

BID4Oban Board Meeting
Minutes of meeting held at Oban Community Fire Station on
26th April 2016 at 6.15pm

Present	Andrew Spence (ASp - chair), Jim Smith (JS) arrived 6.20pm, David McGregor (DM), Councillor Roderick McCuish (RM), Nicky Archibald (NA), Graeme Bass (GB)
In Attendance	Derek Connery (DC), Yvonne MacLean (YM)
Observing	Elaine Spruce, Alex Needham
Apologies	Francis Dickson (FD) Tony Cave (TC)

Item	Content	Action
	<p>Declarations of Interest</p> <p>No declarations of interest were declared.</p>	
10416	<p>Minutes of previous Meeting for approval: 16th February 2016</p> <p>Proposed: Graeme Bass</p> <p>Seconded: David McGregor</p>	
20416	<p>Matters Arising</p> <p>Fireworks grant still not in bank account. Submission to Heart of Communities for this year's Fireworks to be completed by 30th April.</p> <p>Pension – Employee pension scheme to be in place in a few months</p> <p>Vice Chair – outstanding since January</p> <p>Lights – Oban Electricals do not want to quote for installing the lights. Possibility of placing lights along the two lanes linking George St with the Esplanade.</p> <p>Merchandise – SAMS open day and Gaelic Choir are potential recipients of the free offer of Love Oban hoodies and tshirts.</p> <p>North Pier Update – Plans have been approved, work expected to begin in November with a completion date in Summer 2017.</p> <p>Hanging Baskets – Quote will be approximately £90 more than last year and baskets will be ready to hang in a few</p>	<p>Action – AS to send written communication to Trustees. DC to continue with Heart of Communities submission for BID4Oban for 2016.</p> <p>Action – DS to contact private owners along the lanes.</p> <p>Action – DC to contact Andy Collins</p>

	<p>weeks' time. Contractors of Phase Two Chord works to be approached as volunteer labour.</p> <p>Stakeholder Engagement – Roger Elliot has suggested that a weekly newsletter is preferable to a monthly newsletter. Push notifications on social media to be utilised. BID4Oban debit card has now arrived to ease payment of social media push notifications.</p>	
30416	<p>Finance Report 6th month budget review is due RM- RM suggested that the Environmental budget be reallocated if note required DC – paint for areas not in the CHORD planning is a possibility. Contractor has donated 50L paint BID4Oban to supply labour and further paint. JS – need to Liaise with Transport Scotland around areas of Health and Safety and to comply with Chapter 8. GB – any issues around employer's or public liabilities potentially arising on Bid4Oban need to be resolved. DC – George St meeting to discuss issues was held recently. Banners across George St and near Station Square to highlight directions to McCaigs Tower, further shops at George Street, Museum</p>	<p>Action – DC to arrange meeting with DM</p> <p>Action – JS to speak to Iain MacKinnon regarding Health and Safety issues around Chapter 8</p> <p>Action – DC to provide details of Environmental plans before next meeting</p>
40416	<p>Chief Executive Activity Report including Events Update Paperwork provided prior to meeting NA – NA asked if there was any feedback on the recent AGM? DC advised that there had been very little other than some comment over the poor turnout</p>	
50416	<p>Craggy Island Event Grant Application DC – Application similar to last year. Recommend no financial support</p>	<p>Action – Board approved recommendation</p>
60416	<p>Rotary Sportive Event Grant Application DC – Application similar to last year, grant last year higher but claimed only £660. Recommend a grant of £660 to match last years. DM – last year's event was organised by a new company and the number of participants was lower than expected, this year the previous company has been engaged once again so the numbers of entries are expected to increase.</p>	<p>Action – Board agreed to support and grant £660 with a proviso that in the event of an increase in participants and therefore costs the grant can be increased accordingly.</p>

70416	<p>Oban Live Event Application DC – application submitted for £10,000 substantial paperwork and follow up questions supplied. The Board expressed concern over the lack of clarity and transparency in the business plan and the timing of the submission of the application but agreed to support the event due to the importance to the town.</p>	<p>Action – Board approved award of £1,000 in Love Oban vouchers. DC to contact Daniel Gillespie, Oban Times, and Press and Journal after board meeting</p>
80416	<p>Frontage Grant x 2 DC – 2 applications had been received - Café Shore for new signage £850 and Oban Whisky and Fine Wines £415 for shop front painting.</p>	<p>Action - Board approved both applications</p>
90416	<p>Secondary Advertising George Street RM – ABC would like to work with BID4Oban to develop a clear regulation of the street advertising signs before the Phase Two works are completed.</p>	<p>Action – Board agreed to support</p>
10416	<p>AOB AS - thank you to Elaine and Alex for joining the meeting and hope that both consider joining as Board Members.</p>	
	<p>Board Meeting ended 8.21pm</p> <p>Date of next meeting</p> <p>Tuesday 17th May 2016 6.15pm VENUE – OBAN COMMUNITY FIRE STATION</p>	