MINUTES OF THE STRATFORD BUSINESS ASSOCIATION MEETING HELD AT TET STADIUM BAR & BISTRO, ON TUESDAY 21st JANUARY 2025 AT 5.30PM.

PRESENT
Chair: Matthew Dimock. Committee: Glenn Adams, Arnold Cox, Trevor Tunnicliff, Maureen Tunnicliff Peter Hogan, Amy Spencer, Cody Bibby and Amy Hill

APOLOGIES

IN ATTENDANCE

Adams/Hogan
Carried

1. CONFIRMATION OF MINUTES

1.1 Stratford Business Association Meeting – Monday 15th December

RECOMMENDATION
THAT the minutes of the Stratford Business Association meeting held on Monday 15th December be confirmed.

Spencer/Hogan
Carried

2. CORRESPONDENCE

Inward: Americarna Communications, Road closure communications, Earthquake signs, Workshop meetings, BA5 host bookings

Outward: Americarna communications, BA5 hosts, Workshop bookings, Roading closure communications

RECOMMENDATION

THAT the correspondence be accepted and received

Cox/Dimock
Carried

FINANCIAL REPORT

3.1 **Current**
Account balance as of 13 Jan 26 $40,013.51
Visa balance as of 13 Jan 26 -$92.33

3.2 Financial report
The Xero reports are attached. For your reference I have also added a P & L for the financial year to date, compared to the previous year

3.3 Paid: Vouchers

Dimocks	$150
Mitre 10	$170
Percy Thomson Gallery	$150
Dimocks	$700
Five Star Liquor	$720
The Baking Company	$100
ITM	$150
Colonel Malones	$670
Total	$2810

Paid: Bills

Cadets – Christmas Parade	$1000
Amy Taunt Photography	$150
CMK - Accounts	$1145.40
Creative Prints – Signs x3	$45
Bouncy Castles – Christmas Parade	$350
Mediaworks - December	$1582.92
TET – December BA5	$855.50
Stratford Hockey Club – Christmas Parade	$500
CMK – Annual Accounts	$1138.50
Mediaworks	$926.33
NZME – Shop Local Promo	$1153.45
Total	$8847.10

To Pay

Rotary – Sausage sizzles (Invoice to come)	

RECOMMENDATION
THAT the financial report is received, and the payments approved. **Cox/Hogan**
Carried

REPORTS

Amy spoke to her report. Christmas parade feedback, Americarna Organization going well. Working on workshops for 2026. Planning underway for Romeo Awards

RECOMMENDATION
THAT the secretary's report be accepted and received

Dimock/Cox
Carried

GENERAL BUSINESS

5. BA5 updates

BA5 - Date	Host / Venue
February (18th)	Stratford Mountain House
March (24th)	Findlays Florist
April (21st)	Mountain Motors?
May (26th)	Central Tyre & Automotive
June (23rd)	
July (28th)	Collective First National

5.1 Christmas Parade

Discussion was had around the date of the Christmas Parade, and it was voted to hold the Christmas Parade with the A&P show for 2026. Amy is to contact A&P for the exact date.

Kaponga School to be contacted about runner up prize when school returns. $500 of SBA Vouchers as decided at last meeting.

5.2 TET Funding

MOTION – Stratford Business Association to apply for funding up to $98,000 through TET for 2026 community events and workshops
This motion was proposed by Glenn Adams and seconded by Maureen Tunnicliff

5.3 Americarna
Back up plan was discussed if NZTA don't approve the closure of Broadway. Contact to be made with Americarna

organizers if we are denied the closure.

Shop on broadway, shop local promotion to run for one day only for Americarna. Amy to organize boxes/ paper slips for any business on broadway that wants to take part.
Shop Local information to be printed and given to Americarna to add to their goodie bags for drivers.

Americarna Window display, prizes to remain the same as previous years SBA Vouchers to the value of
1st - $300
2nd - $200
3rd - $100
Best Dressed - $100

Matt Dimock and Glenn Adams to judge windows after 5pm on Thursday 26th Feb, Matt McDonald and Glenn Adams to judge best dressed team on Americarna day Friday 27th Feb.

