen to see Bodmin succeed and pleased to learn that we have been engaging with other stakeholders in the town to produce a shared vision document. The next step is to produce a joint action plan that details the roles and actions each stakeholder partner signed up to the vision will be responsible for.  JB reported that one thing she took away from a recent national 'Future of UK High Street' Forum	Explore	



	<p>was the importance of a Town Business Plan – A plan that demonstrates the town knows who they are, what sets them apart from other towns, they have a vision and know what the priorities are for the next 5, 10, 15, 20 years. Pretty much what we have already achieved, but the next stage is to underpin our vision and objectives document with a financial business plan that takes into account the collective aspirations of the stakeholders/partners.</p> <p>To ensure that the objectives of the Vision for Bodmin Document are fulfilled, the steering group recommended to the members that every 4<sup>th</sup> Chamber meeting to be used to invite stake-holder partners to give an update and progress report. Everyone agreed. Suggested starting date would be from the Launch date.</p>	<p>what a Bodmin Town Business Plan would look like</p> <p>Chamber to Host the Launch – to be discussed.</p>	<p>JB</p>
Tour of Britain	<p>JB informed the meeting that she recently met Dave Potter at a Cornwall Council event. He is the person responsible for bringing the Tour of Britain to Cornwall. He is very happy to come and talk to us about how these types of events work and how we can make the most of the day.</p>	<p>Contact Dave Potter with an official invite.</p>	<p>JB</p>
Branding Logo	<p>Some time ago, the steering group talked about a review of our branding and logo for Bodmin Chamber. JB explained there seemed to have been some confusion as Mark Talbot from Bodmin College informs her that one of their students have already produced a design as part of their course work. The design work has been on display in the Media Suit but is due to come down tomorrow.</p> <p>JB mentioned about Bodmin doing a Promotional film for Christmas along the lines of last year's VISA Christmas advert. 'All I want for Christmas is You' a local customer! She will speak to Mark Talbot tomorrow about the possibility of a student undertaking the work as a project.</p>	<p>Members to visit the college to see the work before the exhibition get dismantled and report back to members</p> <p>Explore the possibility of the college making a promotional film for us.</p>	<p>JB &amp; PU</p>
Bodmin Business	<p>JB reported that unfortunately no-one attend the meeting except for a Chamber member from St</p>		



s Group	<p>Breward. Such a shame as Derek Cousens gave a very helpful talk on getting ready for Digital Tax. It may have been due to it being the first day back after the Bank Holiday weekend. Next Breakfast meeting is the 4<sup>th</sup> June at the Westberry Hotel at 8am.</p>		
Chamber Events	<p>JB informed the meeting about the Re-Imaging our Towns Conference on the 27 June at the St Austell Business Centre and encouraged members to go. You can book your place here. <a href="https://www.cornwallchamber.co.uk/events/details/reimagining-our-towns-conference-4621">https://www.cornwallchamber.co.uk/events/details/reimagining-our-towns-conference-4621</a></p>		

### 3. A.O.B

Bodmin College	<p>Ali Perrin talked about the Business Enterprise Days and the Employability Workshops coming up in July and the opportunity for members to get involved by coming along as Judges and helping with interviews. A number of members signed up, but there is always room for more. Please see attached forms which can be completed and emailed back to Ali <a href="mailto:AXP@bodmincollege.co.uk">AXP@bodmincollege.co.uk</a></p>		
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The meeting closed at 19.49