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**MINUTES OF THE STRATFORD BUSINESS ASSOCIATION MEETING HELD AT TET STADIUM BAR & BISTRO, ON MONDAY 16 DECEMBER AT 5.30PM.**

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**PRESENT**

Chair: Matthew Dimock. Committee: Glenn Adams, Maureen Tunnicliff, Trevor Tunnicliff, Mike Radich, Amy Spencer, Arnold Cox, Peter Hogan, Allen Jufferman and Lynne Mackenzie Brown (minute taker).

**IN ATTENDANCE**

Saba Afzal (Stratford District Council).

**APOLOGIES**

None Received

**Adams/Radich  
Carried**

1. **CONFIRMATION OF MINUTES**

- 1.1 Stratford Business Association Meeting – Monday 18 November. The minutes are attached.

**RECOMMENDATION**

THAT the minutes of the Stratford Business Association meeting held on Monday 18 November be confirmed.

**Radich/Dimock  
Carried**

2. **CORRESPONDENCE**

**Inward:**

Arnold Cox (via phone) Christmas Window Display

**MOTION: Approve expenditure for Window Display Prizes TOTAL: \$1100.**

**Dimock/Adams  
Carried**

TSB – Confirmation of Account Updates

TSB – Confirmation of Credit Card

**Outward:**

Invitation to Mitre10 regarding hosting BA5 early next year

**RECOMMENDATION**

THAT the correspondence be accepted and received

**Cox/ T Tunnicliffe  
Carried**

3. **FINANCIAL REPORT**

3.1 **Current**

Account balance as of 3rd December 2024 - \$50199.93

Credit Card Balance as of 30th November - \$377.86

3.2 **Financial report**

The Xero Profit & Loss for November is attached..

3.3 **Paid:**

**General Expenses**

Trace	Cancelled Workshop	\$287.50
CMK	Annual Accounts	\$1081.57
Lunch + Learn	TET Stadium	\$341.50
Google Workspace(Credit C)	Subscription	\$24.20

**Voucher reimbursements**

Caltex	Voucher Reimbursement	\$320.00
Creative Printz	Voucher Reimbursement	\$50

**Total paid \$ 1739.07**

3.4 **To pay:**

**General Expenses**

SDC	Centennial Rest Room Hire	\$112
SDC	New World	\$38.18
Lynne	Reimburse for Domain	\$63.12
Mediaworks	Christmas Parade Advertising	\$1469.95
NZME	Christmas Parade Advertising	\$1020.63
NZME	Christmas Parade Advertising	\$632.50
Taranaki Cof Commerce	Subscription	\$299
The Rolling Vibe (Scotty)	Christmas Entertainment	\$150
TLL Events	Christmas Entertainment	\$2189.15
Amy Taunt Photography	Christmas Parade Photography	\$150
Phoenix Design	Lunch + Learn	\$496.80
Morph Facepainting	Christmas Parade	\$510
Stratford Singers	Christmas Parade Entertainment	\$250
Frontline Ambulance	Christmas Parade – First Aid	\$747.50

**Voucher Reimbursement**

Shakee Pear	Voucher Reimbursement	\$60.00
Cottage Lane	Voucher Reimbursement	\$100
Four Square	Voucher Reimbursement	\$120
Five Star Liquor	Voucher Reimbursement	\$20

**Workshops/Meetings**

The Baking Company	2 <sup>nd</sup> Canva	\$255
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Additional: SDC Bins, Christmas Parade - \$221.48 plus GST; CTS Traffic Management, Christmas Parade - \$4528.86; Creative Printz \$50 Voucher, \$350 Hi-Vis Vests,

**Total to pay: \$ \$13,392.69**

## **RECOMMENDATION**

THAT the financial report is received, with the amendments added today and the payments approved.

**Dimock/ M Tunncliffe**

**Carried**

### **4. REPORTS**

4.1 Secretary's Report attached.

## **RECOMMENDATION**

THAT the secretary's report be received.

**Dimock/Cox**

**Carried**

### **5. GENERAL BUSINESS**

The secretary made the following notes:

#### **5.1 TET APPLICATION**

The TET application was successful in full, including the application to employ someone part time.

