

LOUGHBOROUGH CHAMBER OF TRADE & COMMERCE

Minutes of Executive Committee meeting held on Monday 16th October 2006

In attendance

Adrian McInnes	President	William Davis Limited
Vicki Brind	Secretary	Carillon Windows
Michael Smallman		Del Rosa Developments Ltd
Gareth Bowen	Treasurer	HSBC
Robert White		R & J Antiques
Ivor Lovesey		Market Traders Association
Stephen Foster		Rent A Washa
Alvin Bailiss		Zodiac Recruitment
Peter Sharpe		Honorary Member
Stuart Simpson		Rainbow International
Philip Collin		Charnwood Funerals
Richard Hornsby		Brian Mee Associates

1. Apologies for Absence

David Pagett Wright, Jim Harkness, Martin Shannon, Alex Reid, Brian McInnes, Tony Simons

2. Minutes of last meeting and matters arising

The minutes of the last meeting held on the 18th September 2006 were accepted as a true record, there were no matters arising not covered elsewhere within the minutes.

3. Local business issues

Loughborough Parish Green Project

AMcI reported that the 2nd Phase should be completed within the next 3 – 4 weeks. They have applied to section 106 for monies, and also to LSEP for additional funding (£30,000) in order to complete works to Fearon jetty.

4. Correspondence

- Confirmation and Itinerary of Leicestershire Chamber Annual Luncheon
- Planning Consultation for 1343 student bed spaces @ car park site on Loughborough University campus.

The Chamber is in favour of retaining student accommodation within the campus to ease the pressure on the town. AMcI to write and support the principle.

- Planning Application: William Davis - For x 2 Industrial Units

It was decided that this was not of concern to the Chamber, so no response was to be issued.

- * Confirmation letter from the House of Commons, regarding a tour booked for Tuesday 6th February (Further details available in our 'Events' section.
- Invitation to the Loughborough Enterprise Club Annual Dinner.
- The Royal British Legion Remembrance Parade - Sunday 12th November 2006 AMcI to attend and lay a wreath on behalf of The Loughborough Chamber of Trade & Commerce.
- Disability Equality Workshop – Tuesday 17th October 2006.
- Accessibility of Services to Charnwood Borough Council.
- Leicestershire Chamber correspondence with regard to 'East Midlands Police Authority' Report on shortfall of funds for the region. Request feedback.

5. Sub Committees

- i) Charnwood Community Safety Partnership
Philip Collin: No further update. Last meeting held on Monday 18th September 2006.
- ii) CCTV
Alvin Bailiss: AB confirmed that he would be attending the next meeting w/c 16th October 2006.
- iii) Fairtrade Streeing Group
Martin Shannon: MS was unable to attend tonight's meeting. However he sent an email with an update after he attended a meeting on the 4th October, which reported that continued progress is being made in the take up of Fairtrade products throughout the Borough. Several goals have been set to continue this take up and to ensure that the re-application for Fairtrade status next year is successful.

Specific plans include:
 - Securing retail space at the Christmas Market
 - Involving local education establishments
 - Producing window stickers for Fairtrade outlets
 - Identifying any problems experienced by outlets in obtaining Fairtrade products
- iv) Town Team: It was reported that the last meeting of the Town Team held on Wednesday 11th October, concentrated on the report to Cabinet regarding the Loughborough Town Centre Master Plan. The resolve was that the Master Plan be amended and the Town Team split into sub-groups to offer consideration to four main strands in order to pull it together.

- v) Local Strategic Partnership (LSP)
Charnwood Together.
Adrian McInnes: AMcI confirmed that the next meeting of the LSP was to take place during the first week of November. A further update will be available at next months meeting.
- vi) Loughborough Town Centre Partnership
Adrian McInnes: AMcI reported that there had been several meetings of the committee and a full programme of events and activities in the run up to Christmas had now been published.
This includes the switching on of the Christmas lights by Bill Maynard on Sunday 26th November, with Leicester sound providing the stage.
- The Loughborough Town Centre Partnership will hold an official launch in March of next year, retailers are encouraged to join to make the Partnership more representative.
- vii) ICC (Independent Consultative Committee)
Phil Colin: PC reported that this month's meeting had focused on the Environment, asking the question 'What does the airport bring for us'

6. Membership

VB reported that following the 'Membership Package' and the open invitation to attend our annual Cocktail Party, we have now issued a further 5 applications. Chris Howell @ CPS Interiors; Cynthia Popley @ CDP Weddings; Anna-Marie Niemela @ Foxprint; Wendy Spring @ Pinetree and Chris Leafe @ Lathams.

AMcI reported that he had spoken with the Loughborough Echo to discuss the possibility of offering a discount on local advertising to all members of the Chamber. It was further suggested that we approach them with the possibility of a periodic 'Chamber of Trade' news bulletin, bringing local business news and updates.

7. Marketing

Web Site: AMcI reported that Brian McInnes had arranged a meeting of the web-site sub-committee to be held at the Ramada Hotel on Monday 23rd October between 12.00 and 2.00 p.m.

