

Minutes

Winsford 1-5 Executive Board Meeting

Date: 21st July 2016
 Location: Car Transplants, Road 3, Winsford Industrial Estate
 Time: 12 noon – 2pm

Present: Name	Company	Name	Company
Pete Price	Office Essentials	Louise Ashley	Groundwork
Jacqui Wood	CSS	Jane Hough	Groundwork
Richard Robbins	LP Chemicals	George Ralston	STM
Jaqueline Wilson	CWAC	Simon Schofield	Car Transplants

Apologies: Name	Company	Name	Company
Richard Robbins	LP Chemicals	Shaun Hardman	Iveco
Apryl Biddle	Minsups		

		Actions
Welcome and Apologies	PP Welcomed everyone to the meeting. Apologies were received from Shaun Hardman (Iveco), Richard Robbins (LP Chemicals) and Apryl Biddle (Minsups).	
Winsford Strategic Plan	The Neighbourhood Plan identifies 30ha of employment land at Winsford 1-5 industrial estate. When completed the site could provide more than 1 million square feet of employment floor space, creating approximately 2,000 jobs and attracting up to £90 million investment. Any progress should be known by the end of August. A real commitment from Cheshire West and Chester Council has been produced to enhance the economic opportunities in Winsford. The comprehensive programme identifies projects valued up to £200 million. The Winsford regeneration programme will be resourced over the next two years with £3.5 million from the Councils' Capital programme.	

Approval of minutes from last meeting and matters arising	<p>Approval of the minutes from the last meeting was received by the Board as a true and accurate record. JH went through the actions from the minutes of the last meeting. Outstanding actions:</p> <p>SLA to be finalised with OneTek/Groundwork.</p> <p>PN Daly who undertook some highway repairs / upgrades last year. The works undertaken left a strip of damaged grass verges to the Northern end of the Estate. The reinstatement of the grass verges is due to take place w/c 25th July.</p> <p>Banners to be reinstalled. This has been scheduled for w/c 25th July.</p>	<p>SLA needs to be finalised with OneTek,</p> <p>PN Daly to reinstate the verges.</p> <p>Banners to be reinstalled.</p>
Budget/Claim	<p>JH ran through the BID expenditure breakdown. Financially the Winsford I-5 BID is in a strong position and there are no cash flow issues.</p> <p>The accounts will be audited w/c 25th July 2016.</p> <p>PP requested the financial information to be sent prior to the next meeting.</p>	<p>JH to send financial update prior to AGM in September.</p>
Estate Managers Update	<p>LA ran through the main points of the Estate Managers Report.</p> <p>List of Defibs has been uploaded on the website however, GR suggested that the opening times of businesses that house one would be beneficial to have on the posters.</p> <p>A quote is required for the large metal signs at both ends of Road I. Name changes only.</p>	<p>LA to redo posters and distribute to the businesses.</p> <p>LA to obtain a quote for name changes.</p>
Projects Update	<p>CCTV/APNR</p> <p>Future development is hoped that CCTV/APNR cameras could be linked directly to the Police. LA to contact Chris Bernham at Cheshire Police.</p> <p>The SLA for the APNR/CCTV has been produced. Amendments need to be made and passed to the Solicitor.</p> <p>Security</p> <p>Regular contact on a monthly basis continues with Alpha Omega. August Bank Holiday cover has already been requested and processed.</p>	<p>LA to contact Chris Burnham.</p> <p>LA to contact OneTek.</p>

	<p>Defibrillator – Training has been agreed for all businesses who hold a defib. LA to contact Trainer and businesses for a suitable date.</p> <p>Traffic Issues on the Estate 2 Consultations have taken place with businesses to discuss the issues they are experiencing across the estate with parking and where they would like traffic regulations putting into place. Once the proposal has been received from the Council it will be sent to all businesses for their feedback. Once the final draft has been agreed, an official TRO will be processed.</p> <p>Road 3 Highways have booked this in for the local Network Steward and he has prepared a scheme for the DVI bed. LA will feedback on any progress.</p> <p>Traffic Management Data LA produced the traffic management data and went through the percentages – top speeds/lowest speeds etc.</p> <p>Image Enhancement A ‘walkaround’ the estate with members of the Council is scheduled for 25th July to discuss areas of responsibility for land maintenance. Following on from this, the SLA with the Council will be reviewed and signed off.</p> <p>Banners The reissued banners are due to be installed on 22nd July.</p> <p>Christmas Tree LA to identify a site for the Christmas Tree taking into consideration power/visability etc.</p> <p>Signs for APNR/CCTV System The CCTV signs were ordered, delivered and put into place on the Estate. PP asked if LA can check on their locations to ensure they have all been installed correctly.</p> <p>Bike to Work Day The annual Bike to Work Day saw over 200 participants.</p>	<p>LA to confirm date and invite businesses to attend.</p> <p>LA to forward proposal for TRO to all businesses for feedback once received from CWAC.</p> <p>LA/JH</p> <p>LA to produce an image audit on CCTV signs</p>
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