#### **5.2 SHED**

The sale of the old shed was discussed. No decent offer was forthcoming Motion to sell to Matt D for \$1000. Matt D declared a conflict of interest, and was not involved in the discussion.

**Jufferman/T Tunncliffe**

**Carried**

#### **5.3 PEDESTRIAN CROSSING**

Allen raised the issue of putting a veranda along the front of Prospero Place, after discussion it was decided to leave until the council has indicated what developments will take place in Prospero Place. There was also discussion regarding how to improve the overall look of Broadway and beyond, and how to get businesses/landlords to buy in.

#### **5.4 WORKSHOPS**

Amy raised Workshop and Lunch + Learn standards – it was agreed to monitor quality, and wherever possible within the budget to have workshops delivered by trainers. This to be discussed again when we are setting the schedule for next year. Mike suggested summaries of workshops/Lunch + Learns for members.

#### **5.5 CHRISTMAS PARADE**

Excellent parade with a great turn out, it was decided to have the barriers in place every year, in some form. Discussion regarding earlier communication regarding theme, date etc. Lynne gave feedback regarding the disappointment of not having a Santa's Cave, and how happy community was about Santa's visit. Field Torque will host next year – Matt D to liaise with them. It was decided to give Gavin a \$100 SBA voucher to thank for storing, driving and keeping Santa's sleigh, and \$200 for the Pipe Band as a Thank You, and also to send Grant Morrison from CTS a card to say Thank You for arranging the barriers at the last minute.

#### **5.6 PROSPERO MARKETS**

Amy discussed bringing these back to committee, rather than council. Lynne mentioned community markets, and it was agreed to monitor the situation and perhaps support the community markets,

rather than competing. To be tabled for February – we will host a January market. Mike suggested using Prospero Place for other events, like entertainment rather than markets.

#### **5.7 BA5**

Lynne enquired if there was any information to send to businesses about hosting a BA5 (benefits, expectations etc), as she could not find anything. If nothing can be found Lynne will attempt to draft something to send to prospective hosts. In the meantime, it was decided that each host would have a committee member available for advice. Lynne will link up Matt D and the new owners of Mitre10 for February hopefully. Discussion was also had regarding attracting the right businesses to host BA5s, perhaps reduce frequency but have more impact.

#### **5.8 FOOTPATHS/VERANDAS**

Arnold took photos, Glenn offered to write a letter.

#### **5.9 SUBMISSION TO COUNCIL REGARDING LOSS OF PARKING SPACES/POLICING PARKING LAWS**

Amy to write letter, send to Matt for approval, and submit on behalf of the SBA. This will also cover the points in the letter Matt McD was going to draft. It was agreed to add Council Business as an agenda item.

**UPDATE: Extension on time limit – this can now be approved at the January Meeting.**

#### **5.10 SPEAKERS ON BROADWAY**

Discussion around complaints, how resolved and Matt D highlighted each speaker has it's own volume control to address any future complaints. He asked that if any complaints were received to pass on to him and he would work with the person to either move that speaker or turn it down/off. Matt D also advised that he had to get the electricians back to fix the system, and proposed a motion to approve this work.

**Dimock/Adams**  
**Carried**

#### **5.11 WEBSITE**

Lynne will liaise with Favour The Brave to give feedback on the draft website and it was decided to table this for the February meeting.

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#### **6. Next meeting**

**The next meeting will be held on Monday 13 January 2025.**

***The meeting concluded at 6.55pm***

Matthew Dimock  
**CHAIRPERSON**

## ACTION POINTS

<b>ACTION</b>	<b>BY</b>	<b>WHEN/FOR MEETING</b>
Vouchers and Thank You Cards	Lynne	Before Christmas Break
Submission re Parking	Amy	January Meeting
Letter to Council re paths/verandas	Glenn	January Meeting
Website	Lynne	February Meeting
SBA Briefing Sheets	Lynne	March Meeting
Liaise with Mitre10 re February BA5	Matt	Lynne to link Matt with Sarah.
Monitor Community Market	Lynne/committee	February Meeting
Database	Matt D/Glenn – they know most details, so can check, Maureen offered to help as at home	February Meeting
Media Partner	Wait and see what SDC Communications team decides, as they will do the research	February Meeting