

Reference: SB/B/F/038 Issue 1 Date: Dec 12 Type: Form

Minutes

Meeting: Winsford I-5 Executive Board Meeting
Date: 1st February 2013
Time: 12.00 – 14.00
Location: Ruck Ltd, Road One, Winsford Industrial Estate

- Pete Price (Chairman)
- Shaun Hardman (Iveco)
- Dharma Nurse (Ruck Ltd)
- Lisa Lyons (Briggs & Stratton)
- Mike Kelly (Groundwork Cheshire)
- Jane Hough (Groundwork Cheshire)

Apologies

- Richard Robbins (Euro Lab Supplies)
- George Ralston (STM)
- Greville Kelly (Groundwork Cheshire)
- Iain Paton (Cheshire West and Chester Council)
- Gill Williams (Cheshire West and Chester Council)

Agenda Item	Minutes	Actions
Approval of minutes from last meeting and matters arising	Approval of the minutes from the last meeting were received by the Board as a true and accurate record. Apologies were received from, Greville Kelly, Iain Paton, Gill Williams, Richard Robbins and George Ralston.	
Payment of BID monies/Finances	<p>The BID has spent £61,904 to the end of quarter 3, The BID levy outstanding debt will be discussed at a meeting with the CWaC business rates team in March to establish the level of arrears and actual debt that will be written off.</p> <p>The Quarterly claim has been prepared and the BID is operating within the 2012/2013 budget.</p>	JH to meet with Business Rates in March 2013
Projects Update	<p>PP & JH provided the meeting with an update on the Travelling Showman Proposal. No further developments have taken place since the last meeting.</p> <p>JH provided the Board with a proposal from Turley Associates, which provides costs for supporting the Winsford I-5 Group with objections to the Travelling showman planning application. A discussion took place and it was agreed to review this once CWaC had put the proposal forward to planning application.</p>	To be reviewed at a later date

	<p>C/fwd from last meeting – GW to request the noise survey findings from Anthony Hodge</p> <p>Cheshire Media Academy has now started to take footage of the Estate and do some research for the video. The draft footage should be available for review by the end of May 2013.</p> <p>The Academy will consider adding individual companies filming, once the body of the work is done.</p> <p>A discussion took place on the implementation of additional CCTV cameras on the Estate. The Board agreed to review this once the level of surplus at the end of March 2013 was confirmed.</p> <p>Following the success of the pre-xmas security briefing it was agreed to host this meeting on an annual basis. The Board also discussed hosting similar events that would be of interest to businesses on the Estate in the future.</p> <p>MK informed the meeting that he had been working on a landscape enhancement scheme for the corner of Road Two now that the BT phone box had been removed.</p> <p>JH reported that she has provided all the relevant documentation to Moss and Haselhurst solicitors who are supporting the group with the dispute with the original suppliers of the Winsford CCTV system Exstream Networks.</p> <p>PP requested that the waste management scheme and employee incentive scheme should be an agenda item for discussion at each meeting</p> <p>The Board also agreed to have a poster distributed to employees on how to register for an employee incentive card.</p> <p>A detailed discussion took place around holding a summer event, options included a musical event at Debee's and a bowling event at Wharton Conservative Club</p> <p>MK informed the meeting that CWaC had requested a meeting to discuss the rubbish bins on Winsford Industrial Estate. The board discussed requesting dog mess bins to be placed across the Estate.</p> <p>The Board agreed to hold the Business Expo in June 2013 and consideration be given to host a joint event with Gadbrook Park</p>	<p>GW to contact AH</p> <p>MK to meet with the Academy and arrange interviews with businesses on the Estate</p> <p>Review at next Board meeting</p> <p>All to consider events for the future</p> <p>MK to provide further details at the next board meeting</p> <p>JH to arrange a meeting with Jerry Rooney – Moss and Haselhurst solicitors to discuss the groups options</p> <p>JH to include in the agenda for the Exec Board quarterly meetings</p> <p>JH/MK to arrange with profile communication</p> <p>MK to contact Wharton Conservative Club and discuss options</p> <p>MK to provide feedback at the next meeting</p> <p>MK to speak to Matt Pochin about a venue and consider a joint event with Gadbrook Park</p>
<p>Estate Managers Report</p>	<p>See attached Report</p> <p>C/fwd from last meeting – Businesses on Winsford Industrial Estate with defibrillators</p>	<p>MK to check which companies on the Estate if they have a defib at their premises.</p>

AOB		
-----	--	--

Date and Location of next meetings:

Winsford I-5 Group Meeting – Friday 8th February 2013 – Wharton Conservative Club, 12-1pm
Winsford I-5 Executive Board Meeting – Friday 26th April 2013 – Ruck Limited 12-2pm

V:\ISO9001\Template Forms\1-5 Executive Minutes Template