

**HALESWORTH BUSINESS CONNECTIONS
MINUTES OF EXECUTIVE COMMITTEE MEETING
WEDNESDAY 12TH MAY AT 5.45 P.M.
AT THE OFFICES OF LOVEWELL BLAKE**

Present:	Tim Heaps	Chair
	Eileen Heaps	
	Doug Mizon	Treasurer
	Gary Stannard	
	Colin Huggins	Town Centre Group Representative
	Jack Clayton	Town Council Representative
	Keith Wright	
	Karen Knights	Secretary

1. Apologies for Absence

Brian Bale, Maria Wright

2. Minutes of Meeting held 15th April 2010

Agreed.

3. Matters arising not on Agenda

None

4. Treasurer's Report

DM circulated his report and explained its content. General funds do not include outstanding subscriptions (£700/£800). Barclays bank account has been set up and cheque books etc., received. Lloyds account has been closed. Signatories on the account are currently BB, DM and MW. This can be adjusted when a new treasurer is in place.

CH reported that the Town Centre Group are also opening an account with Barclays. Signatories on this account are PR, MW, RD. Any monies belonging to the Christmas Lights event will be ring fenced.

5. Secretarial Items

Membership changes are detailed on DM's financial statement. New members were agreed by the Committee. Reminders have been sent out to members who have not yet paid their subs. DM to approach Karen Prime regarding membership.

Insurance cover for officers to be discussed at the next meeting.

6. Town Centre Sub Group

CH reported that the group had met once since the last meeting. Two raffles will be held to raise funds for the Christmas lights, one in the summer to be drawn at Gig in the Park, one to be drawn on 'switch on' night. An appeal has been made for prizes and there has been a good response so far. Letters will

be sent to thank those who have donated. Star prize at the first draw will be £250 with the monies being taken from the ticket sales. A list of prizes will be available. Bric a Brac sales are doing well. The next meeting is on 2nd June. Public liability insurance and the budget are issues which are being addressed.

Discussion took place on areas of the community who should become involved in the Christmas lights i.e. schools, churches, scouts, guides etc. Beach radio will become involved.

KW noted that the lights had recently been taken down in the Thoroughfare. CH was unaware of this. JC was aware and advised that the rules meant they had to be taken down at regular intervals. Costings to be requested from Pearce and Kemp for putting them up and taking them down.

A draft of the town brochure will be available for the next meeting. Detailed discussion took place on suitable signage to encourage visitors to the Market Place took place. The proposed location for this signage was also discussed. It was agreed that any signs installed should be easily updated it was also felt that the signs should be consistent. A banner as a quick and economic fix was suggested.

7. Events

The AGM had gone well but there was some discussion on the quality of the catering. It was felt the catering should be done by a member and Maureen to be encouraged to join. DM to contact her.

The next breakfast is on 26th May at the Wissett Plough.

There will be a guided walk around Halesworth on 23rd June terminating at the Angel. The walk will take place between 6.30 and 8.30 p.m. It was agreed that HBC would pay for the guide's meal.

28th July breakfast at the Angel.

29th September breakfast – no venue booked as yet. It was agreed this should be booked at the Angel

Breakfast on 24th November. ? invite Therese Coffey.

Possible visit to Hempcore was discussed instead of the quiz night due to no venue or quiz master being available. It was agreed that the Rifle Hall might be suitable for the quiz and the Angel to be approached regarding their quiz master.

Christmas event on 8th December – bowling at Potter's.

8. Tourism Group

Nothing to report. There is a meeting next week.

9. Town Plan

Richard is pressing on with this. JC outlined his ideas regarding affordable housing in Halesworth. A meeting will take place with Foundation East on Friday. A draft plan will be available from Richard in June.

10. Town Centre/Tesco Update

Nothing to report.

11. Any other Business

A fundraising event will take place on Southwold common for Help the Heroes.

Co-op are not going to appeal their planning application but will oppose Tesco's appeal in November which will take place in Lowestoft.

Discussion took place on the relationship between HBC and the Town Centre Group i.e. HTCG and sub group of HBC, and how this should be presented on stationery and when sending out information to local businesses. It was agreed this should be an agenda item for the next meeting.

12. Date of Next Meeting

9th June 2010, 5.45 @ Lovewell Blake

Action Points

DM to approach Karen Prime re membership

DM to approach Maureen re membership

EH to book the Angel for 29/9

Agenda Items

Insurance cover for officers.

HTCG subgroup of HBC – stationery and letters