

MEETING MINUTES

Date	19/04/2021
Location	Mayfield Medical Connection: 52 Hanbury St Mayfield
Time meeting opened	4:35pm
Person keeping minutes	Gracyn Endacott

ATTENDEES

Name	Abbreviation	Business represented
Warren Pullbrook	WP	Brook Motors
Chris Arnold	CA	Chris Arnold Real Estate Agent Mayfield
Ashlea Dowden	AD	Mayfield Florist
Mark Downing	MD	MDRE Real Estate
Apologies		
Kath Teagle	KT	Mayfield Medical Connection
Guests		
Gracyn Endacott	GE (PCC)	Purser Corporate Communication
Thomas Michel	TM (CN)	City of Newcastle

MINUTES:

Item	Details	Actions
Governance	Election of Board Roles: Chair: WP Vice Chair: CA Public Officer: MD Secretary: AD Treasurer: AD Accepted and approved by all.	
Conflict of interest	NIL	
Previous minutes	22/02/21 Approved: WP Seconded by: MD	GE to send Warren confirmed email address for Mayfield
Matters arising	Awing Chris: Graffiti removal for the businesses and replace with artwork instead on the walls that the graffiti.	AD- contact someone for quote CA- Contact Reece for quote
Correspondence	NIL	
Budget	\$ needs to be spent asap.	

	<p>AD: update on bank accounts- has tried multiple times to call and hasn't had any luck. If she doesn't have any luck she will walk in.</p> <p>PCC invoice to be paid – GE has given to Warren to be paid</p>	
City of Newcastle matters	<p>Pot plants on sidewalk. WP and KT to investigate further with TM assistance to coordinate removal.</p> <p>Complaint was made to CON about pot plants. Not within scope of what they do to remove the pot plants. Suggest removalist to remove the pot plants.</p> <p>CA has contact Fig Tree. How to make itself maintaining or where to get the removalist to take them.</p> <p>Board members to walk the street and see what pot plants are saveable and what aren't</p> <p>Newcastle 2030 engagement plan is now open for public comment.</p> <p>Special business rate contestable funding is now open not applicable for Mayfield – suggest other ideas for the precinct</p> <p>Deliverables plan in place for July for all BIA's to have their deliverables plans sorted for the 2021/22 period.</p>	<p>TM to organise Project planner to come to next meeting.</p> <p>WP: Contact contractor regarding pot removal</p>
Subcommittee reports		
Live Spots	<p>Live Spots have been decided. 2 a month for each precinct. The two spots that live spots will run will be next to Michelle's in side street and main road.</p> <p>TM: sites have been approved for live spots</p>	
Business Support: New businesses in precinct	No new business	
Social Media	Rita's proposal- engaging Rita for 3 months. Will talk about this next meeting.	WP: will talk to Rita directly
Events	The Happy Business Initiative Pilot- will discuss next meeting or approve via email from all board.	



General business	Chris and Warren to walk the streets to drum more interests in the committee. Talk about light installations, graffiti ideas, live spots	
Review: how did we go?	Well.	

NEXT MEETING:

Date:	Monday 17 May 2021
Time:	4.30pm
Location:	Mayfield Medical Connection: 52 Hanbury street, Mayfield

MEETING CLOSE:

Time meeting closed:	5:22 PM
-----------------------------	---------