

MEETING OF GARFORTH TRADERS ASSOCIATION

WEDNESDAY 5TH JUNE, 5.15PM @ BARAKA COFFEE SHOP

Present : Peter Mudge (Leeds City Council), Kevin Pease (Pease of Garforth), Nick Castle (Baraka / Cielo), Anne Corry (Dorothy Anne's), Denise Peech (Fancy Pants), Sam & Steve (Adore), Alison Lane (Precious), Main Street Café

1. Election of Garforth Traders Chair Person

- Following the resignation of Lesley Pepper and Jane Ann Parsons from their posts as Chair & Vice Chair of the Garforth Traders Association, Kevin Pease was elected as Chair . Anne Corry and Alison Lane offered support in terms of organisation of meetings, distributions of minutes etc.

2. Rate Appeal

- It was agreed by all that the business rates on Garforth Main Street are exceptionally high and it was suggested that a co-ordinated appeal on behalf of all Traders may have more impact / result in greater reductions than each business appealing individually. Letter to be sent to all businesses to ascertain who may be interested.
- Kevin Pease & Anne Corey offered to discuss with the companies they currently use for Rate Appeals.

3. Car Parking Strategy

- Work is already underway on implementing the car parking strategy and highway improvement scheme and is expected to run for 16 weeks.
- Garages in the car park behind Barclays Bank are being demolished to create additional parking spaces and this is due for completion by close of play on 06/06/2013.
- 1 hour car parking spaces are being introduced at designated points along Main Street.
- Un-used land at the top of Main Street is to be used to create a new long stay car park with 151 spaces. Expected completion August 2013.
- Once this car park is completed, the car park behind Barclays & Barley Hill car park will become designated short stay car parks for shoppers and will include both 2 and 4 hour stay bays.
- Whilst the Council are funding the refurbishment of the new Town End car park, the land is privately owned and charges for parking have been initially agreed at £1 per hour for shoppers and £3 per day for Traders.
- Some Traders expressed an interest in securing an annual parking space in the Town End car park. Alison Lane & Nick Castle to meet with land owner to discuss this in further detail. Letter to be sent to all Traders asking if this is something that would be of interest to them and, if so, how many parking spaces they would require.
- All monies raised from the Town End car park will be donated to charities for disabled children. It was agreed that this was something worth "shouting about" and that this fact should be made very clear on the car park signage.
- Payment for use of the Town End car park will be made via mobile phone, as there are security considerations associated with having "Pay & Display" machines in the car park.
- 20mph speed limit is being introduced along Main Street.
- Peter Mudge to email a plan / map of the proposed parking arrangements on Main Street so that people can see where the 1 hour bays etc are planned to be.
- Peter Mudge advised that funds had been provided to Garforth in Bloom to provide plants around the new Town End car park. This is due to take place over the next few weeks.
- Yellow zig-zags are to be included alongside the Sensory Garden in Halliday Court to allow access to the garden.

4. Pre Business Start Up Workshops

- A Pre Business Start Up Workshop is being held in Garforth Library between 10.30am – 1.30pm on Thursday 4th July.
- Workshops are available with a variety of business support organisations including – “An Overview of business support within Leeds” – Leeds City Council. “How to access Business and Patent Information Services” – Library Business Service. “Business Advice & Guidance” – Leeds, York and North Yorkshire Chamber. “Making Tax & Book keeping less painful” – WGN, Chartered Accountants. “Maximising your marketing ability” – Chartered Institute of Marketing. “Are you eligible for the Enterprise Allowance Scheme” – Job Centre Plus.

5. Community Market

- Proposal for a Craft / Farmers market to be held a couple of times a year was briefly discussed.
- Vanessa Cairns plans to attend next meeting on Wednesday 17th July to provide a further insight in to her proposals.

6. Loyalty Card Scheme

- Introduction of a Garforth wide loyalty card scheme was briefly discussed and may be something to reconsider / revisit in the future. At this stage however, it was felt that the management of such a scheme would require a significant amount of resource to implement effectively.

7. Crime Prevention

- It was agreed that a strategy should be agreed and implemented to notify businesses if thieves / shop lifters are known to be operating in the area. Method of notification to be agreed.
- It was suggested that each business displays identical signage stating that “Garforth does not tolerate shop lifting and that Traders will prosecute”. It was also suggested that similar signage be put up on Main Street itself.

8. Business / Trader Contact Details

- Letter to be distributed to all businesses requesting a contact email address so minutes / meeting dates etc can be easily circulated.

9. Emergency Contact Details

- Following a sad incident when someone recently died in one of the shops on Main Street, it has been proposed that all businesses keep their contact information (as may be requested by the emergency services) by the telephone so that this is easily accessible should it be required.

10. Next Meeting

- The date of the next meeting was agreed as Wednesday 17th July at 5.30pm and Nick Castle again kindly offered the use of Baraka for this meeting.