8. Treasurer's Report

Treasurer Gareth Bowen confirmed a healthy balance of £4102.00. Providing an unallocated balance of £1000.00 available. It was agreed once again by the

committee that the Chamber would lay a 'poppy wreath' at the Remembrance Parade on Sunday 12th November at a cost of £50.00.

GB noted that we now only have 3 membership fees outstanding. He also confirmed that he would be issuing invoices for the web-site sponsorship imminently.

9. Events

LCTC (Executive Committee) & The Racial Equality Group.

A social evening has been arranged for Wednesday 8th November at The Mugal Indian Restaurant, The Rushes, Loughborough. All members are invited to attend and are welcome to bring along guests. The cost will be £8.95 per head.

Please could those interested confirm their attendance to Vicki by the end of October, early November either by email at secretary@loughboroughchamber.co.uk or by telephone on 01509 218560.

LCTC Annual Dinner & Dance - Saturday 18th November 2006

The Annual Dinner Dance will be held at the Carillon Rooms, Masonic Hall, Ashby Square, Loughborough.

The evening will commence at 7.30 p.m. with a champagne reception followed by a 5 course dinner and dancing to 'Back in Time'

The cost of the evening is £35.00 per head (Corporate tables of 10 @ £350.00).

We have already received an excellent response to this event, however we have a few spaces still remaining. If you would like to attend please contact our secretary Vicki Brind as soon as possible on (01509) 218560 or email her at secretary@loughboroughchamber.co.uk to confirm availability.

Leicestershire Chamber Annual Luncheon – Friday 1st December 2006

Could all those who have now confirmed their attendance please ensure payment is made as soon as possible. The cost of this event is £47.00 per head and payment can be made to Loughborough Chamber of Trade & Commerce and sent to our Secretary Vicki Brind, 16 Fairmeadows Way, Loughborough, Leicestershire, LE11 2QT.

Executive Committee Christmas Meal - Monday 18th December 2006.

It was confirmed that our December meeting once again will be held at The Printroom Café Bar, Woodgate, Loughborough. Menu's were issued to all at our October meeting, however I have attached a copy of the Christmas Menu with the minutes for all those who were unable to attend.

Please could you confirm your attendance and your choice of starter, main and desert to Vicki along with your payment by the end of November.

Houses of Parliament – Tuesday 6th February 2007

Members and their guests are invited to attend a tour of the Houses of Parliament on Tuesday 6th February 2007. AMCI/VB to look at transport arrangements once numbers have been established. AMCI/VB to issue a mail shot to all members. Please confirm your interest to Vicki either by email or telephone.

An audience with Andy Reed: TBC

AMcI to liaise with Andy Reed's office to request a date, possibly January 2007.
Details to be confirmed. **Action: AMcI**

Video Race Evening: TBC

AB to confirm details of a Video Race Evening to take place during February 2007.
Details to be confirmed. **Action: AB**

Skittles Night: TBC

AB to arrange a 'Skittles Night' early 2007 at The Three Crowns, Hathern.
Details to be confirmed. **Action: AB**

Presentation by WS Atkins:

In discussion with Jonathan Hale, the President AMcI has agreed to wait until the next round of consultations before a presentation on the Master Plan is given.
Details to be confirmed. **Action: AMcI**

Forthcoming monthly Executive Committee Meetings

Monday 20 th November 2006	-	Ramada Hotel, Loughborough
Monday 18 th December 2006	-	The Printroom Café Bar
Monday 15 th January 2007	-	Ramada Hotel, Loughborough
Monday 19 th February 2007 (AGM)	-	Ramada Hotel, Loughborough

10. Any other business

Everyone was in agreement that this year's Annual Cocktail Party was a complete success! The Ramada created a superb venue and great atmosphere along with excellent refreshments. AMcI confirmed that he would be writing to the Ramada on behalf of the Chamber to formally express our thanks and gratitude.

The members of the Executive Committee agreed that AMcI gave an excellent presentation and from this the Chamber achieved good press coverage from the Loughborough Echo with editorial and photo.

It was reported that the event had generated several new memberships, and had proved an excellent networking opportunity for all!

Everyone was of the opinion that the event had benefited from being hosted within the town centre. It was however suggested that name badges may be an idea for future years.

AMcI on behalf of Loughborough Chamber wished to express his thanks and appreciation to all those members of the committee who had worked hard in the organisation of this event, in making it a complete success.

Market Stalls: AMcI reported that he had written to CBC over two months ago regarding the replacement of the new market stalls, but to date had not received a reply.

Ivor Lovesey announced that the CBC had approved the stalls in April 2005, but as of September 2006 only 10 of the stalls were in place. He confirmed that they currently now had 20 stalls available and had been promised 50 by the end of October.

Secretary

AMcI announced that Vicki would be stepping down at the AGM and that the position of secretary would be vacant. This is due to increased work and family commitments and the other demands on her time. It was felt right to make the announcement at this stage to allow sufficient time to find a replacement, and AMcI had already spoken to BMcI in this regard.

AMcI expressed his thanks to Vicki for the advanced notice and respected the decision whilst at the same time noting the regret of the committee that she would be unable to continue after February.

11. Date of Next Meeting

Monday 20th November 2006 @ 6.00 p.m. - Ramada, Loughborough.