

Wheathampstead Business Group

Decisions and Action Points from Tuesday Turntable on 17 July 2018 held in the Swan

Present:		
Jo Hailey	Chantal Fisher	Claire Farley
Carol Tizard	Claire Partington	Norman Whitwood
Maria Azcona	Richard Brett	Julie Bell

Initiatives/Projects/Events

Neighbourhood Plan

Decision: Before deciding whether WEB should devote time and effort on traffic flow and parking problems, we should establish whether local businesses consider that these are important issues.

Action point:

1. Richard and Julie will devise a Survey Monkey questionnaire and issue it to all companies on the database.

Buy It Locally Campaign (BILLY)

Decision: It would be useful to have some indication outside the red telephone box that information about local businesses is inside; e.g. something on top of the phone box, or some word to replace TELEPHONE above the door.

Action points:

2. Julie will speak to Andrew Robley (who designed the internal ceiling of the red phone box) and see if he has any ideas for drawing attention to the information on businesses.
3. Richard will remind businesses of the facility to display their flyers inside the phone box.
4. Norman will put a separate holder in the phone box for WEB leaflets.
5. The BILLY working party will meet and progress their ideas.

Review of Village Weekend

Lessons:

- Someone needs to take overall charge of the raffle.
- We need to keep reminding the compere about making announcements about the raffle on the Tannoy.
- The box for raffle entries needs to be at the back of the marquee.
- Raffle details should be shown on the back of the programme.
- There should be fewer stands in the marquee, and no WEB stand.
- We must not leave everything for Ellie to do.

Action point:

6. Claire F will organise flowers and a card for Ellie Metherell in recognition of the work she did and the assistance she gave WEB.

Small Business Saturday

Action point:

7. Jo will introduce Neil Barras-Smith (who is keen to run the event) to Claire P.

Single-use Plastics

Decision: Although there was some support for the Plastics Free Pledge scheme among the businesses that we have spoken to, the only Wheathampstead business that has so far signed the pledge is Charlies, and it would be good if another local business signed up.

Action point:

8. Julie will speak to the Elephant & Castle about joining the Plastics Free Pledge scheme, and Maria will speak to Farr Brew.
9. We shall all monitor progress.

Calendar of Events

Action point:

10. Richard will in future attach the calendar to meeting agendas.

Reports from WEB Officers

Membership

Decision: WEB will pay Claire P to phone those members who have not yet renewed.

Action points:

11. Adam will chase up those members who have not so far renewed.
12. Jo will ask Adam for a list of those members who have not yet renewed.
13. Richard will email everyone present the rule in the constitution about members who did not live or work in Wheathampstead.

Finances

Action points:

14. Carol will clear all the money out of the Santander account apart from a very small sum. (The account continues to be needed for standing orders.).
15. Carol will arrange for Adam to have either full access or view only access to the account.

Networking Meetings

Note. 13 people attended the last breakfast meeting.

Website

Action points:

16. Jo will send photos of Wendy Griffith and Maureen Lamburn to Julie, who will include them on the website.

Social Media

Decisions:

- (i) WEB should be mentioned on the Wheathampstead Network Facebook page.
- (ii) There should be a WhatsApp group for regular Tuesday Turntable attendees.

Action points:

17. Adam will make the Wheathampstead Business Community Facebook page private.
18. Claire P will speak to Wendy Griffith about having admin rights to the Facebook page so that she can post events.
19. Claire P will invite Katie Kharpour-Smith and Jessie Pressland (who run the Wheathampstead Network Facebook page) to the next Breakfast meeting.
20. Claire P will scan the WEB leaflet and put it on Facebook.

Wheathampstead Parish Council

Secretariat

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No action points

Chair

General WEB Administration

GDPR

Action point:

21. Jo will chase up Ben Schneider about providing WEB with a Privacy Policy.

Publicity and press coverage

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No action points

Social Events

Any Other Business

Action points:

22. Jo will invite a Saveourtown representative to a breakfast meeting.
23. We shall all consider further the opportunities for promoting Wheathampstead as a whole at Heartwood Forest and not just High Street businesses.
24. We shall also all look for opportunities to leave copies of WOW in suitable places.
25. Maria will take the minutes at the next meeting (and Richard will forward her a template),

Date of next Tuesday Turntable: Tuesday, 18 September at 7.45 pm at the Swan

Note: No Tuesday Turntable meeting in August.