

One Linlithgow Board Meeting

Minutes of Board Meeting held Wednesday 18th March 2020 @6pm via Skype

Present: Evelyn Noble (Chair), Mark Darragh, Liam Maguire, David Tait, Diana Kelly.

Attending: Eddie Linton-Smith, Sally McIntosh-Anderson.

Item	Action Reference
<p><u>Meeting conducted over SKYPE due to Corona Virus concerns and government guidelines.</u></p> <p>Items for discussion:</p> <ul style="list-style-type: none">Postpone all normal board meeting activity.Concentrating on supporting businesses and ideasWays to best support businessesImprove on communications with businessesUpdating the website <p>MD had received an email from High Street Traders asking about the possibility of a centralised delivery service, grouping deliveries from all open businesses using volunteer base to make one delivery from several companies to one customer. It was agreed there was a good volunteer base building from the local Corona Virus Support Group recently launched on social media. It was suggested that information should be made available to people not on social media who were maybe most vulnerable. A lot of high street businesses were posting on the HST group they were doing deliveries locally so it would be good to put all that together.</p> <p>It would be helpful to construct a list of businesses still open, open for deliveries or working changed hours. Information from database, social media and response to email going out. Could this be linked to volunteer activity?</p> <p>It was agreed the list would be useful, the business information once updated could be used. ELS agreed to work on the list making sure it was up to date and making it available on the website.</p> <p>ELS explained website had been updated with a Corona Virus section including government links and information.</p> <p>It was agreed that the BID needed to be more visible to be doing something and being effective, as bills had only just gone out and wouldn't be paid immediately the key focus had to be business support and community support. Businesses who wanted to pay but were unable could be directed to the payment scheme available where it is broken into payments.</p> <p>Its important to look for opportunities while all businesses are still trading, they will need to trade hard until they are told to close.</p> <p>Lots of post sharing about shop locally, supporting local businesses and also pointing out shopping locally is safer as the shops are quieter with less people, the shops can even close once customers are in making it quiet shopping times.</p> <p>There should be a write up about the scheduled meeting with Martyn Day on Friday, so that businesses know One Linlithgow is still meeting people and trying to get answers and information that businesses are looking for.</p> <p>There was an update on the Hand Sanitiser being available soon, provisionally enquired at Linlithgow Distillery for available stock, DK offered to speak to a supplier and see if we can get it in bulk too. The idea would be to offer it to businesses in the area.</p> <p>Will be in email offering to open businesses to be sent soon.</p>	

The board were encouraged to keep checking in with each other via WhatsApp group created for the board but anything requiring a decision or discussion should be done via email for those who do not use WhatsApp regularly.
One Linlithgow would be applying for the business support grants via the government and council as per other businesses.

The meeting for Mill Road closure of accounts was confirmed for next week, situation being what it is this will probably be moved to email contact between board and decisions to follow.

Next meeting TBC