



PEMBROKE CHAMBER OF TRADE

NOTES OF MEETING:	Chamber of Trade
DATE:	Tuesday 7th March 2017
Attendees	Stephen Thornton(Chairman) David Halstead (Vice Chairman), Claire Short (Secretary), Daphne Bush (councillor), Jon(Pembroke Castle), Gareth Williams(Williams Properties)
Apologies	Tina(That's Nice), Kelly Smith(The Ribbon Ladies), Guy Thomas, Simon(NDToy Insurance), Joanne Owen(Owen &Owen), Andi(Mondi), Deborah Wilcox(Floral Designs), Beth (Williams)

	Item Discussed		Action Points
1.	Agreement of minutes from previous meeting	Amendment from the previous meeting as follows: The cost for the glow sticks was £351.59 and not £831.59 the remaining cost of £480 was the cost of an advert that was paid for by the chamber but the money was refunded to the chamber by the 20 business's in the high street that advertised.	
2.	Treasurers Report	David said that Sara Alderman has resigned as treasurer.	
3.	Matters arising 4.1 Spring Event 4.3 Summer Event - Football match	All agreed that as the Ribbon Ladies were no longer able to organise as they were closing down the shop on the main street it is too late to organise anything. David gave an update on the summer event. Neil Thomas has agreed to do the event for free. David will obtain food hygiene certificate and liability insurance for the food van that will be at the event. Stephen agreed to do the disclaimer for participants to sign for the event. David suggested that the profits from the event would go to charity. As a group we discussed a possible charity being the education project at Monkton School this project funds education for adults and children free of charge and is available for all in the surrounding areas. Agreed to discuss this further at the next meeting and invite the headmistress to the meeting in May to provide us with more information. As a group agreed that St Johns Ambulance would need to be at the Summer event and the costs of £50 were approved.	

4.	A.O.B	<p>Discussed the empty shops in the high street and all agreed that it would be helpful for Kevin Shales (Regeneration officer) to attend the next meeting. Kevin Shales also runs a scheme for pop up shops. Daphne agreed to invite Kevin to the next meeting.</p> <p>Daphne said that the money needed for the feasibility study on the 3 empty properties at Castle Terrace has been obtained and Susie from the town council and Linda Asmon will be arranging this. Stephen agreed to send a letter to the council on behalf of the chamber supporting the regeneration of Castle Terrace to be a visitors centre and bring the library and tourist information back to the high street.</p> <p>Daphne said that there is a regeneration meeting every month in the town hall and the next one is on 20th March at 10.00am anyone is welcome to attend. Daphne agreed to supply the minutes of these meetings to the chamber.</p> <p>Daphne said that the consultants for the master plan for Pembroke will be engaged by April.</p> <p>Stephen said that he has had assurance from the council that they are committed to resolving the signage in the town. Also that Darren Thomas is in the process of reviewing the parking in Pembroke with a possibility of free parking after 3.00pm.</p> <p>Stephen said that the contract for the website for the chamber of trade has been terminated and we will be looking into other options to be discussed further at the next meeting.</p> <p>Next Meeting Monday 3rd April Castle Inn 6.00pm</p>	
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