

MALMESBURY & DISTRICT CHAMBER OF COMMERCE

Minutes of meeting held on Tuesday 15 June 2010 at 6 pm
at Cedar House, Riverside Business Village, Swindon Road, Malmesbury

Present : Warren Hateley (chair), Stefan Barbaruk, Elaine Godley, Chris Jager, Mark Jones, Don Oakley and Lesley Thomas

1. **APOLOGIES:** Alan Cavill, Judy Clark, Charlotte Morris and Ray Sanderson.

2. **APPROVAL OF MINUTES OF LAST MEETING:** The Minutes of the committee meeting held on 20 April 2010, having been circulated, were approved and signed by the chairman.

3. **MATTERS ARISING:**

- (i) **5. Update from Malmesbury School** – Elaine had tried unsuccessfully to contact Charlotte regarding the Young Chamber, but there had been no developments since the April meeting. We agreed to use another name, as adopting ‘Young Chamber’ will cost £3k.
- (ii) **11. Website Review** – Chris confirmed that Justin Jeffrey at Mindvision had purchased the ‘Malmesbury domains’ from him. Elaine confirmed that Ruth Jeffrey has offered to be the Chamber ‘rep’ for the www.malmesbury.com website.

Stefan joined the meeting at this point.

Warren tabled a Chairman’s report, which is attached to these minutes. Stefan suggested that Colette Mallon is kept in the loop on signage and planning issues. Don thanked Warren for his excellent report.

4. **APPROVAL OF NEW MEMBERS:** The application from Richard Witcombe Financial Advisory Services was approved. Lesley will now process the paperwork. On the potential members front, Warren will write to all those who attended the business breakfast with Eddy Shah.

5. **CORRESPONDENCE:**

- An email from Michael Heffernan, Enterprise co-ordinator at Malmesbury School, asking if there was a possibility of a group of students presenting a pitch about the new Malmesbury eco-bags to the Chamber of Commerce (and other businesses) at some point before the end of this academic year (July 23rd). They have recently won the school competition (The Malmesbury Apprentice), when they had to sell the idea of the bags to Michael and two guests. They are now looking for opportunities to invite more businesses into the process. It was agreed to invite them to attend the next meeting on 13 July at Abbey House, and to check if they want comments and observations.
- Letter from WACC regarding 24 free ILM Management Level 2 courses. Stefan expanded on this and confirmed that it had been sent to members individually.

6. **FUTURE EVENTS AND CHRISTMAS COMMITTEE:**

Feedback from the breakfast with Eddy Shah had been very positive. Don was pleased that expected numbers had been exceeded and the venue had been good. There was some general discussion on this, as there were a couple of lessons to be learnt on the format. There was some discussion on future speakers, formats and venues, and it appears that the latter is our greatest challenge. Stefan suggested joining with Wootton Bassett and Cricklade to invite Andrew Kerr, Wiltshire Council’s new Chief Executive, to speak. Warren cited Cirencester’s example, where the Chamber charges £30 a year to join, and is not VAT registered. They hold networking events at lunchtime, with tea and coffee only provided, being a simple forum for people to talk.

It was decided to hold three breakfasts with major speakers each year, with other lunchtime networking events. Following the successful June breakfast, the next one would be on Wednesday 15 September, for a ‘green breakfast’, when Warren will invite Dr Jeff Kenna to speak on ‘Climate Change – True or False?’ The prime aim is to attract Malmesbury businesses to come along, but Stefan also suggested sending this out to the Wessex Environment Business Network members. Lesley will find out the cost of hiring a room in the Town Hall, and Chris, in his role as Abbey Treasurer, will consider the Abbey as a possible venue.

The ‘Alive and Kicking’ Business Show would take place on 2 October. Chris is taking the lead on the organisation for the latter, with Keith Holdsworth and Elaine: Chris is liaising with Patrick Goldstone,

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who has arranged the Town Hall free of charge. Elaine suggested arranging a networking evening the night before, on the evening of Friday 1 October. Stefan gave a reminder about advertising the event in Wessex in Business - the deadline for this is usually 18th of the month.

Late Night Christmas Shopping would take place on 3 December and Warren would write a letter to the High Street retailers, giving a positive spin, and asking if they wish to be involved, particularly as he is hoping to form a retailers' sub group. Warren is also liaising with David Butcher at Abbey Printing to link up with the 'Malmesbury First' campaign. Warren would also talk to Andy Nurden and David Butcher at the Garden Centre, in the hope that they will come back on board for late night Christmas shopping as they have been extensively involved with the event for many years. Meanwhile, Lesley would email a copy of the LNCS checklist to the committee, and go ahead and arrange those things for which she has been responsible, such as the road closures, advertising in parish magazines, etc.

7. ANY OTHER BUSINESS:

- (i) Elaine had information concerning the Wiltshire Business Club – a new networking group being formed locally by Roland Millward. An event was being organised in June under the '4 Networking' umbrella and Elaine will attend to investigate.
- (ii) Lesley has provisionally filled 25 of the 50 places allocated for the Highgrove visit on 13 September (payment will be due in August). It was agreed to send the details to those who attended the recent breakfast event, and then email the other Chamber secretaries to see if any other WACC members may be interested.
- (iii) Warren is planning a survey amongst the High Street retailers regarding car parking, possibly promoting a 'money back' scheme via a double ticket. It is recognised that the 10p increase in the long stay car park will happen anyway but the facts need to be put before the Area Board. Lesley will email Warren the survey done on car parking in Corsham, as it would be good to mirror Corsham's model. *Mark left the meeting at this point (7.45pm)*. Elaine and Warren will liaise with the retailers together, and Lesley will email them a copy of the list of High Street businesses. Warren explained the Calne card, which extends to members' employees, and which could be combined with car parking to receive a discount from retailers.
- (iv) Warren is also interested in more inclusion for homeworkers, and how to achieve this. There could possibly be a co-operative for discounts on stationery, etc.
- (v) The Treasurer's report had been circulated to everyone prior to the meeting.
- (vi) Elaine, Don, Chris and Warren would meet to discuss the website on Tuesday 22 June.
- (vii) Warren confirmed that he would be attending the Welcome Home parade for the troops in Malmesbury on 29 June.

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The meeting closed at 8pm.

The next meeting will be on Tuesday 13 July at 6pm at Abbey House.