



**MINUTES OF MEETING HELD ON
4 JANUARY 2011**

Present: Ralph Maloney (Chair)
Jane Maloney
Adam Merton
Dave Blackett
Martin Bell and Mary Edwards
Nanda De Rosa
Carol Wyles
Brian Williamson
Michelle Deller
Gareth James
Louise Sullivan
Kim Burberry
Richard Malachowski
Marcia Bird
Eileen Le Voi (part)

Apologies: Jacqui Hedington
Martin Owen
Will Ruddell
Gill Tanner
Justine Eldred
Krystyna and Paul

1. Apologies:

Apologies are noted as above.

2. Introductions:

Introductions were made for the purpose of all members present.

SSBP were formally introduced as supporters of Shunryu Kenpo Karate Academy. Further information can be found on the website.

3. **Recruitment campaign for 2011 and prospects:**

Dave Blackett is currently awaiting feedback from various businesses and trades including electricians and plumbers etc. Members were reminded to invite people they know to the Group and contact Dave for any further information.

4. **Website update:**

Analytics data regarding hits on the website were passed around for members to view.

Members were reminded to download the SSBP badge onto their websites to encourage further hits.

5. **Interim advertising leaflets:**

Ralph Maloney and Adam Merton will be taking this forward during the month by designing an A4 leaflet with all members' details on.

The Sawtry Eye has agreed to let the Group have a write up in each publication.

6. **Request from Julie Drummond at Hunts DC:**

Ralph Maloney had circulated an email regarding Julie Drummond's request for business volunteers to undertake mock interviews for students. The date for this is 26 January, times to be confirmed. Anybody wishing to have further information please contact Ralph Maloney.

7. **Charity night Friday 8 April 2011:**

Sawtry Working Men's Club is the agreed venue for the charity night. Entertainment has yet to be confirmed. Members were asked to provide any entertainment suggestions, raffle prizes and auction items. Ticket prices are also yet to be confirmed but may possibly be in the region of £10 each.

Ralph to ask Jacqui Hedington to decorate venue. **Action: Ralph Maloney**

8. **2011 SSBP objectives:**

Members were invited to propose their objectives for the Group and to email these to Ralph Maloney.

Agreed objectives so far are: Charity night, quiz night and to participate in the Sawtry Carnival. The Carnival this year will take place on 11 June 2011 and Louise Sullivan has kindly agreed to find out whether the Group will be able to have a marquee, members will be able to do demonstrations and hand out leaflets. Members were asked to email Ralph Maloney if they wish to participate. **Action: All**

9. **News and updates:**

It was noted that no feedback has been received from Business by Design following last month's representation at the meeting. Dave Blackett to make contact with them. **Action: Dave Blackett**

Discussion took place around the TV screen that was in the waiting room at the doctor's surgery that could be used for advertising. Louise Sullivan to contact the surgery and feedback to the Group. **Action: Louise Sullivan**

Members were reminded if they wish to sell or barter any unwanted goods this can be advertised on the website. Please contact Ralph Maloney for further information.

For any member who does not have a website it was noted that Google websites are free to set up. Any member wishing further information please contact Ralph Maloney.

Two further free listing websites were recommended for members to sign up to:

Findpeterborough.co.uk
Sawtry.org.uk

10. **Guest speakers for the future:**

The following guest speakers have been confirmed so far:

Marcia Bird - VAT and you (February)

Dave Dennis - Small businesses and the law (March)

Ralph Maloney - Marketing (April). This will include a skin care demonstration from members MBE Partners Limited

Brian Williamson - Long term care planning (May)

Anyone wishing to be a guest speaker at a future meeting please contact Ralph Maloney.

11. **Your group your suggestions:**

Members were asked to provide any suggestions as to how they would like to see the Group grow. **Action: All.**

12. **Any other business:**

Members were reminded to bring any leaflets or offers they may have to the meetings so that these can be circulated.

It was noted that the quiz night raised in total £118 in raffle tickets for the Christmas cake. £48 was raised on the night and further proceeds were kindly collected by Will and Zoe Ruddell the following Sunday from a children's party.

Next meeting: Tuesday 1 February 2011 at 7.30pm