

BRENTWOOD BOROUGH RENAISSANCE GROUP MEETING
4 July 2016

PRESENT:

Renaissance Group:

Clive Othen (Chair)	CO	Chair of Renaissance Group
Alan Jefcoate (Vice Chair)	AJ	Federation of Small Businesses
Mike Hawkins	MHaw	Brentwood Chamber of Commerce
Cllr Mark Reed	MR	Brentwood Borough Council
Kaye Thurgood	KT	Representative Central Shenfield Cluster
Emma Green	EG	Representative Kings Road Cluster
Natasha Radford	NR	Representative Town Centre East End Cluster
Laurie Edmonds	LE	Local by Social
Daniel Foley	DF	Baytree Centre Manager
Michael Hardy	MH	Environmental Auditor
Gerry Bender	GB	Environmental Auditor
Support group		
Elaine Richardson	ER	Brentwood Borough Council
Anne Knight	AK	Brentwood Borough Council
Cimi Hysenaj	CH	Brentwood Borough Council

APOLOGIES:

Cllr David Kendall, Cllr Gareth Barrett, Sue Page, Nish Patel

		Action
1.	Welcome and introductions: CO welcomed all present and all introduced themselves.	
2.	Minutes from 23.05.16: The minutes were agreed as a correct record with the response to minuted actions as follows: Item 3	

	<p>CO reported action to plan terms of reference to conduct retail research had not been progressed due to a lack of response to research proposals being sent out. ER reported that the Crown Street Arch application was progressing through planning and in the 21 day consultation period.</p> <p>Item 5 CO reported the receipt of only 2 cluster budgets so this would be agreed at the next meeting</p> <p>Item 6 MHaw gave thanks to all involved in presenting the Medieval Market Charters at the Friday Market as part of the Brentwood Arts Trail.</p>	
<p>3.</p>	<p>Business Trade Cluster Updates:</p> <p>Central Shenfield: KT reported on a very successful 12 June Summer Jazz Afternoon themed on the Queen’s birthday, with good feedback from the local community and businesses.</p> <p>A Halloween event was being planned with street actors dressed as zombies, spooks and witches, a trick or treat treasure hunt and flash mob dancers. Tescos and the Co-op have agreed to supply trick or treat sweets and gifts.</p> <p>KT reported that there was to be no Shenfield Christmas Fayre organised by the Community Events team due to budget cuts, health and safety issues from the road closure and lack of resources. KT and NP had met with Kim Anderson and ER earlier in the year to discuss and the clusters were asked to suggest alternative smaller scale Christmas activities preferably on more than one date and which did not involve a road closure. CO expressed concerns that there would be a Brentwood Lighting Up but no Shenfield event. ER confirmed that Shenfield would still have the Christmas Lights. KT said that Ward Members were in favour of retaining the event.</p> <p>Kings Road: EG reported little support for their cluster or input from local businesses. EG had been trying to recruit new members in a wider area of Kings Road with 3 businesses interested in joining.</p> <p>Brentwood Town Centre East End: NR reported that new businesses were opening in Ongar Road helping to boost business to the area including a new shoe shop, beauticians and Ivy Rose Florist who are keen to be involved in the cluster.</p> <p>MH reported a large unauthorised advert for Mega Camps on the Ongar Road wall of Money Change business premises.</p>	

