



SWBA BID: Minutes of Board Meeting – 7 November 2019
(Venue: DS Systems)

1. Apologies

Present: Directors - John Simpson (White Light), John D'Aprano (DS Systems), Nick Stefka (Box Office Supplies) and Ian Docksey (Trinitarian Bible Society)

Estate Coordinator - Claire Morris

Apologies: Directors: Nick Golson (Deen City Farm) and Lee Anderson (GreenLight)

Key Action Points Agreed:

- to continue to work with the Council on safety improvements to Jubilee Way and Windsor Avenue in particular, including the introduction of appropriate width restriction signage
- to begin discussions on the development of a waymarking strategy for the BID area
- to continue work to improve the appearance of the area alongside Morden Road and the tramlink on Deer Park Road
- to renew the cost saving scheme contract with Meercat Associates for a further year
- to appoint Hartley Fowler accountants to handle the BID's financial accounts

2. Matters arising from last BID Board meeting (3 October 2019)

All outstanding matters were covered by the agenda.

3. BID Proposals – Progress on Delivery Plan

A paper summarising progress to date on the individual projects set out in the BID Proposal document was tabled. Key points were as follows:

- information was currently awaited from TfL about the timing of work to introduce the new pedestrian crossing at Jubilee Way;
- Merton Council's public consultation on changes to the parking arrangements along Jubilee Way had now finished and the outcome was awaited;
- discussions were ongoing with the Council about the need for appropriate signage to warn vehicles of the width restriction on Windsor Avenue and for the road markings around the BID area to be refreshed and for 20mph roundels to be added;
- the broadband link for the new CCTV system had now been installed;
- a meeting was due to be arranged with Jonathan Docksey of DesignJD to discuss ways to improve the existing signage and wayfinding arrangements around the estate;
- work to cut back and tidy the vegetation on the area of land from the Lombard Road entrance to the subway to the tram had now been completed. It was decided that the next step would be to tackle the area continuing alongside the tramlink on Deer Park Road. In this context, TfL had recently

removed the overgrown vegetation along the tramlink fence at the BID's request. It was agreed that these measures had all resulted in a marked improvement in the appearance of that part of the estate;

- discussions had been held with Meercat Associates about progress in the initial year of the new cost saving scheme. The Board was particularly concerned that the scheme should represent value for money for the BID in addition to delivering savings for individual businesses. A considerable amount of work had been done to date by Meercat Associates to engage with levy paying businesses and it was therefore agreed that the BID should renew the contract for a further year to build upon this. Steps would also be taken to promote awareness of the scheme amongst BID businesses in conjunction with Meercat;
- it was agreed that the BID would continue to offer subsidised training places for levy paying businesses for the remaining period of the current BID year. This would include first aid and fire warden training courses run by Merton Chamber of Commerce and additional courses which might also be of benefit to businesses would be explored.

4. Financial Matters

The BID had been in discussion with Hartley Fowler, a local firm of independent accountants, with a view to them taking over responsibility for the BID's accounts. The Board agreed that Hartley Fowler should formally be appointed for this purpose.

It was noted that Merton Council had now collected some £50,000 of the anticipated levy income for the current BID year 2019/20. Those businesses which had not yet paid their levy had recently been sent final reminders by the Council for the outstanding amounts.

5. Any Other Business

There was no other business.

6. Date/Venue for next meetings:

SWBA Members' meeting - 12.30pm, 5 December 2019 (Venue: TBA)

SWBA Directors' meeting - 12.30pm, 6 February 2020 (Venue: White Light)