

Minutes

Meeting at Brunel House Hotel on 12th October 2009

Present	Nick Elwell, President, Fiona Flint, Julie Farmer, Frank Pavy, Matt Morrison-Clark, Paul Brame, Sarah Allen-Stevens, Philip Wootton, Business Link, Jane Haynes
Item 1	Apologies Christopher Marriott, John Davis, Denise Palmer, Sarah Steel, Simon Tiensa, John Morton
Item 2	<p>Minutes of Last Meeting & Matters Arising</p> <p>The minutes from the last meeting were agreed and signed as a true record.</p>
Item 3	<p>Presentation by Philip Wootton of Business Link</p> <p>Philip is the Partnership Manager based at Thame. He gave members the historical background to Business Link and mentioned that many people still do not know what Business Link are able to offer small start-up businesses. Business Link was established in 1992. Philip mentioned that only 15% of small businesses use professional help, that is they use an account to produce their accounts but would not ask them for financial advice. Business Link now signpost services and provide access to Government Services. The services provided by Business Link are all free to businesses.</p> <ul style="list-style-type: none"> ▪ 1:1 sessions with a Business Adviser ▪ Staff are not public employees ▪ Funding BIS to SEEDA to NGAGE (Business Link) ▪ With effect from 1st April 2010 there will be just one Business Link for the whole of the South East ▪ There are currently 8 Advisers in Oxfordshire <p>Resources that are available:</p> <ul style="list-style-type: none"> ▪ Monthly newsletter ▪ Links to Manufacturing Advisory Service ▪ UK _ Export help and advice ▪ Help with applications for Government schemes ▪ Outside view of “your “business ▪ Start-up courses. <p>Success is measured in three ways 1) Light touch customers are counted; 2) Intensive Assists – ½ day going through business issues, looking ahead, written report, one follow up meeting and 3) Gross Value Added (GVA) looking 2 years back and 3years forward at the financial side of the business and a satisfaction survey.</p> <p>The follow up from the Intensive Assist is through an arranged meeting, although as the targets have been raised for Advisers this restricts the number of follow-up sessions that are available. The Business Link Adviser for Faringdon is Rob Banfield.</p>
Item 4	<p>Membership Report</p> <p>No new members since last month. The Chamber has been asked by a couple of people to promote jobs and events. Nick suggested that promotions such as this would be sent only to</p>

	Chamber members and if the applicants wanted anything more then they should be encouraged to join the Chamber. This was agreed.
Item 5	Finance report There has been no change in the bank account balanaces since last month.
Item 6	Retail Group Update on the Festive Faringdon event from Denise. Wantage Silver Band and Heart FM will be there and Heart FM will be promoting the event beforehand. The French Market is booked as is the Craft Fair. G & G Butchers will be proivding their ususal BBQ and Budgens will be joining in but not yet sure how. Rotary are helping with the organisation and will take control on the day. The Chember has been asked to do a Mulled Wine Stall again. It was agreed that this should be done. All volunteers will be welcomed!
Item 7	Faringdon Area Project Julie reported that the Health and Social Care Group have now produced an information leaflet and this is currently at the printers. The leaflet will be distributed via the medical practices, dentists, opticians, day centres, etc. The Group were also involved in the recent Well Being event that was held in the Corn Exchange. Many healthcare professionals were there and the attendance of 130+ was the best in the current round of Wellbeing events in Oxfordshire.
Item 8	Presidents Remarks Nick has been elected as Chair of the Faringdon Joint Economic Forum (JEF). Nick explained that JEF are granted money from the local authorities for the economic development of the town. He is currently working on a bid with Oliver O'Dell of About the Place for £120,000 funding from SEEDA to help deliver the Action Plan projects. A discussion followed. It was suggested that the Arts Festival should be included in the bid. Nick will discuss this at a meeting with Oliver on 13 th October. Nick gave an update on the Focus On Guides, the Faringdon edition is going well, there is still some considerable work to be done on the Wantage edition. There has been a reluctance to get involved by the Wantage Retailers.
Item 9	Future Meeting Dates Next Meeting: Monday 9th November at 6pm at Brunel House. The Speaker will be Fiona McClure of Critchleys HR.
Item 10	Any Other Business Faringdon Business Breakfast Club – Paul, who is Chair of the Club explained that they regularly have 20+ attedees at meetings. It has been decided that the Club will change the format of their meetings and will host the breakfast at different venues around the town. He would like there to be better links between Chamber and Club members and to this end he will promote the Chamber meetings and the Business Lunches to Club members. Jane asked if the Chamber would sponsor a group to complete the Ridge Walk for charity in 2010. They need to find £200 to enter the event. It was agreed that the Chamber would pay the entrance fee and would ask for 50% to be refunded. Diary Dates: Faringdon Business Breakfast Club Monday 2 nd November at 7:30 am at Brunel House. Meeting closed at 19:45pm