

Minutes of Committee Meeting

Wednesday 6th December at 5.45pm in Quay House, Kingsbridge



1. Welcome & Apologies

Present:	James Spencer John Gardner Nicola Coulson Jane Tyler Alex Robertson	Chair Pebbles Group Treasurer Secretary Committee Member, The Winking Prawn Group Committee Member, IT Workhouse
Apologies:	Scot Baston Georgie Leonard Kim Willis Alison Theaker Catherine Gillen Sarah Burnett Cllr Mark Goodey Cllr Philip Cole Cllr Barbara Price Cllr Mark Long Cllr Sam Dennis Cllr Rufus Gilbert Dawn Blundell	Vice-Chair, Kingsbridge Cornerstone Photography Committee Member, Bochinelli Committee Member, Marketing Manager Committee Member, Live Life for me Committee Member, The Brownston Gallery Associate Committee Member, KCC Salcombe Info Centre Associate Committee Member, Salc. Town Council, Mayor Associate Committee Member, Kingsbr. Town Council, Mayor Associate Committee Member, Modbury Parish Council Associate Committee Member, SHDC (esp. Planning) & Salcombe Harbour Committee Associate Committee Member, SHDC Associate Committee Member, Devon County Council Associate Committee Member, Kingsbridge Info Centre

2. Minutes & Actions

Minutes from 1st December 2023 approved.

Actions outstanding previously and ongoing

Action #0:	Kingsbridge Traders collaboration - <i>discussions with Julia Wingate</i>	AT
Action #1:	Kingsbridge Map & Salcombe Noticeboards - <i>ongoing</i>	JS
-	SIC and Chamber have agreed to collaborate on Salcombe x 3 and Kingsbridge x1 noticeboards.	
-	JS suggested applying for a funding from SHDC's Community Resilience Grant to replace existing boards with solar-powered noticeboards, though project proposals are required to provide at least 50% of the total project costs as match funding.	
-	AR suggested it would be beneficial to be able to update content remotely.	
-	Suggested attempting to secure 50% match funding from:	
1.	STC	
2.	Potential member advertisers: Could invite members to advertise (4 or 5 per month). Proposed that SIC advertisers and chamber members get 10% discount.	
3.	Additionally, JG to ringfence £1k for match funding.	
Action #2:	SHDC's Community Economic Plan Projects/Laura Eames: NC to invite Laura Eames to a future committee meeting to share her economic plan for the area.	NC
Action #3:	NC to pull together a generic role spec for committee members. <i>Ongoing</i>	NC
Action #4:	Salcombe's Field of Lights - <i>ongoing</i>	NC
-	JT reported that they hope to have confirmation by January.	
-	NC to invite Phil Ward (Chair, RNLI's Fundraising Crew) to March Business Club to talk to members.	

- NC to book Salcombe Harbour Hotel for final November 2024 Business Club.
- Committee to discuss possible collaborative events.

Action completed: JG to review Wessex, Chamber's insurance broker. JG

- After a positive interaction, we will continue with Wessex for the next year.

Action completed: JG to follow up with Ed Botterill re Dartmouth Chamber. JG

- JG caught up with him. Whilst he's involved in stimulus to form the chamber, he is not a business owner. JG to follow up via email then decide whether we follow up with him or someone more involved in the Dartmouth Chamber.

Action #5: SD to liaise with Nigel Mortimer (South Devon AONB Estuaries Partnership) and invite to committee meeting. SD

Actions outstanding from November meeting:

Action #6: Enquire if STC has sandbags and how they manage their provision. NC

Action #7: NC to update grant section with SHDC grants. NC

3. Council reports

District & County: South Hams District Council | Devon County Council

Devon County Council

Apologies from RG

South Hams District Council

Apologies from ML & SD

Town: Salcombe | Kingsbridge | Modbury

Salcombe Town Council (STC)

Apologies from MG

Kingsbridge Town Council (KTC)

Apologies from PC

Modbury Parish Council (MPC)

Apologies from SW

4. Business Clubs

- Consensus was that the event was a success and the structure of speakers/hotspots worked.
- SB suggested we should be using member venues.
- Booked venues for 2024
 - January Church House Inn, Churchstow
 - March South Sands Hotel, Salcombe
 - June AGM Bartons, Kingsbridge
 - September TBC
 - November Harbour Hotel, Salcombe

Action #1: Ask NT's Jonathan Fisher if we can share his slides to the wider membership. NC

5. Treasurer's Report

JG reported that:

Drop in funds was due to withdrawals from Julia, Kingsbridge Traders.

