

Minutes

Winsford 1-5 Executive Board Meeting

Date: 7th June 2018
 Location: Tiger Trailers Road One, Winsford Industrial Estate
 Time: 12 noon – 2pm

Present: Name	Company	Name	Company
Pete Price	Office Essentials	David Snasdell	Groundwork
Jacqui Wood	CSS	Jane Hough	Groundwork
Chris Smith	Tiger Trailers		
April Biddle	Minsups		

Apologies: Name	Company	Name	Company
George Ralston	STM	Simon Schofield	Car Transplants
Robin Ashley	Coveris		

		Actions
Welcome and Apologies	PP Welcomed everyone to the meeting and thanked Chris Smith for joining the board. A short presentation was given by HS2 Stephen Cunningham regarding the proposed route and the impact on the Estate and surrounding areas. HS2 stated they wished to attend regular every 6 months to keep the board updated and any actions to be fed back to the board.	
Approval of minutes from last meeting and matters arising	The minutes were approved by the board and DS went through the outstanding actions. Actions: Enquiries regarding employment training. Advised that solicitors Butcher & Barlow on Gadbrook Park would conduct a workshop but they would need what area of employment legislation is required.	DS to send email to businesses to enquire what topics they want covering for a workshop and then book a lunchtime session shared with Gadbrook Park.
Budget/Claim	JH ran through the BID year end claim which is just being reviewed for the AGM. Financially the Winsford 1-5 BID is in a	

	strong position and there are no concerns regarding the finances.	
Estate Managers Update	DS ran through the main points of the Estate Managers Report. (See attached report).	
Projects Update	<p>Security</p> <p>No issues identified on the estate. DS reported one crime had occurred at International Packaging. Offices broken into but nothing stolen.</p> <p>Discussion regarding the cctv cameras and that they it would be prudent to purchase a spare camera as the time scale for repair was considerable as the cameras had to be sent off to Sweden. Board agreed to purchase a spare camera if Gadbrook Park BID who have the same make of cameras would go 50/50 so the camera could be used for both BIDS.</p> <p>Groundwork would retain the spare camera.</p> <p>DS advised that he has been enquiring into other companies for quotes for similar service as One Tek to ensure we had a plan if anything should happen to One Tek</p> <p>Image Enhancement</p> <p>DS advised that he had obtained the quote for the enhancement of the raised beds and the evasive weed problem. The quote was £3,168 by Property Wise. At the last meeting the board felt this was too much money to spend and DS advised he would speak with community payback to see how much they could complete the project for. This quote was for £1500. However, the board felt that whilst consideration was being made regarding the display boards and the new development we would hold off spending money whilst this was being explored. DS advised that the beds did look ok at this present time. Board agreed to review this project at the next meeting.</p> <p>PP raised his concerns regarding the damaged grass verges as a result of the electrical works along Road One. The issue had been raised with Highways and PP requested a letter be sent to Brian Clarke and Lisa Harris raising the concerns and ensure the grass verges are repaired prior to the contractor leaving the site. The</p>	<p>DS to speak with Gadbrook Park BID to enquire if they would agree to go 50/50</p> <p>DS to continue enquires with other service providers of CCTV systems.</p> <p>Board to review at the next meeting</p> <p>DS to send letter of concerns to Councillor Brian Clarke and CWAC Director Lisa Harris.</p>

	<p>BID pay £25,000 a year in enhancement and this damage was a detriment to the purpose of the BID.</p> <p>DS advised the board he had obtained a number of quotes for LED signage for the two signage boards and the cost was over £8000 for one small LED unit. Board discussed the sign boards and the future of the entrance to the estate with all the development going forward it was a concern to outlay money when the area may be able to obtain capital funding for new signs when the area is developed on both sides. DS advised just to revamp the signage would cost approximately 4k for both signs. The board felt that this project should be kept on hold for review when we have a better idea of the future development and time scales.</p> <p>PP requested we purchase some signage for the Cheshire Fencing regarding no advertisement placards. Board agreed up to a cost of £200.</p> <p>PP requested these signs be similar to the ones on Kingsmead and to be put up on every third section.</p>	<p>No further action required at this present time.</p> <p>DS to signage no fly posters/banners</p>
AOB	<p>PP requested that we follow up with Lisa Harris regarding his meeting some months ago with groundwork regarding the gate access at Meridian House. Although several Emails had been sent with no response this still needed resolving.</p> <p>PP requested that DS review the advertisement boards of businesses on the estate and request old worn ones be removed and replaced. M&M pallets and Home-style to name a few.</p> <p>Co-ordinated and Supported Business Community</p> <p>DS advised the board of the positive first Business network meeting on 19th April 2018 was positive with 25 attending. The next one is arranged for 20th June 2018 at Trampoline Park however if the response is poor this will be cancelled. To date I had had no responses from advertising on the weekly newsletter.</p> <p>DS asked the board if they were going to have a Christmas tree this year and the board agreed to this. Concerns raised that not</p>	<p>DS to follow up with Lisa Harris.</p> <p>DS to follow up and speak with businesses.</p> <p>DS to review if this event would go ahead if numbers where to low.</p>

	many employees attended the switch on. DS advised if we had a free prize draw for a food hamper or something similar it may attract interest.	DS to look at engagement strategy for the Christmas Tree light switch on.
--	---	---

Date and location of next Winsford 1-5 Executive Board meeting: TBC