**RTWT Notes of Meeting**

**8.30 am Monday 22 November 2021 via Teams**

**Attendees**

Nicky Blanchard (Chair)

Sarah-Jane Adams (BID Director)

Cllr David Scott

Alex Green

Richard Simms

Peter Allinson

Pam Loch

Tom Poynter (Observer)

Hilary Smith (Observer)

**Welcome and Apologies**

Apologies had been received from Gavin Tyler.

The Chair welcomed Tom Poynter to the meeting as an observer.

**Action: NB and SJA would have a follow up discussion with Tom about joining the Board.**

**BID Project Update**

* The Remembrance Day display had been well received and had now been removed.
* The Board was shown the Christmas film which would be sent out to levy payers and available on the RTWT website. **Action: HS to see if the link could be put in the TWBC resident’s newsletter or other Council channels.**
* A Christmas magazine will be distributed via the ToTW and in drop bins around the town plus distributed to all levy payers. An electronic version will also be available and sent out in the e-newsletter.
* Christmas lights are up and illuminated. There is some delay with the extra lights for Camden Road. If this cannot be sorted out this year it will be for next year. RTWT will also provide lights for Castle Street next year (off High Street). Board Members requested that the contractors are asked about the timers for the lights as some did not seem to be working. **Action: Gala (contractors) to do another sweep of the town to check that lights are all working.**
* About 60 businesses had requested door bows and these were to be installed on 22/23 November. These had also been well-received and donations given by many of the businesses to charity.
* Christmas advertising for RTW will appear in Inside Kent, KM, Kent Online.
* RTWT has been given 5 window spaces in RTW to decorate as living gift guides. Requests will be made to retailers for gifts to display. Board Members asked if a map could be provided of retailers to guide shoppers to them if they are interested in the products they see. **Action: SJA to look into the possibility of producing a map.**
* There will be Christmas street entertainment in the town on the Saturdays up to Christmas including stilt walkers and fairies.
* The free self-defence classes for levy payers are proving very popular and there will be another set of classes in January. **Action: Board Members to let SJA know if they have any other ideas that might support non-retail businesses in the town.**
* The self-defence classes are the first of the BID Small Business School. Other ideas for training include first aid and mental-health training. **Action: PL to provide details to SJA of what training Loch Associates could provide.**
* RTWT was partnering with the Safe Town Partnership to fund peel off stickers to prevent spiking of drinks.
* The money saving work is continuing and proving to be popular.

Engagement with businesses is very good at present and the WhatsApp group us working very well. **Action: Board Members to join the group if they wish to by contacting SJA.**

DS told the meeting that a Community Interest Company had been formed and was working to bring an electric mini-bus service to the town with a 3 month trial between the north and south of the town centre.

**Budget**

Board members were referred to information on the papers. The budget for 2022-23 will be prepared and circulated to Board Members for sign off.

**Any Other Business**

Cllr Scott thanked SJA for all her hard work.

**Future Meetings**

The next meeting had been scheduled for 3 January but as this is a Bank Holiday the date will be changed.