



CONFIRMED MEETING MINUTES

Date	22/06/2022
Location	20 Ganney Road Wallsend
Time meeting opened	5.35
Person keeping minutes	Janice Musumeci

ATTENDEES

Name	Abbreviation	Business represented
Wayne Rogers	WR	Iona on Robert
Rhonda Drivas	RD	Wallsend Village
Linda Pinkerton	LP	Spellbound Botanics
Phil Murnain	PM	Bluegum Hills Mens Shed
Janice Musumeci	JM	JM Consultancy
Thomas Michel	TM	City of Newcastle

APOLOGIES

P Sellers	PS	Samaritans
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MINUTES:

Item	Details	Actions
Governance	<p>Previous Minutes – Approved LP & PM Matters Arising – nil Conflicts of Interest - Correspondence- quotes for flags & Dept Fair Trading regarding old outstanding financial reports Budget \$53,938.00 at bank</p> <p>LP – New book keeper appointed</p> <p>JM – Book keeper has asked if we can upgrade to hubdoc in xero for \$29 per month. Janice to provide all invoices to book keeper to input and LP can begin connecting with book keeper in new fin year.</p>	<p>JM reminder about our service agreement with CN and Constitution rules around 'conflict of interest' following on from email sent to all BIAs.</p> <p>JM – to submit A12 – T2 reports to be up to date 2016-2020 LP – Enquired cost reimbursement for stationary as Treasurer. JM/TM – Approved</p> <p>Vote for xero upgrade – Approved WR Seconded LP</p>



<p>Subcommittee Reports</p>	<p>Events – WR</p> <ul style="list-style-type: none"> Proposed another school holiday activation in spring holidays Xmas Festival – Proposal on its way <p>Flags – WR/JM</p> <ul style="list-style-type: none"> 2 quotes received very big difference in price Vote deferred. <p>Beautification – WR</p> <ul style="list-style-type: none"> Nibs on side road have been refreshed <p>Social Media – Report not available. Feedback form supplier from Board. Board needs to be more proactive giving content.</p>	<p>VOTE – All approved unanimously WR – Procure proposal from event coordinator JM – Follow up quote price difference and defer to PM</p>
<p>City of Newcastle</p>	<ul style="list-style-type: none"> SBR Contestable Funding Grants decided and 5 great projects for Wallsend. Deliverables Plan approved Wallsend Library establishing a 'repair café' project. Winter Fair discussion and feasibility study to be undertaken by BIA presented to CN by Dec 2022. 	
<p>General Business</p>	<ul style="list-style-type: none"> Website Refresh – WR Lighting Up Wallsend – PM possible to do for 2024 celebrations for Wallsend 150th. PM proposed light up building at night for the 2024 project. Heritage building targeted. Cardiff company Equip Multimedia have been approached. Can be done need 9 months to plan. One night/ weekend or longer. Start cost single building one night \$1600 approx. Complex projections up to \$6k per night per building. Referred Board to website to review. Event organiser to be sourced. Canvas Events to be approached and discuss possible SBR Contestable Funding to assist with budget. Winter Fair Survey – VG reported general dissatisfaction with Fair from businesses as external suppliers brought into street and minimal foot traffic to existing businesses. Wallsend Village participants did not feel it was an advantage to their business. 55 	<p>JM – Provided supplier with a lot of text</p>



	<p>businesses participated in survey. Letter to go to Council with outcome.</p> <ul style="list-style-type: none"> • Banners – BB has submitted application 29/04 to CN for new installation. Banner cost \$17k Installation \$5500. No approval yet. <p>Light up Wallsend – PM</p> <ul style="list-style-type: none"> • PM spoken to an event coordinator proposed BIA pay for a 'development plan' to be done for 2024. • JM suggested asking event person to apply for SBR Contestable funding 2023 / 2024 to assist with cost. <p>Murals – WR Awaiting approval from PARG for Flying Spanners murals</p> <p>Welcome Sign – 2 designs presented to board</p> <p>VOTE – White approved WR Seconded LP</p>	<p>JM – Invite event coordinator to a future meeting</p> <p>JM – Procure quote for development plan and pass on to PM.</p> <p>WR – Procure quote for sign</p>
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NEXT MEETING: 19/07/2022 via ZOOM MEETING CLOSE: 7.05pm