

**Wheathampstead Business Group
Annual General Meeting on 17 April 2018
and Decisions and Action Points from subsequent Tuesday Turntable**

Present:			
Adam Collis	Jo Hailey	Carol Tizard	Richard Brett
Claire Farley	Norman Whitwood	Claire Partington	Chantal Fisher
	Maria Azcona	Julie Bell	

Apologies: Mike Perry, Wendy Griffith, Iain Begg

Annual General Meeting:

Chairman's Report

Adam listed WEB's achievements during 2017-18, including the Turntable and networking meetings, Village Day, Lights Up, the 'Buy It Locally' campaign, the 2017 edition of WOW and the fact that we have now sold nearly all the Heritage Trail bags. He thanked members for the contributions they have made and emphasised the need for volunteer effort.

Treasurer's Report

Carol reported on 2017-18 and passed round a statement of the end-of-year balance and the main items of income and expenditure.

Statement by Secretary

Richard talked about the proportion of WEB emails that are opened by recipients. During the past year 51% of WEB members have opened emails enclosing WEB minutes. Emails enclosing agendas are sent to all the companies on the WEB database and 35% of these are opened. Emails on specific issues (such as road works) tend to be the ones that are opened by the highest percentage of recipients. Overall the figures are considered good.

Election of Officers

The following were proposed, seconded and voted in unanimously for the year 2018-19:

	Nominated by:		Seconded by:
Chair	Jo Hailey	<i>Maria Ancona</i>	<i>Claire Partington</i>
Treasurer	Carol Tizard	<i>Adam Collis</i>	<i>Julie Bell</i>
Secretary	Richard Brett	<i>Norman Whitwood</i>	<i>Chantal Fisher</i>
Membership Secretary	Adam Collis	<i>Richard Brett</i>	<i>Julie Bell</i>

Adam made **presentations to Carol and Richard** in recognition of the work they have done during 2017-18.

Julie announced that **Adam** will be receiving a presentation to thank him for his excellent chairmanship.

Tuesday Turntable: Initiatives/Projects/Events

Priorities

Decisions:

- (a) The term “one hour campaign” may be a good way to attract volunteers.
- (b) It is helpful to ask new volunteers to assist on a particular task or at a particular event, e.g. Village Day.

Action point:

1. Carol will put her list of organisations that we could approach and ask for volunteers online and will distribute it.
2. Maria will offer a free dinner to any new volunteer who helps over Village Weekend.

Neighbourhood Plan

Decision: WEB does not support the idea of proposing any restriction in the Neighbourhood Plan on the number of outlets selling alcohol.

Buy It Locally Campaign

Decision: The use of the red phone box to display business leaflets should be mentioned in the next WEB article in the *Pump*.

Action points:

3. Jo will show the red phone box on a Google Web business page for WEB.
4. Julie will apply to Luton Airport for a grant of up to £3,000 for the Buy It Locally campaign.
5. Julie will monitor the level of usage of the leaflet holder in the red phone box.

Village Weekend

Action points:

6. Norman will man the WEB table on Village Day. .

Calendar of events

No action points.

Reports from WEB Officers

Membership

Note. Membership currently stands at around 50 – 60.

Finances

No action points

Networking Meetings

Action point:

7. Adam will give Martina Trimm some training on providing administrative assistance so that she can help run the networking meetings.

Website

Action point:

8. Jo will send Julie a photo of herself and Julie will then update the Contacts page.
9. Jo will take new photos at the next Tuesday Turntable meeting and everyone will arrive early so this can be done.

Social Media

Decision: A good topic for social media would be who is giving prizes for Village Day

Action points:

10. Jo will post on the Wheathampstead Business Community Facebook page.
11. Jo will call in at Claire F's office to discuss Facebook.

Wheathampstead Parish Council
 Secretariat
 Chair

}

No action points

General WEB Administration

Publicity and press coverage
 Social Events

}

No action points

Any Other Business

Decision: WEB will not donate any money to Positive Movement but suggestions were made about other ways in which money could be raised.

Action points:

12. Julie will speak to Louise Neicho and see if there are any opportunities for promoting Wheathampstead at Heartwood Forest.
13. Richard will add single-use plastics to the agenda for the next meeting.

Date of next Tuesday Turntable: Tuesday, 15 May at 7.45 pm at the Swan