



**MINUTES OF THE EXECUTIVE COMMITTEE MEETING
HELD ON TUESDAY 27 JUNE 2023**

PRESENT: Dave Peet Chris Norrington Boris Rusen Bruce Penson
 Dale Roberts Caroline Campbell Steve Hall Rebecca Charlesworth
 Zo Khan

APOLOGIES: Richard Field Mike Harvey

ITEM	DETAIL	ACTION
1.	Apologies. The meeting was opened, and apologies noted.	
2.	Minutes of the May meeting and any matters arising: Minutes were approved.	
3.	<p>Woking Borough Council report:</p> <p>The UK Shared Prosperity Fund allocation for 2024/25 is currently under review by colleagues from DLUHC and WBC.</p> <p>Surrey Short Film Festival – Lion Mountain Entertainment, a business from Knaphill, has created the Surrey Short Film Festival as part of National Film Week – taking place 6-8 October 2023, at the Nova cinema in Woking. There are opportunities for sponsorship.</p> <p>Village drop-ins – St John’s session. Feedback from attendees: the cost of living is still affecting everyone; business rates are high; sales are down; people are spending less. Recruitment is mostly from the local area, and parking is free currently in St John’s. 30% of business comes from within the area, with the rest from around the borough.</p> <p>Woking town centre: rents are too high; big brands aren’t there; parking charges are too high; wouldn’t go there to eat; feel the independents are pushed out due to high rents/rates but thrive in a village.</p> <p>Woking Chamber: Smaller local businesses did not feel they got much out of networking events, those surveyed said they intend to attend at some point but are not getting around to it. MB Architects (Matt Bickerton) expressed interest – RC to follow up.</p> <p>People are positive about Woking generally – friendly, accessible, good public transport, theatre, canal, outside space etc.</p> <p>Investing – Woking is a great place to invest, the council are helpful to businesses, the property market is still good, and there is a good cultural mix.</p>	

3.	<p>WBC continued...</p> <p>As part of the Place Branding project, WBC is conducting some 1-2-1 research, DP will be the chamber rep on that. Will not be able to launch it at WMB so will probably do a soft launch later in the year/new year. [Action] The council needs a speaker for WMB.</p> <p>Public Realm Usage Policy – renting out public realm space in the town centre, will go to the Council Executive on 13 July for recommendation for Council to approve on 20 July.</p> <p>Currently planning the Woking Car Show on Sunday 27 August (subject to sponsorship).</p> <p>Business Support Clinics – have been fully booked all year so far.</p>	
4.	<p>Treasurer’s report:</p> <p>Barnbrook Sinclair have signed off 2021 & 2022 accounts.</p> <p>WMB: going well with £20,000 of sales so far.</p> <p>House of Commons: payments are starting to come in. BR to provide RC with list of who has paid then she can send invites out.</p> <p>Membership subs: main issue is Rubi, trying to follow up on membership. Looking to meet with Glenn to resolve.</p>	
5.	<p>Environmental Committee report: Positive output from the committee, got lots of resources we need to get out to chamber members and other businesses in Woking. Feel like lots of good ideas but not actually doing anything to get those messages out there.</p> <p>Brookwood Cemetery Day – went very well, could have done with a few more people there. It was well organised, and you could do as much or as little as you wanted.</p> <p>Beautiful gardens, had a short tour.</p>	
6.	<p>Planning, Property & Retail Committee report: No meeting. Next meeting 19th July.</p>	
7.	<p>Business Development Committee report: Nothing to add to the minutes.</p>	
8.	<p>Membership update (incl vote in new members): None this month. RC/BR have been working on the renewals. BR will produce a list of who has not renewed yet for DP.</p>	
9.	<p>Upcoming events:</p> <p>House of Commons – RC has the invitations. They will be sent out once payment has been received.</p> <p>Italia Conti – still waiting to hear back re Sept date. It will be a Woking Chamber event – will need to charge people to attend and arrange food.</p>	

10.	<p>Open discussion on website: Discussions have been taken place around the new website. Some changes have been made.</p> <p>About the Chamber – combine with The Team.</p> <p>Benefits of being members – networking, liaison with the council, meeting other businesses.</p> <p>The Team – just lists the Exec committee. Needs to include their businesses and then click on the person to click through to more info about them/their business. Read more bit would not cost more info.</p> <p>Resources – ready to add information. Anything like links with helpful info for members. Environmental, how WBC can help etc. How do we structure it. Tiles with read more.</p> <p>News – need to add new items. Can we increase from six to more tiles on first page.</p> <p>Minutes – CC/GB to add these.</p> <p>Landing page – need picture of Woking, couple of sentences from DP. Three buttons – Join Us, Events, Offers. Member benefits.</p> <p>Benefits – Exec to check the content and see if anything needs changing. (Look at Woking Works for their script). Could also put Testimonials.</p> <p>Forum page such as LinkedIn, WhatsApp etc.</p> <p>Zo has volunteered to drive the website forward to getting things done.</p>	
11.	<p>Any Other Business: none.</p>	
12.	<p>Next meeting: Tuesday 25 July 2023, 6pm at DoubleTree by Hilton Woking.</p>	