

Minutes

Winsford 1-5 Business Executive Board Meeting

Date: 8th August 2014
 Location: Groundwork Cheshire, Yarwoods Arm
 Time: 12 noon – 2pm

Present: Name	Company	Name	Company
Pete Price (Chair)	Office Essentials	Jane Hough	Groundwork Cheshire
Richard Robbins	Labpack Ltd	Mike Kelly	Groundwork Cheshire
Dharma Nurse	Rucks Ltd	Greville Kelly	Groundwork Cheshire
Catherine Fox	Cheshire West and Chester Council	Stephanie Leese	Groundwork Cheshire
			Actions
Approval of minutes from last meeting and matters arising	Catherine Fox was introduced to the board as a member of Cheshire West and Chester Council. The Winsford Neighbourhood Plan was explained and discussed, involving how this would impact the Industrial Estate. Approval of the minutes from the last meeting was received by the Board as a true and accurate record.		
Budget/Claim	The budget was approved.		
Estate Managers Update	MK went through the highlights of his report to the Board. <ul style="list-style-type: none"> The situation involving the illegal traveller encampment on the site was discussed. MK advised the board to hold back on security. It was agreed by the board that security would be pulled unless another caravan appeared. 		MK to monitor the situation with the travellers and advise on security with regards to the situation.
Projects Update	<ul style="list-style-type: none"> Pond Area – already discussed in depth at the beginning of the meeting – in terms of the land, no news as of yet with regards to it going for economic development Image Audit – Meeting held with Aleta Steel. JH trying to establish what money is linked to current S106 monies. It will be determined if a budget is available. Maintenance Schedule – MK discussed the maintenance schedule and the actions that need to be completed. Banners – DN reported that the design of the banners is looking to tie in to the website designs. The company the board have decided to go with for installation is Bam Nuttall, with Profile Communications designing the banners. The banners will be put on hold, until the website has been finalised. Entrance Features – The board agreed to hold off on any sign 		JH to establish if a budget is available, and to find out what money is linked to current S106 monies.

	<p>alterations.</p> <ul style="list-style-type: none"> • Estate Map – SL reported that the map is currently in the design process with 24-7 Solutions. There were no major changes needed to the design of the map from the board. • Traffic Calming – The costs for additional speed indicator signs was discussed and approved. • Defibrillator – JH informed the board that the defibrillators funding from CWaC had been approved. • Employee Incentive Scheme – The employee incentive scheme and plans for the future were discussed, as well as any offers from businesses on the estate. • AGM – The date was set for Friday 26th September 2014. • Review of processes – The document was shared with the board. The document would also be shared with the business community. • BID 3 – JH reported that BID 3 development work would need to be discussed and agreed at the next board meeting, JH also discussed how the best way to spend the money for BID 3 would be. 	<p>JH to develop a proposal for the next board meeting</p>
<p>Travelling Showman Site</p>	<p>The Travelling Showman site will no longer be going ahead. It was decided by the board to keep the news low key, No press releases.</p>	
<p>AOB</p>	<p>The Our Place BID was successful, and the Estate will be working in partnership with Weaver Vale Housing Trust.</p> <p>DN said farewell as a member of the Executive Board, and the other members wished her good luck for the future and thanked her for all her efforts.</p>	

Date and location of next meeting: Winsford 1-5 Executive Board meeting: Friday 24th October 2014, 12pm at Weaver Vale Housing Trust, Gadbrook Park