



Lichfield BID Attractive City Steering Group Meeting

13th April 2016 14:00 hours

BID Office – Lichfield

Apologies:-

In Attendance:-

- Morag Pringle – BID Manager
- Richard Lewis – Townsafe / Chamber of Trade
- Brian Carruthers – Tempest Ford
- Dave Crump - Greenwoods
- Adam Burns-Mace – Tudor of Lichfield

	Action
<p><u>Apologies</u></p> <p>No apologies were received for the meeting</p>	
<p><u>Appointment of Chair</u></p> <p>It was agreed that MP should act as Chair of this group and report back to the board of Directors meetings.</p> <p>BC asked for a clear distinction to be drawn on the BID structure, with regards to the Board of Directors overall with the Executive Committee being the other steering groups members.</p>	MP
<p><u>Budgets</u></p> <p>Sample budgets were circulated for consideration.</p> <p>There was an amount suggested in the budgets towards replacement bunting which would need to be followed up with Lichfield District Council to check if this was to be replaced this year and if so, to enquire as to any quotes they had and from which companies. It was agreed that we would like to see the bunting up around the city centre in time for The Bower.</p>	MP
<p><u>Projects</u></p>	

<p>WiFi</p> <p>MP advised that we were still waiting for Three Spires Shopping Centre to complete their tendering process for the installation of their new footfall counters and WiFi so that we could then approach the contractor involved to extend out further around the city centre.</p>	<p>MP</p>
<p>Parking Initiatives</p> <p>MP reported that the current parking charge increase and the proposed trial for the new card machines were to go to Cabinet at the council in early May and that we should hopefully have the decision in time for our next meeting, with timescales on the parking trial.</p> <p>DC suggested that we ask Lichfield District Council for a figure for providing free parking on a specific car park for one of the main events for instance, in order for consideration to be given on how the BID spends their budget for parking initiatives.</p> <p>BC suggested that the BID lobby the council to be allowed a representative from the BID to attend their Cabinet meetings as voice for the business community. It was agreed that the relatively low cost of parking in Lichfield be used as part of our marketing campaigns in the future.</p> <p>It was agreed that consideration be given to funding towards improved signage for the car parks as many were under utilised.</p> <p>It was asked that we establish what, if any, additional signage for parking would be implemented during the Friarsgate construction period. It was also asked that we establish the final plans for parking for the Friarsgate Development.</p> <p>BC requested that the council provide us with details of what the parking fees were spent on.</p>	<p>MP</p> <p>MP</p> <p>MP</p> <p>MP</p> <p>MP</p> <p>MP</p>
<p>Signage</p> <p>MP reported that signage for parking and the wider road and directional / wayfinding signage would be put into a strategy through the City Centre Development Partnership of which the BID is a member. This would be led by Wayne Mortiboys from Staffordshire County Council.</p> <p>It was also asked what the arrangements would be for traffic management during the construction phase of the new development.</p>	<p>MP</p>
<p>Street Furniture</p> <p>This project is not planned until at least year 3 of the BID term however it was agreed that the BID should seek information from the council with regards to the overall design strategy planned for street furniture, so as to have an agreed overall look for the city, including what planning stipulations had been given to the new Friarsgate Development.</p> <p>It was suggested that an approach be made to the developers to invite a representative to attend the next board meeting to give a presentation to the BID on their plans.</p> <p>It was also suggested that the BID Directors be asked if a representative from the Friarsgate development company should be asked to join the BID Executive committee.</p>	<p>MP</p> <p>MP</p>
<p>Other Enhancement Projects</p> <p>BC suggested that we approach the County Council Highways to find out their</p>	<p>MP</p>

program for pothole repairs around the district.	
<u>AOB</u>	
DC reported on the plans for moving the library to St Marys. This would safeguard a library for the city for the next 30 years as well as saving the important building of St Marys by making it into a complete city centre Hub, with the library, TIO, café and also upstairs possibly developed into an art space. It was suggested that it may be considered by the BID in the future to offer some support to the St Marys project. It was agreed that DC would draft an email to MP detailing the full project, which could then be circulated to all Board and Executive Committee members to approve a letter of support for the plans from the BID	DC/MP
<u>Date of next meetings:</u>	
Wednesday 11th May 2016 – 2pm, BID Office Wednesday 15th June 2016 – 2pm, BID Office Wednesday 10th August 2016 – 2pm, BID Office Wednesday 14th September 2016 – 2pm, BID Office	ALL

Minutes Approved – Signed: _____

Chair of the meeting

Date: _____