**Present:**

**John Pascoe; Mike Fearn and Linda Hendry**

**1. Welcome**

1.1 John Pascoe welcomed Board Members to the meeting.

**2. Apologies**

2.1 Jean Gardiner, Kirsty Hickman, Fred Bowden; Amanda Roe

**3. Declarations of Interest**

3.1 There were no new declarations of interest.

**4.** **Minutes of the Meeting held on 16 June 2022**

4.1 Proposed Mike Fearn; Seconded John Pascoe

**5. Matters Arising from the Minutes**

5.1 None raised at the meeting.

**6.** **Finance Update June 2022**

6.1 The finance update was noted.

6.2 Linda Hendry (LH) to arrange a meeting with Jean Gardiner to look at finances and update projects completed. Aberdeenshire Council Levy update due 15 July 2022.

**7. Manager’s Report**

7.1 Linda Hendry (LH) shared her report with the board on 14 July preparation for this meeting.

7.2 LH advised that 6 designs have been received. Contact has been made with George at Intersport, Gaven at Beggs, Lawrence Dance School and Scott at Maskame Tait. Scot is supportive and design have been sent to him today.

Removal of advertising at gable of Fox n Feather on Queen Street needs done.

Rose Street – decision not to do any artwork on the hoardings. Planning advised no approval would be given.

Decision was made that focus would be on doors and revisit gables once project develops.

7.3 Gulls, LH advised the board that she will be contacting Cllr Doreen Mair regarding issues in Fraserburgh.

7.4 Cleaning, LH to source costs for gutter emptying /clean only. Money already ringfenced LH to check how much. LH to get quotes for works to be carried out as soon as possible.

7.5 Lamp post stress testing – Update issued to all Board member from Amanda Roe today.

Unclear of conversations that have taken place between Leslie Forsyth previous manager and Lighting Team at Aberdeenshire Council (AC). Testing contract between contractor and Aberdeenshire Council has not been signed and no start date given. Peterhead is now first in the queue.

The testing will determine if there is a loss of strength in the columns and confirm those columns are unsuitable for banners, baskets etc. However testing won’t necessarily confirm the columns are suitable for what we require. We may need to look at strategically placed columns at a cost of £2k each.

Meeting between LH and David Armitage (AC) to identify the best way forward to be arranged as a matter of urgency.

LH to look at banner designs with support from Kirsty

7.6 Seafood festival – LH has booked Love Rara, contacted other entertainment and emailed levy dance school both keen to attend. ‘Public Entertainment Licence’ is not required. John to provided names of a couple of bands. Emails sent to businesses ongoing to invite producers to attend. LH to speak to Kenny Watt at the Palace Hotel

7.7 6 Circles – LH and MF attended a meeting yesterday platform and use of it would be great for our businesses to engage more with each other and Rediscover. Subscription is for 12 mths. LH emailed to advise Sixcircles that the platform has not been utilised and hoping to come to an agreement around extending length of subscription. LH to speak to Ryan at QDS around a possible link to a sub domain name for the platform to sit on. This is all that is missing which has haltered everything since November 2021.

7.8 Renewal – LH Database waiting on confirmation of nationals and chain stores from improvement District. Then this will be sent to Civica. Business Plan at printers.

7.9 Priorities – Painted doors, Seafood Festival, Business engagement, Finance/budget/ Gutter clean.

8. **Any Other Business**

 Nothing to report

**Date of next meeting 8 August 2022**

**Meeting closed 1500**