MOTION – Stratford Business Association to give away 5x $100 and 1x $500 of SBA vouchers for Americarna shop local promotion.
This motion was proposed by Matthew McDonald and seconded by Cody Bibby

5.4 Temporary Fence in Prospero Place
Black fence in Prospero Place can now be removed. SBA to write letter to Saba at Stratford District Council with offer to remove it. Builder to be contacted for removal with offer to keep the materials. Amy to amend letter before sending.

Discussion around if the SBA voucher billboard could go on concrete wall when temporary fence is removed. Matt D to talk to owner about a lease agreement for SBA to use the wall for promotional material.

5.5 Shop Local Winter Promotion
Shop local dates 15th June -15th July to make sure it's finished before the Romeo Awards.

MOTION – Shop local dates approved for 15th June – 15th July
This motion was proposed by Matthew Dimock and seconded by Amy Spencer

5.6 Workshops
Canva workshop has 2 registrations. Andy at Banx IT Solutions to be contacted about running a potential lunch & learn workshop on security

5.7 MOU with Stratford District Council
A draft template has started.
Items to add:

- Vouchers – Sale of SBA vouchers at council front desk. Staff Christmas vouchers are the only vouchers to be invoiced on redemption the rest need to be paid for first
- Speakers in clocktower, SBA need to have access to this
- SBA to liaise with business community on the council's behalf
- Working relationship between SDC and SBA
- Consultation via one point of contact for feedback. Direct with CEO for submissions

5.8 – Earthquake Stickers
Amy to email MBIE and Carl Bates about earthquake stickers as Council cant do anything more to help remove them.

5.9 Visual Standards letter
Refresh visual standards letter and add in about gutters leaking water, need to be inspected by building inspector. Amy to refresh and send to both councilors and council

5.10 ROMEO AWARDS
10 awards with runner up for each category

- Supreme Service Excellence – Winner
- Supreme Service Excellence – Runner up

- Best Service Business Retail – Winner
- Best Service Business Retail – Runner up

- Best Service Business Non-Retail – Winner
- Best Service Business Non-Retail – Runner up

- Best Service Business Hospitality – Winner
- Best Service Business Hospitality – Runner up

- Best Presented Business Retail – Winner
- Best Presented Business Retail – Runner up

- Best Presented Business Non-Retail - Winner
- Best Presented Business Non-Retail – Runner up

- Best Service Person Male – Winner
- Best Service Person Male – Runner up

- Best Service Person Female – Winner
- Best Service Person Female – Runner up

- Best Service Person Rural – Winner
- Best Service Person Rural – Runner up

- Best Service Person Youth – Winner
- Best Service Person Youth – Runner up

Timeline for event
Doors open at 6.30pm
Awards Ceremony 7.30pm
Band 9pm till late

Sponsorship to be found for 10 awards $1000 per award and sponsors get naming rights for both winner and runner up, this sponsorship money will cover costs for Trophies for winners, flowers for runner ups and framed certificates for all awards.

A secret shopper agency is to be used for the judging process to make it fair, businesses are to reside in the Stratford district to be eligible.

GST Refund of $5481.35 has been granted, this money is to be put aside for the Romeo Awards

Tables to be capped at 34 tables of 10, 41 tables was too many at 2018 awards. Amy to check capacity of war memorial to see how many single 'Ruby Seating" tickets we can sell on top of the tables

Table prices
Gold - $1000
Silver - $800
Bronze $600
Single seats $50 each

MOTION – Romeo awards discussed so far to be approved so planning can commence
This motion was proposed by Matthew Dimock and seconded by Cody Bibby

5.11 Items for next meeting

- Americarna
- Romeo Awards
- MOU with Council

The next meetings

Month	**Meeting**
February Committee Meeting	Monday 9th – 5.30pm
March Committee Meeting	Tuesday 10h 5.30pm
April Committee Meeting	Monday 13th 5.30pm
May Committee Meeting	Monday 11th 5.30pm

The meeting concluded at 7.05pm

Next meeting – Monday 9th January

Matthew Dimock
CHAIRPERSON