
MINUTES OF THE STRATFORD BUSINESS ASSOCIATION MEETING HELD AT TET STADIUM BAR & BISTRO, ON MONDAY 8 JULY AT 5.30PM. JUNE

PRESENT

Chair: Matthew Dimock. Committee: Sharon Mackie-Langton, Mike Radich, Glenn Adams, Trevor Tunnicliff, Maureen Tunnicliff and Amy Kingston (Secretary).

IN ATTENDANCE

Sven Hanne (Stratford District Council), Saba Afzal (Stratford District Council).

APOLOGIES

Matthew McDonald.

1. **CONFIRMATION OF MINUTES**

1.1 Stratford Business Association Meeting – Monday 10 June. The minutes are attached.

THAT the minutes of the Stratford Business Association meeting held on Monday 10 June be confirmed.

RADICH /TUNNICLIFF, T
Carried

The Secretary made the following notes:

- Sharon followed up on if we had received a quote to fix the cedar shed. To be discussed in general business.
- Before commencing correspondence, the Chair welcomed the CEO of Stratford District Council – Sven Hanne to the meeting and invited him to speak.
- CEO of Stratford District Council – Sven Hanne introduced himself to the wider committee commenting on two main reasons for his attendance
 - Council has entered a new financial year highlighting that this may be the last year that council supports SBA. Sven made note that the future support of the association is up to SBA to control. If they would like to continue as they currently are or if the association wants to continue on their own then the secretary role can support the changeover. The SBA Chair confirmed that SBA will stand on its own come July 2025. The association are in conversation with the Taranaki Electricity Trust to hire a full time support person. The Chair wanted to make clear that once the change occurs, SBA will no longer be seeking funding to run the Stratford Christmas Parade and Americana as they cannot run these events without the support of council. The upcoming 2024/25 events will remain as status quo. Sven understood this and agreed, that that is entirely the decision of the committee to make. Sharon asked if SBA vouchers will continue to be able to be purchased through Stratford District Council (admin building and library), Sven does not see that this would change and is happy to continue to facilitate this.
 - Sven commented on the friction at the last committee meeting highlighting that any concerns or questions that the committee may have around the support of the association to be directed at himself, or Stratford District Council senior leadership, not at staff who attend the committee meetings as support. The chair commented he did not have a clear understanding on what that was about.

2. CORRESPONDENCE

Inward:

CMK

CMK GST period ending 30 June 2024
SDC Significance and Engagement Policy and Draft 2024-34 Long Term Plan
SDC Upcoming event and do you need volunteers?
SDC Positive Ageing Forum next week
SDC Change of venue for Public Forum - Your Health Matters
SDC Spaces still available for - How to be an EFFECTIVE CHAIR OF A BOARD - Monday 17th June 5.30pm to 7.30pm
SDC Pedestrian access across SH3 in Stratford's CBD is about to double – have your say before 16 June
SDC This is Important - Incorporated Societies - Are you taking action?
Downer National Association of Women in Construction - Taranaki Taster Event - 4 July
Venture Taranaki Complete the latest Taranaki Business Survey
2024 Fibreworks Committee Sponsorship Letter Viewers Choice

Outward:

Secretary Draft Feedback - New Pedestrian Crossings - Broadway, SH3
Secretary Shop & Win this WINter - Sign up today!
Secretary Shop & Win - starts Monday!
SDC Feedback – New Pedestrian Crossings – Broadway
THAT the correspondence be accepted and received.

RADICH /TUNNICLIFF, M
Carried

The Secretary made the following notes:

- With reference to the new pedestrian crossing on Broadway. Sharon asked Sven if the stone barriers that are around the crossing now will be kept to view the glockenspiel. Sven answered that yes, the current plan is for these to stay and turned into a viewing platform.
- The chair noted that he wanted to remind committee members that there are many unhappy SBA members with regards to the pedestrian crossing upgrade and to be mindful of this when having conversations. The feedback from the committee was that they were against the proposal and for a raised crossing and lights. The chair spoke at the hearing, and did say that the council did take on their feedback.
- Sharon raised the question to Sven if the project will now be on the ratepayer now that the scope is outside of the roundabouts. Sven answered that the cost will not be on the ratepayer, NZTA are still finding the project.
- 2024 Fibreworks Committee Sponsorship Letter was discussed. The committee were against sponsoring as this is not something the association does. The secretary will follow up with a reply.
- Sharon commented on the Shop & Win Promotion around seeking permission to share names of the weekly winners to increase social media engagement. The secretary will ask winners when contacted if they are happy for their full name to be shared on Facebook.
- It was commented on that businesses are not that engaged in the promotion. Once the promotion has finished the committee will debrief around what worked and what didn't to tweak for future promotions including the wording on the graphics.

- The secretary was asked to do a sponsored post for the Shop & Win.

3. FINANCIAL REPORT

Account balance as of 30 June 2024 - **\$48,590.88**

Visa balance as of 28 June 2024 – *not yet received*

3.2 **Financial report**

The Xero reports for June are attached.

