

Board Meeting 17

Wednesday, 15th June

5:30pm, The Business Community @Glan Afan

Attendees

Richard Jones, Selections Gift Shop (RJ)

Jo Morgan, Peacocks (JM) (present for part of the meeting)

Elliot Carpenter, Coastal Housing (EC)

Sally Jones, Resident (SJ)

Nia Hall, Pump Supplies (NH)

Ieuan Best, Owen Davies Consulting


Mandy Jenkins, The means (MJ)

Laura Jenkins, The Business Community @Glan Afan (LJ)

Apologies

Julia Harries, Aberafan Shopping Centre (JH)

Item	Detail	Action
1.0	<p>Welcome and apologies</p> <p>RJ welcomed everyone to the first meeting in the new building and welcomed Ieuan Best from Owen Davies Consulting.</p> <p>Apologies given as above.</p>	
2.0	<p>Minutes of the last meeting and matters arising</p> <p>2.1 Confirmation of approval</p> <p>Those present agreed the minutes were a true reflection of the meeting.</p> <p>2.2 Matters arising</p> <p>2.2.1 The Entertainer</p> <p>No donation made from The Entertainer in the end. LJ put together the hamper for the winner of the Easter Egg hunt at the cost of approximately £35.</p>	
3.0	<p>SMART Towns Presentation</p> <p>Ieuan Best gave the following presentation on his SMART towns research in Port Talbot:</p>	

	 <p>Port Talbot presentation 150622</p> <p>The board were really interested in some of the ideas but recognised the cost implications. They thanked Ieuan for taking the time to attend the meeting.</p>	
4.0	<p>Company matters</p> <p>Ray Oglesby has resigned from the board due to health issues. The board discussed recruiting new members and asked MJ to approach Accountancy Solutions and also to draft and distribute a letter to levy payers asking if anyone would like to join.</p> <p>MJ to draft and email on behalf of RJ to Pobl Housing (as Becky Cole would be on maternity leave for a year) and Richard Hibbard (who had only attended one meeting) to ask if they would like to remain as board members.</p> <p>The annual accounts being prepared by Accountancy Solutions.</p> <p>The board agreed the date for this year's AGM as Wednesday, 7th September.</p> <p>The board discusses the change in leadership of the council. MJ to draft an email to the new leader and Cllr Andrew Dacey to invite them to meet the board to discuss a number of different issues,</p>	<p>MJ: To draft a letter to be distributed to levy payers asking if anyone was interested in joining the board</p> <p>MJ: To approach Accountancy Solutions to ask if they would like to join the board</p> <p>MJ: To draft and email to Pobl Housing and Richard Hibbard</p> <p>MJ: To draft an email to the new council leader and Cllr Andrew</p>

		Dacey to invite them to meet the board
5.0	<p>Coastal Communities Funding Update</p> <p>LJ gave the following update:</p> <p>Partner Update:</p> <p>Lots of work being undertaking building relationships with relevant business support providers. To date spoken with, Innov8 NPT CBC, Mazuma Money, Chwarae Teg, Purple Shoots, Business Wales, Social Business, Superfast Business Wales, FSB, Port Talbot YMCA, Development Bank of Wales and Accountancy Solutions.</p> <p>Planning Permission:</p> <p>Board member Elliott Carpenter to speak to original planning consultant to see what can be done to minimise the need to do a new planning application.</p> <p>Fixtures and Fittings / Finance</p> <p>Awaiting final payment from Transforming Towns and received a VAT rebate from the building works, when, this is all available money will be spent on items for the centre such as, Fridge Freezer, TV, Printer, Shelving etc. These items are covered (45% of costs) by the NPT SME Discretionary Fund so once purchased a claim will go in for this money. Donations of furniture from Ministry of Furniture and Edmundsons Electrical.</p> <p>Launch</p> <p>Discussed the launch, agreed an open day would be the best idea, for people to drop in and see the centre with speeches from Stephen Kinnock MP around 2pm. Laura to start planning for this.</p> <p>Community Support:</p> <p>Agreed for Purple Shoots Local Community to group to meeting in the centre every Monday from 6pm – 8pm from the 4th July.</p>	
6.0	<p>Programme</p> <p>6.1 Cartoon Capers event</p> <p>LJ and RJ gave an update on the event which had taken place during the Easter holidays. It had gone relatively well but RJ felt that it was not as busy as the previous two events and that the public did not necessarily spend in town.</p> <p>The board agreed to not plan any more events for now until RJ had met the new</p>	

	<p>leadership to discuss lowering parking charges.</p> <p>6.2 Easter egg hunt</p> <p>This had gone well with 215 trail maps returned and crème eggs given out over the two weeks of the holidays.</p> <p>6.3 Upcoming events</p> <p>6.3.1 The Big Port Talbot School Disco</p> <p>MJ updated the board on the event which would take place on Saturday, 13th August. This would take place at the Transport Hub as opposed to Civic Square as more pubs were situated in the area.</p> <p>2pm: School of Rock – The Thrillionaires</p> <p>3pm: Hairbrush Hits</p> <p>3:30pm: Girl Power Hour – Felicity Gardner</p> <p>4:30pm: High School Heartthrobs</p> <p>5:15pm: Electric Dreams – The Electric Company</p> <p>6pm: The Ultimate Cheesy Megamix</p> <p>It would be a mix of DJs and bands, MJ would speak to each night time economy business and ask them to put something on in the evening to coincide with the event. Some street food stalls and a bar would be invited.</p> <p>6.3.2 Summer trail</p> <p>The board discounted doing a trail with dinosaur statues as this would be too expensive and decided to go for a cheaper version akin to the Easter Egg hunt instead.</p> <p>6.4 Loyalty card</p> <p>The board discussed the possibility of reintroducing the card for the school summer holidays but decided against this due to lack of evidence of an increase in spend.</p>	
7.0	<p>Marketing</p> <p>7.1 Social media</p> <p>Facebook: 4024 followers (+238)</p> <p>Twitter: 392 followers (+11)</p> <p>Instagram: 678 followers (+53)</p> <p>Facebook video interactions:</p> <p>Cartoon promo – 13k views, 248 shares, 128 likes, 97 comments</p>	

	Cartoon event – 2k views, 31 shares, 54 likes, 21 comments	
8.0	Anti-social behaviour RJ gave an update.	
9.0	Finance 9.1 Income Report 9.1.1 Update on levy collection from NPTBC Collection rate around 91%. 8.1 Expenditure Report £33,797.57 in the bank account. MJ explained that some money had been moved around between the Viva and PT accounts to accommodate some spend.	
9.0	AOB The board discussed a Christmas event in light of the Cairngorm Reindeer Company making the decision to not travel further than Manchester from now on. The event would take place on Saturday, 26 th November in line with the switching on of the Christmas lights. SJ have an update on the Rich History project with a launch will now likely to happen in September. SJ's Dick Penderyn book would be launched on 30 th July in the library. The Aberafan town walk project was ongoing. SJ working on short stories for the walk. EC to check on what is happening with the building next door to Glan Afan and when it would be opening,	EC: To check on the unit next door to Glan Afan