

**BID4Oban Board Meeting**  
**Minutes of meeting held at Oban Community Fire Station on**  
**17<sup>th</sup> May 2016 at 6.15pm**

<b>Present</b>	Andrew Spence (ASp - chair), Jim Smith (JS) arrived 6.29pm, David McGregor (DM), Councillor Roderick McCuish (RM), Graeme Bass (GB), Elaine Smith, Tony Cave (TC)
<b>In Attendance</b>	Derek Connery (DC), Yvonne MacLean (YM)
<b>Apologies</b>	Francis Dickson (FD) Nicky Archibald (NA), Alex Needham (AN)

<b>Item</b>	<b>Content</b>	<b>Action</b>
	<p><b>Declarations of Interest</b></p> <p>No declarations of interest were declared.</p>	
10516	<p><b>Minutes of previous Meeting for approval:</b> 26<sup>th</sup> April 2016</p> <p><b>Proposed:</b> David McGregor</p> <p><b>Seconded:</b> Graeme Bass</p>	
20516	<p><b>Matters Arising</b></p> <p><b>Fireworks</b> – still no funds in the bank account. Scottish Sea Farms to be contacted directly with Heart of the Community Committee copied in.</p> <p><b>Bollard Painting</b> – email received highlighting correct procedure and insurance implications regarding BID4Oban employer and public liability insurance. No painting will be undertaken before 29<sup>th</sup> May.</p> <p><b>Hanging Baskets</b> – slight delay from supplier as he was waiting on plugs for the baskets. Land Engineering have tentatively agreed to erect the baskets. Land Engineering are also considering improving Gibraltar Street and will work with BID4Oban to achieve a suitable outcome. <b>DC</b> suggested a £2,000 cost to BID4Oban may be required.</p>	<p><b>Action: DC</b> to write Scottish Sea Farms requesting information and clarification regarding the Fireworks funds.</p>
30516	<p><b>Finance Report</b></p> <p>6 month Budget Review has been completed by David and Derek. Winter Festival funds were mistakenly omitted from report. £2,000 needs to be added to the Events Budget.</p>	<p><b>Action: DM</b> to check lease agreement and adjust report.</p>

	Lease of 43 Stevenson Street will need to be checked to insure the correct amount is being paid.	
40516	<p><b>Chief Executive Activity Report</b></p> <p><b>Oban Live:</b> BID4Oban provided help in kind in the form of ticket sales and letter deliveries, storage and acceptance of deliveries along with the event grant of £1000.</p> <p><b>Rotary:</b> Letter sent to Rotary informing them of their successful grant.</p> <p><b>Motorfest:</b> 2<sup>nd</sup> BID Led event doubled in size from the original event in 2014, planning underway for a 3<sup>rd</sup> successful BID Led event.</p> <p><b>Banners / Bunting for George Street:</b> Delivery expected by Friday 20<sup>th</sup> May, Common Good Fund has granted £600 to BID4Oban towards the bunting.</p>	
50516	<p><b>Board Meeting Protocol</b></p> <p>Board agree in principle with additions as follows: Confidentiality, attendance at meetings as an expectation along with declarations of interest to be in all minutes.</p>	<b>Action: DC</b> to add and distribute to Board Members
60516	<p><b>AOB</b></p> <p><b>Developing Young Workforce Working Group.</b> DM attended the working group as DC was on holiday. Contact to be made with Peter Darling and Lesley of WHHA to inform them of the group and the potential benefit to their organisations.</p> <p><b>Lomond and Argyll BT Phone Book –</b> delivery to all businesses however the postcode PA34/5 is not included in the directory as a free listing unless a paid advert appears.</p> <p><b>Oban Live:</b> Daniel Gillespie has contacted BID4Oban about business feedback from the event. Board agree that the event was a positive one for the town and want a greater involvement if there is a similar event next year. If, in 2017, more local levy payers were involved BID4Oban would be more likely to grant a larger financial contribution to Decade Events. Potential for BID4Oban to be more involved with the Fringe aspect of the event is also a possibility. A bar-be-que in Stafford Street, organised and run by a local levy payer, during the Oban Live weekend resulted in a complaint</p>	<p><b>Action: DC</b> to contact Aileen Goodal regarding local contacts Peter Darling and Lesley from WHHA</p> <p><b>Action: DC</b> to formulate a newsletter to levy payers about the issue</p> <p><b>Action: DC</b> to contact the local businesses who attended the Oban Live Event for feedback.</p>

	<p>to the Council from another local levy payer however RMcC explained that anyone can apply for permission to use the site. This year's bar-be-que was run with all the appropriate permissions granted.</p> <p><b>A-Boards:</b> A-Boards are again appearing with one board chained to a sign post along George Street. <b>RMcC</b> stated that the Area Committee is 100% behind finding a solution by working with businesses to discourage the placement of A boards.</p>	<p><b>Action: RMcC</b> to supply written communication which BID4Oban will distribute via MailChimp informing Levy payers of the no tolerance towards A-Boards.</p>
	<p>Board Meeting ended 7.30 pm</p> <p>Date of next meeting  <b>Tuesday 21<sup>st</sup> June 2016 6.15pm</b>  <b>VENUE – OBAN COMMUNITY FIRE STATION</b></p>	