	Action: Request that Planning Enforcement arrange for its removal	ER
4.	<p>Proposals for Ingatestone and Brentwood Business Trade Clusters</p> <p>Ingatestone Cluster CO stated that there had been no interest from Ingatestone businesses in continuing with a cluster or offers to take over as cluster lead. Denise Morris of Walkers Estate Agents could not lead the cluster as expected due to business commitments and had been unable to find a replacement. CO had asked the Mayor for help but again they had drawn a blank. After discussion CO agreed to a proposal to close the cluster with a final decision at the September meeting. Also that the financial consequences of not having a cluster would mean no budget for Ingatestone.</p> <p>Brentwood Clusters CO stated that Brentwood needed to copy the successful Shenfield cluster models and reduce to 2 clusters for the East and West Ends with deputy leads, new members who could act as project leads and working more closely together and with Shenfield.</p> <p>Action: Arrange a RG Management Team Meeting to look at the geography and clusters ready for September</p> <p>EG was trying to arrange a fashion show for the Kings Road Cluster and felt this would benefit from wider business support and advice on sponsorship from Shenfield.</p> <p>Action: EG and KT to meet to discuss sponsorship for Brentwood</p>	<p>ER</p> <p>EG/KT</p>
5.	<p>Cluster Project Plans and Budgeting 2016/17</p> <p>CO deferred budget proposals and project planning to the September Meeting.</p>	
6.	<p>Bid Funding Applications</p> <p>None submitted</p>	
7.	<p>Brentwood Website Update</p> <p>LE asked to postpone the update until the September meeting and requested news and offers from businesses to put onto the website. MR sends Brentwood Theatre information online for the RG website.</p>	

	<p>Action: KT, EG and LE to meet with their respective cluster shops to explain the website and encourage the sending of news, offers and events to LE.</p>	<p>KT/EG/LE</p>
<p>8.</p>	<p>Business Support Update</p> <p>AK handed out a promotional postcard for the Brentwood Business Showcase on 2 November 2016 at Brentwood School and summarized the good progress securing keynote speakers, workshops and exhibitors. The showcase website: www.brentwoodbusinessshowcase.co.uk was launched in June.</p> <p>Action: Give KT, NP and EG postcards to hand out</p>	<p>ER/AK</p>
<p>9.</p>	<p>Environmental Audit Update:</p> <p>MH advised of homeless people living behind the closed Co-op Bank in the alleyway.</p> <p>Action: Contact Helen Gregory, Head of Housing to make aware</p> <p>MH reported that the summer flower planters were in place on the High St and benches had been cleaned through the Depot. However, pallets had been chained to trees on Brook St and there was fly posting for the Brentwood Centre Friday Car Boot sale and a Dagenham music event at the Brook St roundabout and around the Town Centre.</p> <p>Action: Request removal of fly posting through Tony Wilson the Street Inspector</p> <p>CO expressed the group's sadness that Cllr Vicky Davies had fallen and broken her arm in the High St.</p> <p>Action: CO asked that the environmental audit section of the website be updated for review at the next meeting</p> <p>MH reported that there was still a problem with A Boards blocking the High Street and being chained to signs, causing health and safety issues. ER had a complaint from Sue Higgins, Chairman of Brentwood Access Group and on behalf of Guide Dogs for the Blind about unsafe A boards and shops flouting the A Board Policy. Sue Higgins had received no response when reported to county.</p> <p>Action: David Kendall to approach County for support in enforcing the A Board Policy</p> <p>EG reported the dangers for pedestrians in Kings Road where there was little room for buses to pass parked cars with buses often</p>	<p>ER</p> <p>ER</p> <p>GB</p> <p>DK</p>

	<p>mounting the pavement and stand offs between buses and cars trying to pass.</p> <p>Action: Cllr David Kendall to report on highways safety issues in Kings Road at September meeting</p>	<p>DK</p>
<p>10.</p>	<p>Any Other Business:</p> <p>LE gave an update on the successful Art Trail, 15-30 June. 75 artists had displayed work in 32 venues across the borough, most of which were independent shops and cluster members. The bid funding budget utilized had also reduced to £1500.</p> <p>CO reported on the finding of an earlier Brentwood Market Charter than the 13th Century ones which had been translated. Suggested the group considered how this could be researched as a school project. AK suggested a bid with the Community Events Team to help with an annual Market Charter Day. MR suggested an approach to Father Colin of St Thomas Church for support with this event. CO had asked Mike Allen to change the name of the High Street Market to Brentwood Charter Market and suggested the Highway entry signs to Brentwood be changed to reflect Brentwood as an Ancient Market Town.</p> <p>Action CO requested that all cluster leads attend the September meeting or send a deputy as cluster issues were being discussed.</p>	<p>Cluster Leads</p>
	<p>Date of next meetings: Monday 12 September, 9 November 2016 in Committee Room 1 Town Hall.</p> <p>NB Change of date from 5 September</p>	