
MINUTES OF THE STRATFORD BUSINESS ASSOCIATION MEETING HELD AT TET STADIUM BAR & BISTRO, ON MONDAY 20 JANUARY 2025 AT 5.30PM.

Meeting rescheduled from 13th January due to illness

PRESENT

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

IN ATTENDANCE

APOLOGIES

Amy Spencer, Matthew McDonald

**Dimock/Adams
Carried**

1. **CONFIRMATION OF MINUTES**

- 1.1 Stratford Business Association Meeting – Monday 16 December. The minutes are attached.

RECOMMENDATION

THAT the minutes of the Stratford Business Association meeting held on Monday 16 December be confirmed.

**Radich/Cox
Carried**

2. **CORRESPONDENCE**

Inward: None

Outward: Receipt of TET Grant, Thank You Cards

RECOMMENDATION

THAT the correspondence be accepted and received

**Adams/Cox
Carried**

3. **FINANCIAL REPORT**

3.1 **Current**

Account balance as of 8th January 2025 - \$60,844.98

Credit Card Balance as of 8th January 2025 - \$64.26

3.2 **Financial report**

The Xero Reports for December are attached.

3.3 **Paid:**

General Expenses (Approved December)

EnD Elec	Town Speakers	\$1062.60
Stadium Bar & Bistro	Dec Mtg Catering	\$240

Voucher reimbursements

Five Star Liquor	\$850
Dimocks	\$550
Mitre10	\$30
Sinclair Electrical	\$100
Creative Printz	\$50
Colonel Malones	\$400
Stratford Knit & Sew	\$50
New World	\$400
Four Square	\$50
Unichem Pharmacy	\$430
Cottage Lane	\$50
Central Taranaki Auto	\$50
Central Tyre	\$45 (\$5 in credit)

Total paid \$ 4357.60

3.4 To pay:

General Expenses

SDC	War Memorial Room Hire	\$80
Mediaworks	Christmas Parade Advertising	\$849.85
NZME	Christmas Parade Advertising	\$1791.13
Merco	Poli Fees	\$0.58
Google Workspace (C/C)		\$28.31
CMK	Xero Subscription	\$1035

Total to pay: \$3784.87

RECOMMENDATION

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

Dimock/ T Tunncliffe
Carried

4. REPORTS

4.1 Secretary's Report n/a due to short time between meetings and holidays

5. GENERAL BUSINESS

The secretary made the following notes:

5.1 SHED

Invoice to be sent

5.2 Bizlink

Investigate ways to work in collaboration with Bizlink.

5.3 BA5s

Matt D has not heard from Mitre10 – he will contact them directly.

Lynne advised that she had heard from Waterdoc who will be opening a new storefront, rather than operating from home. She mentioned a BA5 to them and Karen was keen. **(Since been told that the site will also hold a dress rental business run by her daughter who is also keen to join the SBA).**

5.4 Prospero Markets

The community market is being held at the same time/day as our market but we will hold it and see what happens. We will see what happens with the markets over the next few months to see whether we should continue or support the community market.

5.5 Broadway

Glenn will add to his draft letter regarding partnership working with the council on improving Broadway. In addition it was noted that some large boards with QR code links to local attractions would be very useful. These will be suggested to council (perhaps a partnership arrangement).

5.5 Council Matters

Lynne to arrange/enquire

- **Matt D to speak at council meeting**
- **Future of Prospero Place and Timeline**
- **Umbrellas for Prospero Place tables**

5.6. Americarna

Lynne reported on everything arranged to date.

It was decided to get Coreflute signs – Lynne to arrange design collateral and printing.

TMP finalised, and with health and safety plan due to be completed this week, this will be ready for final NZTA sign off.

H & S Plan to be finalised this week for signing.

Lynne advised that she had meetings booked with Americarna organisers and TMP co-ordinator.

It was agreed that the event would run 10 to 1 approximately so music as the cars are arriving and leaving.

Window competitions to be advertised – agreed \$300 SBA vouchers 1st prize and \$200 for 2nd Prize

The wording for advertising was agreed Proudly hosted by Stratford Business Association, Kindly supported by TET.

It was decided not to hold a market but to make Prospero Place a Family Fun Zone

It was decided to offer members the chance to showcase their businesses at the event – although it was thought that not many would be interested.

It was agreed to offer to buy 6 umbrellas for the tables in Prospero Place

We decided to book the large bouncy castle from Outdoor Hire

Portaloos booked through Outdoor Hire

Volunteers

Toko Lions – Marshalling and parking the cars

Stratford Lions – Hot Dog Stand in Prospero Place

Cadets – General Duties and assistant marshalls

SBA Volunteers – Glenn, Allan, Mike and Matt McD(TBC), Matt D on standby if needed.

5.7 Secretary/Website Role

Process for recruitment to be started by Matt D and Glenn.

5.8 Update on Stratford Press

Secure for another year minimum with new owner, will restart soon.

6. Next meeting

The next meeting will be held on Monday 10 February 2025.

The meeting concluded at 6.33pm

Matthew Dimock

CHAIRPERSON