



PEMBROKE CHAMBER OF TRADE

NOTES OF MEETING:	Chamber of Trade
DATE:	Tuesday 7th November 2017
Attendees	Stephen Thornton(Chairman), Claire Short (Secretary) David Halstead (Vice Chairman), Gethin Rees (Treasurer), Jonathan Grimes (Just Great Design & Print), David (The Hope Inn), Chris Scholfield (The Castle Inn), Andy Evans (Monddi), Richard Ormond (Guy Thomas), Jon Ryan (Wisebuys), John Short (JS Oven Cleaning), Deborah Wilcox (Floral Design), Mena Williams & Carol (Eastgate Gallery), Emma Dewhurst (Eaton House) Tony Keys (Welsh Air Ambulance), Catherine Orton (Business Wales)
Apologies	Simon(NDToy Insurance), Joanne Owen(Owen &Owen), Daphne Bush, Jon (Pembroke Castle), Russell Grimsley (RWG Auctions), Beth (Food at Williams)

	Item Discussed		Action Points
1.	Agreement of minutes from previous meeting	Minutes agreed.	
2.	Treasurers Report	Balance on account £3191.93 Gethin said that Tony Keys was attending the meeting to accept a donation cheque from the chamber for £100 from the proceeds of the Summer Football event that David organised.	
3.	Business Wales	<p>Catherine Orton from Business Wales attended the meeting she said that Business Wales can offer a number of free business support services.</p> <ul style="list-style-type: none"> • HR Support • Help with Start up businesses • Support for existing businesses to grow • Staff Handbooks • Telephone Support • Mentorship Face to Face • Trade Advisors • Free Workshops • Skills Advisors • Apprenticeships • Appraisal Templates • Updates on employment law <p>Catherine recommended that businesses consider signing up to the Business Wales Directory as this is a good tool for market research and also networking between businesses. Catherine said that they are looking for business owners to be mentors for others these are unpaid roles with expenses paid.</p> <p>Catherine said that the services that Business Wales provide are free of charge.</p>	

4.	A.O.B	<p>Stephen said that we have a quote for a standing banner to use for promotion of the new Visit Pembroke website for £73 cost was approved for this.</p> <p>Stephen said that the feedback from the chamber for the small business rate relief document has been submitted.</p> <p>Stephen said that Amion consultants seem to be leaning towards Castle Terrace being a possibility for a visitors centre for Pembroke but further research needs to be completed to look at funding streams available and how they can be accessed.</p> <p>Discussion within the group re the placement of the next possible statue which maybe William Marshall. All agreed that the preferred location would be near green box near St Michaels Square Stephen to feedback this information to Linda Asmon.</p> <p>Stephen said that a letter has been sent to the chief executive of the Co op on behalf of the chamber to try and get an update on the plans for this building.</p> <p>David said that the next meeting would be a short meeting followed by a buffet/food at Drifters and asked that a budget of £80 be agreed for the cost of this. Cost agreed.</p> <p>Next Meeting Monday 4th December Drifters 6.00pm</p>	
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