Donations

- Donations completed for 2023. JG pointed out that in 2023, Kingsbridge had 4 donations, Salcombe x3, Modbury x1.
- He has linked in with KW for marketing purposes.
- Going forward, it would be useful that rather than offering donations, JG suggests more rigour when issuing funds e.g. asking more about why funds are needed, and clarifying the business benefits?
- Keen to get proposed donations into draft budget for 2024.
- JS talked about setting budgets for donations. He would also like to ensure that some funds are ringfenced rather than allocating at beginning of the year.

Jobs Board

- For discussion at next meeting. It would be a 2-year commitment.
- SB said Jobs Board would only work if we proactively sought job ads. Thus far there has been a lack of buy-in.

Budget

- JS confirmed that the annual budget is going to be available for committee to vote on in Feb for 2024.
- JS raised idea of raising membership subs (see Action below).
- JG suggested that a succession of modest increases annually is more palatable than a big rise.
- SB asked about member offer / added values (what are we doing for our money?).

Expenditure Protocol

- In terms of donations, going forward, JG will seek to get approval from committee before releasing funds.

Events

- It was agreed not to offer BACS payments for events as there are delays in processing the payments. Going forward, it will be card payment only.

Action #2: Treasurer to review annual sub rate - for discussion at Jan meeting.

JG

Report dated 31 October 2023

Financial Statements

1. Account Balances

Current Account balance	£13,677.72	
(Modbury funds)	(£4,920.13)	
(Kingsbridge Traders)	(£2,670.00)	
Current Account Net Total	£6,087.59	
Deposit Account	£3,198.78	
Total Balance	£9,286.37	(September balance = £9,452.40)

Monthly Income/Expenditure Statement - as previously circulated.

Upcoming Donations

Donations look-ahead in accordance with the 2023 Draft Budget:

Date	Beneficiary	Amount	Notes
Feb	Kingsbridge TIC Jobs Board	£840	Paid £700 + VAT
Mar/Apr	Kingsbridge in Bloom	£500	Paid 12/3
	Kingsbridge Classic Rallies	£200	Paid 17/3
	Salcombe Dinghy Sailing Wind Project	£300	Paid 17/3
Sep	Salcombe Live Music	£300	Not approved
Oct/Nov	Kingsbridge Celebrates Christmas	£300	Paid 16/9
Oct/Nov	Salcombe Christmas Lights	£200	Paid 25/11
Oct/Nov	Modbury Christmas Lights (agreed Oct)	£300	Paid 30/11

Notes

- Ideas are requested for 2024 donations, eg. Kingsbridge Food and Music Festival.
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6. AOB

Chamber rebrand

Following on from the above discussion about Dartmouth Chamber, a discussion ensued about the Chamber's proposed name change:

- JS mentioned Ivybridge Chamber has started to take a community role (Cllr Matt Steele, Town Councillor, District Councillor and Chair of Ivybridge Chamber of Commerce is chairing the Steering Group for their Community Economic Plan).
- JS wants to revisit South Hams Chamber name change if other Chambers are regrouping, suggesting we see how much traction the chambers have.
- SB referred to Ivybridge as previously being known as The Gateway to the South Hams.
- SB to research Ivybridge Chamber (see Action below).
- Need to put the South Hams brand on the agenda ongoing.
- Decision to rename to include Kingsbridge, Salcombe and Modbury and to make it inclusive to new members.

Action #3: SB to research Ivybridge Chamber.

SB

Date of next meeting: Wednesday 3rd January 2024
