

**SUMMARY OF TOWN CENTRE MANAGER'S ACTIVITY
BECKENHAM**

I have highlighted the activity that as TCM I have been involved in since the last working Group meeting on 4th September . I have done this under the main headings of my work stream.

**Cheryl Curr
Town Centre Manager
(6th November 2014)**

Safety

- Applied for additional grant from community safety so Purple Flag Award can be supported and progressed. If achieved the award should impact positively on business performance and reduce anti-social behaviour.
- Made arrangements for Purple Flag Workshop that took place on 29th October twelve participants and good representation of stakeholder groups.
- Liaising with LBB Licencing and police with regard to specific disorder issue at Beckenham Junction, meeting booked at Bromley Police station 18th November, with businesses the meeting should help to focus the need for a strong pub watch scheme that will help towards the Purple Flag award.
- Meeting with colleagues about arrangements for rough sleeper survey for central government taking place in November.

Environment

- Christmas lights scheme – on going, resolving issues around infrastructure as following testing remedial work was required. The scheme will start at Beckenham Junction and extend as normal to the Regal roundabout , this year the lights have been chosen to appeal to children. The large trees on Beckenham Green facing the high street will be lit
- Alleyway by Miso, following the threat of legal action the Landlord has now taken responsibility for this area and it will be maintained on a bi monthly basis
- Dealing with fly posting issues in particular the small business card size stickers that are not removed by the council as they are on the retailers property
- On-going issues at number 30 High street , visits to neighbours of this property liaising with colleagues in housing regarding associated issues such as fly tipping, noise and general anti -social behaviour. However new signage has been installed and the area is better monitored []

Events and meetings

- Assisted with BBA event at Gallery Seventeen targeting small independent businesses with the aim of increasing BBA membership this is rising slowly target is additional 15 new members by January 2015
- Assisted BBA event at the Beckenham Bookshop again targeting small independent businesses and using the opportunity to talk about the TfL bid.
- Attended Market on the Green supported exhibition van on 20th September , highest number of visitors to the van since .began using it at the markets in excess of 80

- Attended planning meetings with CCARA for Christmas event ,written Risk Assessment, confirmed booking PA /MC and acts for event ,checked documentation, dealing with colleagues re rolling road closure, for lantern parade. Christmas event details now finalised for event on 29th November
- Attended new café opening Nineteen Fourteas 13th September
- Attended Pop up Britain conference in London 26th September
- Attended TCT meeting .
- Attended Safer Neighbourhood Ward Panel Meeting

Promotion, Marketing & Communication

- Vouchers produced for town centre businesses handed out at the market .Businesses were interested in participating again after the initial idea launched at the last market.
- Collected donated Raffle prizes for BBA stall at market on the Green, good PR for those businesses and MC gave everyone a mention.
- Visits to businesses in the high street
- E bulletin sent to Businesses to update on current issues. And encourage feedback

Supporting BBA with the development of a new welcome pack and membership card. Art work and design complete example available

Transport & Accessibility

- Working with Traffic Engineering regarding the possible changes to the Residents Parking Zone , proposal now with Councillor Smith, still awaiting verdict
- Meetings/Correspondence regarding delivery bay in the Drive. Discussions have highlighted the nuances of deliveries and the only way to overcome this is longer observation times and the possibility of changing the designation of this bay to allow non-commercial vehicles to load and unload.

Partnership & Funding

- Continue to work closely with BBA and CCARA
- Applied for additional grant to support Purple Flag Promotional space booked outside Sainsbury.
- Waitrose supported Christmas lights through Green token scheme.
- Sainsbury to donate Mince Pies for Christmas event .

Other

- Internal Project group meetings regarding TfL bid
- Work with colleagues re naming of alleyways in particular entrance to old stable doors site.

Town Centre Manager
Cheryl Curr