



Meeting of the Business Forum Mid Devon Executive

Wednesday 14th March 2018

BW Tiverton Hotel

Minutes

1. Attending: Andrew Lathwell, Chris Prentis, David Disney, Chris Shears, Mark Challacombe, Linda Middleton-Jones

Apologies: Stuart Carrington, Colin Slade, Richard Chesterton

2. Acceptance of January meeting minutes -AL
3. Matters Arising: None
4. Chairman's Opening Remarks: Welcome
5. Finance: Balance now at £3,346.85
6. Membership Report: A Matrix of key statistics on membership and on events attendance provided information on current levels.

Current Membership: 49

New Members since January: 3

Outstanding renewals: 12

Committee members were asked to approach those companies known to them who were due to renew.

7. Marketing Report:
 - a. Work has been done on increasing SEO on the website
 - b. Chris Prentis to provide a write up on meetings for the website
8. GDPR Update
 - a. A Timeline for actions on GDPR has been outlined

- b. A draft GDPR Policy submitted for comment – request was made by LMJ that this remains an in-house document as it has not been finalised. At that stage the policy will be submitted to third parties to check.

9. Lifesaver Technologies to run a First Aid course for MDBF members at the Best Western. Cost of £10 pp to include lunch.

10. Events

- i. SW Business Expo – 15th March. Cards to be collected, counted and monitored for conversion to membership. Speakers to be identified.
- ii. Breakfast event approval given to run later in year.
- iii. MDDC Procurement slot to be included at Forum meetings

11. Guest Speakers

TBC

12. AOB

AL to talk to MDDC about business announcements that could be made via the Forum

Committee members requested to bring their own copies of Agenda's, minutes, policies etc to the meeting.

13. Date of Next meeting: 24.5.18