



## Minutes of Committee Meeting

Wednesday 5<sup>th</sup> October at 5.45pm in Quay House, Kingsbridge

Chairman: James Spencer  
Treasurer: Peter Richardson  
Secretary: Nicola Coulson  
Marketing Manager: Kim Willis - Apologies

---

### 1. Welcome & Apologies

---

PRESENT: James Spencer, Peter Richardson, Nicola Coulson, Sarah Burnett, Alison Theaker, Scot Baston, Georgie Leonard

APOLOGIES: Kim Willis, Cllr Rufus Gilbert, Cllr Mark Long, Cllr Nikki Turton, Cllr Philip Cole, Sonia Powell, Catherine Gillen, Jason Parry, Alex Thompson

---

### 2. Minutes of Committee Meeting on Wednesday 7<sup>th</sup> September 2022

---

Actions from previous minutes completed.

A discussion ensued about DCC's spreadsheet of business support, grants and training assistance available to businesses in Devon.

---

### 3. Matters newly arising for committee members

---

**Agree 3-5 strategic themes for the Executive Oct 22 - Sep 23, from membership vote**

NC announced results of poll from September Business Club:

- 1<sup>st</sup> Staffing (8 votes)
- 2<sup>nd</sup> Joint Transport & Accommodation crisis (5 votes each)
- 3<sup>rd</sup> Environment (4 votes)
- 4<sup>th</sup> Broadband (4 votes)
- 5<sup>th</sup> Joint Energy & Salcombe parking (1 vote each)
- 6<sup>th</sup> Raw materials costs (0 votes)

- JS asked how many strategic priorities we need; Alison suggested 4 to tie in with number of Business Club meetings per year.
- Prompted by SBa, a discussion ensued about whether the Chamber would have much environmental sway. JS relayed his experience of trying to get solar panels and a less than positive experience of dealing with SHDC. AT suggested forging link with Gary Joliffe, Til the Coast is Clear.
- GL expressed concern that energy is an issue with shopkeepers and hospitality; do we therefore link energy and environment? AT felt not.
- Sarah suggested opening the vote to the wider membership, but Committee did not support re-polling.
- AT proposed that we link Staffing & Accommodation; Scot concurred.

After discussion, Committee confirmed the top 4 strategic priorities for the coming year:

1. Staffing & Accommodation
2. Transport
3. Environment
4. Energy and Utilities

Committee recognised that whilst Broadband came above energy, committee judged that the scale of impact on the whole economy should take precedence.

---

### 4. Data Foundation project update - NC

---

NC updated committee on the CRM and confirmed it was proving useful. She also mentioned that she'd made approaches to non-members who attended the AGM. From 4 initial contacts, only one

---

---

has been signed up, so raised the question of how many follow up approaches were appropriate; JS suggested 3 attempts to follow up with potential members.

---

<b>Action #1:</b> NC to follow up with Scot about where to put prospective members.	NC
<b>Action #2:</b> NC to apply '3 strikes and out' to approaching prospect members	NC
<b>Action #3:</b> SBa to action prospect data page	SBa

---

## 5 Member Forums

---

### i Business Club September feedback - update NC

- Numbers: 31 attendees; 8 dropouts/no-shows.
- JS thanked AT for leading on the theme for this event.
- He reported positive feedback from LinkedIn, Steve Mammatt & Ashley Ward from Swaye Electrical.
- SBa asked if we could've done better with numbers? JS looked back at previous numbers and Thurlestone hotel numbers haven't previously been high - plus negative press about the economy that week might have had a negative impact.
- SBa felt that the theme was innovative but perhaps some members felt that it wasn't relevant or attractive to them.

### ii Business Club November - JS/NC

- NC/KW suggested Soar Mill Cove Hotel and a positive discussion ensued. A gin tasting was mooted (Soar Mill Cove's house gin - Jenny's Gin - is bottled on site). SBa offered to contact the hotel to discuss potentially hosting November's Business Club.
- **Theme:** JS tempted to put forward **energy** as he foresees potential for a raft of new green energy grants in the next budget; an event pinned around this theme could get members thinking about preparing to apply for grants?
- JS suggested that he leads and consults with GL who can access shopkeepers. AT suggested the entire committee thinks about possible panellists - green energy etc.

### Online Members Only platform 'THE GREEN ROOM' - update from KW

- KW unable to attend so this update was postponed.

There followed a discussion about **Breakfast Clubs**. SB to approach Georgina Turner from Regal - action to be carried to next meeting.

---

<b>Action #4:</b> SB/NC to contact Soar Mill Cove Hotel	SB/NC
<b>Action #5:</b> JS & GL to discuss content for November Business Club	JS/GL
<b>Action #6:</b> Committee to consider potential panellists	All
<b>Action #7:</b> SBa to approach Georgina Turner - <i>action carried to next meeting</i>	SBa

---

## 6. Treasurer's update - PR

---

PR reported that he has wound up The Jack Tanner award and used the funds to buy a computer and printer for upstairs at Taylored Games, where Rachel will help young people with their CVs and job applications.

PR explained that our sub income of £8k means we won't make original budget figure.

He raised the issue of the website still publicising the grant schemes.

- NC suggested a follow up on the website publicising the good the awards have done.
  - JS proposed that the DTI page is revised - changed to a 'legacy page'.
  - JS proposed that we take IGNITE offline and keep dormant in case it's resurrected if funding becomes available.
  - JS asked if there were any quick wins? AT suggested removing non-members.
  - Committee agreed that the website be updated, specifically committee members and members directory
-

---

AT suggested we look at how many grant recipients have cancelled their memberships.

A discussion ensued about whether the grant criteria might need to be changed going forward if recipients are not continuing with their memberships.

JS stated that he would be happy if our membership is increased by 30% because of the grants scheme.

Regarding PR's replacement, JS suggested that If Chamber can't find a treasurer by November, we consider paying for a couple of hours of bookkeeping per month and appoint a committee member as nominal treasurer without the admin/bookkeeping.

---

**Action #8:** PR to produce the report for DTI & 2 for December committee meeting. PR

**Action #9:** SB to upload DCC grants spreadsheet. SBa

**Action #10:** JS proposes that executive page needs to be updated - NC to get details from committee. NC/SBa

**Action #11:** To discuss website more generally at November's meeting.

---

## 7. Salcombe TIC

SB to keep committee posted about results of meeting.

---

## 8. Grant funding for members - CG

CG not in attendance, so committee moved on to next agenda item.

---

## 9. Council reports

No council representation in attendance.

**Action #12:** Update on Modbury's New Mills Industrial Estate signage to be carried over until next meeting.

---

## 9. AOB

### Gazette representation - SB

SB met with Gazette in her capacity as KCC school governor and they are keen to connect with the Chamber. They'd like to promote Chamber business - either in a column or summary of what's going on. SB asked if we could have gazette representation at a meeting?

JS thanked SB for flying the Chamber flag. SB suggested Amy Taylor, a new reporter, might agree to join the committee.

PR concurred that Gazette representation would be beneficial, pointing out that the Chamber has always been about communication.

Committee had no objections to SB approaching The Gazette to join committee.

---

**Action #13:** SB to invite Gazette representative to join Committee. SB

**Action #14:** JS to liaise with KW about doing monthly article to tie in with Chamber newsletter (perhaps mentioning that the Chamber is actively seeking a new treasurer - that this position is becoming available for the first time in two decades). JS/KW

---

**Date of next meeting:** Wednesday 2<sup>nd</sup> November 2022

Then monthly, on the first Wednesday of the month

---