

MEETING MINUTES

Date	21 September 2020
Location	Mayfield Medical Connection: 55 Hanbury St, Mayfield
Time meeting opened	5.01pm
Person keeping minutes	Clare Wilkinson

ATTENDEES

Name	Abbreviation	Business represented
Warren Pullbrook	WP	Brook Motors
Mark Dowling	MD	MDRE Real Estate
Kath Teagle	KT	Mayfield Medical Connection
Sonia McNaughton	SM	Mayfield Medical Connection
Ashlea Dowden	AD	Mayfield Florist
Guests		
Meg Purser	MP (PCC)	Purser Corporate Communication
Clare Wilkinson	CW (PCC)	Purser Corporate Communication
Thomas Michel	TM (CN)	City of Newcastle

MINUTES:

Item	Details	Actions
Governance	SM attending over the phone on speaker. KT left meeting at 5.43pm.	
Conflict of interest	Nil	
Previous minutes	Accepted and approved by all.	
Matters arising	Jeremy Bath requested to attend BIA meetings. Will hopefully attend next meeting.	
Correspondence	Nil.	
Budget	TM provided outline of funds available to MP. MP reminded attendees all money from Mayfield SBR must be used in Mayfield including overflows.	PCC: Re-send deliverables plan to WP.
	BIA wants to ensure SBR money is well spent on behalf of the businesses of Mayfield.	
	Total amount currently in Mayfield account is \$278, 008. Of this \$100, 000 per year is allocated to BIA, the rest is contestable.	
Deliverables Plan	AD: What information is there in Deliverables plan to promote business. MP: Economic development, beautification and promotion are pillars of SBR funding. These are considered for all BIA projects.	



City of Newcastle	Pot plants: See below in general business	
matters	TM discussion with Sarah Horan. Lighting in Mayfield as an option for events.	
Subcommittee	Live spots:	MP: Investigate
reports	WP: Locations are key. Rotunda in Dangar park is favourable.	Mayfield pool ownership.
	Mayfield End-of-Summer pool project - MD Idea: Last swimming day of year, open up pool for everyone and their dogs. Positively received by group. Opportunity or BIA sponsorship.	
	Business Support: Project commenced in Newcastle City BIA. Paired with CN, The Business Hub and BIA and their funding. Located at 265 King street, Newcastle. Nepotism avoided by board-based preapproval assessment. 24 organisations have donated time for this project. Largely donated time.	MP: Updating information post meeting this week.
	Illuminate Mayfield: AD keen to head project. Puppet troupe Curious Legends can assist in making illuminate Mayfield a bigger event which is family friendly.	
	Happiness Project: No updates. Outlined to group.	
	Newcastle Food Market: Suggestion raised by TM. Potential for Mayfield to host a food-related market.	
General business	Pot plants in Mayfield Precinct:	KT: Contact
	AD conducted a thorough report submitted 25 August to Mayfield BIA. Majority if persons consulted nominated the plants to be removed. Mayfield BIA approves removal of plants from Mayfield precinct. TM: Quote from CN can happen if BIA approves. KT: Multicultural centre happy to take the	Multicultural centre to pick up pot plants with planters for free.
	plants away on their own accord. Approved KT to consult and let them know this is accepted. If not accepted, CN to be contacted and remove using previous BIA funding.	
	Banners Banners are on light poles owned by Ausgrid.	
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	Slogan: CN suggests 'Made in Newcastle'. Mayfield already has 'This is Mayfield'. WP raised concerns with central messaging. MP suggests 'This is Mayfield'. WP wants Mayfield to be 'known' for something.	WP: Contact Ausgrid about removal of flags.
	Parking:	
	MP spoke to Davie Clarke at CN to provide feedback within Newcastle. MP will bring information back to Mayfield BIA. MD: Victoria street car park has failed to be maintained for years and is in a state of disrepair.	
	Car Parking on Maitland Road. Tight parking. MD suggests doors and wing mirrors on cars are hit regularly. Space and safety issues. Turning lane potential produces hazards.	
	Cycling: More cycleways would be preferable. Lack of promotion and not connected to desired areas e.g. TAFE, University.	
	NBN: All Mayfield has fibre NBN. MD suggests this is the little-known fact. Mayfield can offer proper broadband.	
	Convenience Map: WP suggested a map outlining where key convenient businesses are located in Mayfield. E.g. where you can get a coffee while getting your car serviced, or where you can buy flowers while waiting on someone who is shopping at Coles. This may help promote local businesses and visitor economies. All persons at meeting approve this and agreed it will add value to visitors in Mayfield.	
	Website: Register to be created ASAP when deliverables plan finalised.	
	Mayfield Dog Park: Suggested by MD. Fenced dog park would be preferred. TM to investigate.	TM: Check with CN and see if Mayfield can get a fenced dog park
Review: how did	Well. Positive reception and good discussion.	

NEXT MEETING:

we go?

Date:	Monday 19 October 2020
Time:	5.00pm



ABN: 55 634 039 506 | INC ID NUMBER: INC1901583

Location:	Brook Motors: Mayfield
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MEETING CLOSE:

Time meeting closed:	6.10pm
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