

**Rediscover Peterhead Ltd**

**Minutes of the re-arranged Board Meeting held online 1400hrs on Friday 18th March 2022**

**Present:**

**John Pascoe; Jean Gardiner; Terry Moran; Robert Antczak; Mike Fearn**

**In Attendance:**

**Leslie Forsyth, Manager; Kirsty Hickman, Marketing Assistant**

**1. Welcome**

1.1 John Pascoe welcomed Board Members to the meeting.

**2. Apologies**

2.1 Fred Bowden; Bob Antczak; Amanda Roe

**3. Declarations of Interest**

3.1 There were no new declarations of interest.

**4. Minutes of the Meeting held on 17 February 2022**

4.1 Proposed John Pascoe; Seconded Terry Moran

**5. Matters Arising from the Minutes**

5.1 Aberdeenshire Council had published the new gull strategy. This would be circulated to the board for information. A response was still awaited from the council on funding for gull control in the town centre.

**6. Finance Report**

6.1 The finance update was noted.

6.2 The statement on levy payments was circulated. The increased rate of payment was noted.

6.3 Jean Gardiner asked that the update on levy arrears should also be sent to her when it is received from the council payments team

**7. Manager’s Report**

7.1 The annual meeting went well. The paperwork has been posted in the downloads section on the website. The annual report has been sent to the MP, MSPs, and Scotland’s Towns Partnership for information.

 (Mike Fearn joined the meeting at this point.)

7.2 The office window decals have been fitted, and the sign will be installed next week. A new deal for the water supply has been negotiated and the broadband is functioning.

7.3 All of the information required to claim the Coastal Communities grant has been submitted. We should receive the funds soon. I am looking at three new grant sources and preparing reports required for previously awarded grants.

7.4 Our expression of interest to the capital fund for our business hub project was unsuccessful. We have been asked to apply next time.

7.5 The council has renewed its support for We are Inverurie and Rediscover Peterhead.

7.6 The master data sheet, a key part of the renewal process, is more or less up to date. This will be a continuous piece of work throughout the next few months. We have asked the council to look at the rateable values, account, and business numbers, plus any other support they can give.

7.7 In light of the demands of the renewal process, the board may need additional meetings to manage the workload.

7.6 The March Producers’ Market went well. Busy in the morning, quieter later. Most of the stalls reported a reasonable day. We are talking to the market manager about attracting more food stalls.

7.7 Kirsty has been keeping you abreast of progress on the business directory. We are nearing completion of the business directory project. Video and photographic content has been commissioned in support of marketing the directory and the town centre in general.

**8. Any Other Business**

8.1 Two companies had been identified to be approached for lamp post stress testing work. They will be sent the work specification and asked for a price.

8.2 It was expected that an advanced version of the town centre phone app would be available at the next meeting.

**Date and time of next meeting: 14 April 2022 at the Albert Hotel. It was agreed to hold the meeting at a later time (to be arranged).**