3.3 **Paid:**

Voucher Reimbursements

Cottage Lane	Voucher reimbursement	\$50.00
Malones	Voucher reimbursement	\$250.00
Five star	Voucher reimbursement	\$150.00
Five star	Voucher reimbursement	\$190.00
Masters Ltd.	Voucher reimbursement	\$50.00
New World	Voucher reimbursement	\$210.00
New World	Voucher reimbursement	\$170.00
Watergold Limited (Four Square)	Voucher reimbursement	\$90.00
New Commercial Hotel	Voucher reimbursement	\$550.00

Workshops

Colonel Malones	Catering – 14 May	\$195.00
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Total paid \$1905.00

3.4 **To pay:**

General Expenses

Merco	POLi fees	\$0.58
June Ba5	Percy Thomson Gallery	\$300.95
Freeparking	Website domain x 2	\$126.24

Voucher Reimbursements

Stratford Mountain House	Voucher reimbursement	\$50.00
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Shop & Win

NZME	Radio	\$769.35
NZME	Print	\$517.50
Mediaworks	Radio	\$767.47

Americarna

Westend Hire	Portaloo	\$400.00
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Workshops

Stadium Bar & Bistro	Catering 11/6/24	\$175.00
GQ	June Lunch & Learn	\$575.00

Total to pay: \$3,254.32

THAT the financial report is received, and the payments approved.

ADAMS / TUNNICLIFF,M
Carried

The secretary made the following notes:

- The secretary noted two invoices to add for payment that had come in after the agenda
 - Abstract Signs – Shop & Win promotion - \$544.41
 - Proformac – June Lunch & Learn - \$575.00
- The committee were happy to accept and add both payments to be paid.

4. REPORTS

4.1 Secretary's Report attached.

THAT the secretary's report be received.

DIMOCK/ MACKIE-LANGTON
Carried

The secretary made the following notes:

- The chair is happy with breakdown of hours.
- Secretary reminded committee members to start thinking about workshops – there is funding to spend.

5. GENERAL BUSINESS

5.1 **BA5's**

Matthew and Co Real Estate - Thursday 18 July
Dimocks 100% - August
Stratford Park - Tuesday 17 September

The secretary made the following notes:

- The committee discussed adding additional funds to the Stratford Park Ba5 in September as the last BA5 run by Stratford Park was very well attended and as there have been cancelled Ba5 events in the current financial year, there is further finding available.

5.2 Membership

	New	YTD 2022/23
Members	0	145

5.3 General Business

The secretary made the following notes:

- Daffodil Day was discussed. SBA will again run a window competition with packs provided for businesses and a morning tea shout for the winners.
- Matthew Dimock and Glenn Adams attended the Wheelhouse Incorporated Societies workshop in June. Main points:
 - The association needs to register a new constitution by April 2026.
 - A draft will need to be ready to adopt at the upcoming AGM.
 - New considerations include:
 - Conflict of interest register
 - Annual member registration process
 - The member removal process
 - Matt and Glenn discussed leading a group to work on a draft constitution. There is an existing builder to use to input data which will create the basis of a constitution.
- The group's annual TET application is coming up in September/October. Matt Dimock and Matt McDonald will meet with the TET trust regarding a new secretary.
- The SBA voucher sign has been removed for council event signs. Can this stay up when other signs are put up.
- The SBA Shed will cost approximately 3.5K to fix. The price is high due to the machinery required to lift and fix the shed as it currently sits. There is also the cost to match the cedar which comes at a higher price point. The committee discussed if they should proceed with replacing one side of the shed or sell as is. The committee need to agree on a price that they would be happy to sell it for which is likely to be around the 2-3k mark. Members encouraged to go and have a look at the shed over the next month.
- Thyme out closed as well as Image hair on Regan Street. The Physio and equestrian shop on Miranda Street have also closed. The committee acknowledges that things are hard for businesses at the moment – if there are any ideas of things that the committee can do, please bring forward to a meeting.
- The committee acknowledged that it was great to see the bottom of the Glockenspiel freshly painted.
- Sven discussed Te Matatini o Te Kāhui Maunga - the world's largest indigenous festival that will be held at Pukekura/Bowl of Booklands in Ngāmotu/New Plymouth in February 2025. This is an event that SBA will want to be across bringing thousands of people and great economic benefits to the region.
- The secretary was asked to remind members that if anyone is running an event in Stratford to let us know so we can get it out there – separate email required.
- In each EDM mention vouchers.
- Matthew Dimock suggested using a QR code on vouchers to link to a webpage listing where the vouchers can be spent.
- The website voucher information needs to be updated.

- Trevor and Maureen Tunnicliff have noted their apologies for the August committee meeting.

5.4 **Committee Meeting**

The next committee Meeting will be held on Monday 12 August 2024.

The meeting concluded at 6:39pm

Matthew Dimock
CHAIRPERSON