

## MEETING MINUTES

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

## ATTENDEES

<b>Name</b>	<b>Abbreviation</b>	<b>Business represented</b>
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
<b>Guests</b>		
Meg Purser	MP (PCC)	Purser Corporate Communication
Clare Wilkinson	CW (PCC)	Purser Corporate Communication
Thomas Michel	TM (CN)	City of Newcastle

## MINUTES:

<b>Item</b>	<b>Details</b>	<b>Actions</b>
<b>Governance</b>	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	<p>TM provided outline of funds available to MP. MP reminded attendees all money from Mayfield SBR must be used in Mayfield including overflows.</p> <p>BIA wants to ensure SBR money is well spent on behalf of the businesses of Mayfield.</p> <p>Total amount currently in Mayfield account is \$278, 008. Of this \$100, 000 per year is allocated to BIA, the rest is contestable.</p>	PCC: Re-send deliverables plan to WP.
<b>Deliverables Plan</b>	<p>AD: What information is there in Deliverables plan to promote business.</p> <p>MP: Economic development, beautification and promotion are pillars of SBR funding. These are considered for all BIA projects.</p>	

<p><b>City of Newcastle matters</b></p>	<p>Pot plants: See below in general business</p> <p>TM discussion with Sarah Horan.</p> <p>Lighting in Mayfield as an option for events.</p>	
<p><b>Subcommittee reports</b></p>	<p><b>Live spots:</b> WP: Locations are key. Rotunda in Dangar park is favourable.</p> <p><b>Mayfield End-of-Summer pool project - MD</b> Idea: Last swimming day of year, open up pool for everyone and their dogs. Positively received by group. Opportunity or BIA sponsorship.</p> <p><b>Business Support:</b> 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 pre-approval assessment. 24 organisations have donated time for this project. Largely donated time.</p> <p><b>Illuminate Mayfield:</b> AD keen to head project. Puppet troupe Curious Legends can assist in making illuminate Mayfield a bigger event which is family friendly.</p> <p><b>Happiness Project:</b> No updates. Outlined to group.</p> <p><b>Newcastle Food Market:</b> Suggestion raised by TM. Potential for Mayfield to host a food-related market.</p>	<p>MP: Investigate Mayfield pool ownership.</p> <p>MP: Updating information post meeting this week.</p>
<p><b>General business</b></p>	<p><b>Pot plants in Mayfield Precinct:</b></p> <p>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.</p> <p>TM: Quote from CN can happen if BIA approves.</p> <p>KT: Multicultural centre happy to take the 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.</p> <p><b>Banners</b> Banners are on light poles owned by Ausgrid.</p>	<p>KT: Contact Multicultural centre to pick up pot plants with planters for free.</p>



<b>Location:</b>	Brook Motors: Mayfield
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**MEETING CLOSE:**

<b>Time meeting closed:</b>	6.10pm
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