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## **Dunoon BID Board Meeting**

**October 7th 2020**

### **Zoom Meeting**

Minutes

#### **Seredundant**

Colin Moulson, Yolanda Shoemake, Ross Petro, Jean Wilson, Helen Dick, Jamie Mulholland, Alasdair Baird

#### **Apologies**

Ian Cairns

#### **Minutes approval from June 2020**

JW JM

#### **Digital Dunoon Update**

Ann Campbell and Hannah Clinch joined the meeting to update the board on the progress of Digital Dunoon.

Digital Dunoon was created to improve the digital footprint of Dunoon. In response to the COVID they created a directory and business survey to determine what kind of support the businesses of Dunoon needed most during this time. After receiving 96 responses they identified the needs and went on to create the 'Microbytes Project'

Microbytes included online events, 1:1 support, blog articles and continuous consultation.

The Digital Dunoon website is a hyper local tool and found that there were 450 unique visitors to the site and based on the average stay time suggests that visitors were engaging.

Ann and Hannah spoke about the opportunity to use a local photographer to update Google Street View as the current images are over 10 years old and do not reflect the current version of the town.

Next steps for Digital Dunoon are all funding dependent however a need for short term marketing, 1:1 training and developing shared online promotion.

These are all funding and partnership dependent.

There is a 'smaller pot' of money that DD will be applying for, that enables them to continue the popular Microbytes blog. The goal of the blog is to connect local people to businesses and going forward a realistic cost to continue this work would be £1.5k.

Anne and Hannah also advised that there has been a new post created and filled to set up Dunoon cycling scheme.

### **Gasworks and PEL**

Gasworks has been confirmed as safe to use by WSP report meaning that PEL amendment should reflect this. CM will contact council re this.

CM will also follow up on creating outlay of Drive in event, as well as submitting outlay of event. AB asks about new risk assessment, CM ensures that risk assessment has been updated and submitted and includes lighting and emergency lighting.

YS advises to contact sse regarding the community generator, CM will have a definite answer re this by next Friday.

Other elements of the event that need to be organised include sanitizer, toilets and a helper to direct traffic.

YS also advised the 51<sup>st</sup> state and Ice cream van will be trading at the event therefore a pitch from each will be paid.

JW asks what the cut off date is for the cancellation of the screen as there has not been a large amount of tickets sold for the event. All are in favour of keeping this under constant review as DP cannot afford to make a loss on this event.

### **Pumpkin Patch**

YS advises that all volunteers are organised, all prizes are ready and there is an engineer creating the Halloween maze. Pumpkins donated from the supermarket have also been organised.

All board members discuss the health and safety aspects of this event and all are satisfied that every area has been covered - a clear one way system with entry and exit, social distancing and sanitization for each guest and each game station will be manned by a volunteer to ensure it is sanitized after each use. The ticketing system also allows for social distancing as each session is capped to a manageable number. CM states that risk assessment was sent in September stating these H&S measures.

JW advises YS to send invoice to DP for the money she has spent on the event.