

BID BOARD MEETING, 7pm Tuesday 9th April at the Dornoch Hub.

NOTES & ACTIONS FROM MEETING.

IN ATTENDANCE: Ginny Knox (**GK**) – via zoom, Kyle MacKay (**KM**), Mark Grant (**MG**), Suzy DeVenny (**SD**), Jim McGillvray (**J McG**), Rob Smith (**RS**), John Duhigg (**JD**), Watson Bell (**WB**) Claire Bruce (**CB**)

APOLOGIES: Gareth Dixon (**GD**)

ACTION

1. New Board Members, Watson Bell and John Duhigg, were welcomed to the team.

2. Minutes of last meeting were adopted.

- Lockers being pursued with In-Post by Luke at DACIC. Board to be kept updated.
- **C/F** KM to get lighting specialist to visit Dornoch and discuss project potential “Northern Lights” project / report back to board

KM

3. Finance.

- MG has invoiced Highland Council for our levy, (c. £63k + VAT) but there is a delay in being paid, as HC have just introduced a new system.
- CB has been told by HC that they have so far received c. £31k in levy payments.
- The BID has been successfully VAT registered.
- MG has decided to go with the Quickbooks system for the BID. It will cost £120 + VAT pa.
- MG will produce a document on expenditure/authority levels in due course, for approval by the board.
- WB requested a copy of the levy-payers list. This should be provided to all directors for their information.
- Levy Appeals – the Board agreed that there are currently a small number of instances where the levy should be refunded to the payer, either in part or in full. MG will draft a set of clear criteria that should be met for these claims to be made. In the meantime, the Board agreed to refund those who fall into these categories.

MG

CB

MG

*Note, GK excused herself for this part of the meeting due to a conflict of interest.

4. Careers Fair.

- Good news! Dornoch Academy and Stacie MacDonald (Developing the Young Workforce - DWF liaison) are keen to work with the BID to host a Jobs fair for school leavers and adults in early June. DYW very keen in return that the BID help encourage businesses to sign up to the Young Person’s Guarantee. Stacie to be given a slot on 7th May to explain the benefits & simplicity of this to Dornoch businesses.
- Claire & Suzy will meet to progress the fair in other ways

CB

CB/SdV

5. Website

- Recommended design agency: Elastic Creative approved. Project aiming for delivery end of May.

6. PAT Testing

- There has been an unenthusiastic response thus far from levy payers, regarding our foray into group purchasing, with only 3 responses to date from PAT customers. Claire will try more encouragement on social media (with an easier questionnaire to respond to). **CB**
- Noted we need to talk about whether people actually want any group purchasing, at May 7th meeting. Next potential target, probably refuse/recycling. **CB/GK**

7. Communications plan

- CB presented a draft outline plan, which showed social media posts going out every Wednesday and Sunday, to general approval.
- Agreed we need a similar plan for Visit Dornoch posts. GK/CB to discuss with DACIC **GK/CB**
- GK requested all directors give Claire any ideas they have for posts. **All**
- SdV made the point that not all levy payers were on social media and that sometimes other media (eg posters) might be useful.

8. Networking Event – Food and Drink?

- SdV/JD had been thinking about a possible Food & Drink / Hospitality networking event. We discussed that there has been little experience of networking in this area, and it would probably be best to explore first, an option which gets people talking, rather than with a big agenda. Agreed to think about what might be possible by end of April. **JD/SdV**

9. Any Other Business

- Cyclotourism paper sent in by Loic Charbonneau was discussed briefly. Whilst the thought has potential, sorting out the issues with the routes (A9 crossing etc) would be expensive and complex. Also, the appeal of cycling coincides seasonally with golf – whilst we are looking for counter-seasonal opportunities, so this is not a priority for now.
- CB/GK meeting with Lesley Strang on 19th April to discuss event management.

10. Date of Next Meeting: 7pm, 23rd April in The Hub.

Ginny Knox 10/04/24

And Claire Bruce (Levy Appeals)