

## AGM Minutes

### Winsford 1-5 Business Environment Group Meeting - AGM

Date: 10th September 2019  
 Location: Synetiq, Road Three, Winsford Industrial Estate  
 Time: 3:00pm – 4:00pm

Present:

| Name           | Company        | Name            | Company                    |
|----------------|----------------|-----------------|----------------------------|
| David Snasdell | Groundwork CLM | Naomi Bates     | Advanced Medical Solutions |
| Jane Hough     | Groundwork CLM | Neil Winstanely | Advanced Medical Solutions |
| Fay Lea        | Bam Nuttall    | Vicky McGurr    | Red Cross                  |
| Robin Ashley   | Coveris        | Pete Price      | Office Essentials Ltd      |
| Jacqui Wood    | CSS Ltd        | Apryl Biddle    | Tithebarn                  |
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| Agenda  | Minutes   | Actions |
|---|---|---------|
| <b>Welcome from the AGM chair</b>             | <p>Pete Price welcomed the companies from Winsford Industrial Estate to the meeting and introduced the AGM. He detailed apologies to the meeting including, Simon Schofield who had to leave the meeting to take a conference call and thanked Simon for hosting the event and his membership on the board.</p> <p>David Snasdell (DS )explained the process on how the executive board stand down and can put themselves forward for re-election along with any other eligible BID members. He advised that no one had put themselves forward for the Executive Board and all current board members had agreed to continue on the board. He advised that earlier in the year Chris Smith from Tiger Trailers had stood down after leaving the company and had been replaced by Neil Winstanley from AMS. He mentioned that although promoting businesses to come onto the board he had no additional offers.</p> |         |
| <b>Voting for the new Executive and Chair</b> | <p>Voting papers were handed out to all eligible companies present to vote on the proposed new executive board.</p> <p>Jane Hough collected the voting papers and confirmed later that the board would stay the same with the below being the Executive Board,</p>  |         |

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|  | <p>Pete Price (as Chairman), Jacqui Wood, Apryl Biddle, Simon Schofield, Robin Ashley and Neil Winstanley.</p>   |  |
| <p><b>Executive Reports –<br/>Annual Report and<br/>Accounts</b></p>     | <p>David Snasdell reported on Year 3 of BID 3 and which projects had been delivered along with the related expenditure. He advised that the estate had suffered 17 crimes during the past 12 months. That the CCTV system required updating to comply with legislation which would be approx. £500.</p> <p>He advised that although the two entrance boards required refurbishing and where dated the BID board was awaiting the commencement of the new development at Bostock Road end of the estate.</p> <p>He went through the training that had been delivered to employees and the additional courses that had been supported as a result of requests from businesses including Abrasive wheel courses, working at heights, Forklift Truck Training and Excel spread sheet. He mentioned the new Microlearn training package that has just gone live for the year 2019 to 2020 and in the first week had already signed up nearly 20 companies.</p> <p>He presented the summary of the income and expenditure of BID 3, plus a breakdown of the BID. DS invited any questions from any of the businesses on the accounts.</p> <p>JH Advised that the financial status of the BID was good but had been planned for additional projects once the new development commences as new signage and road names would be required.</p> <p>DS spoke about continuing the sustainable plans for the remainder of the BID. The implementation of a range of projects and services through BID 3 (2016-2021). These are listed in the Annual Report &amp; Accounts document which was given to each business at the start of the meeting. This document is available to view on the Winsford website <a href="http://www.winsford1-5.co.uk">www.winsford1-5.co.uk</a></p> <p>DS asked the businesses if there were any questions – there were no relevant questions from the businesses. PP advised the businesses that if they had any training required for their businesses they should consult with DS and the board would look at further additional courses.</p> <p>DS thanked those who attended the meeting and the whole of the business community on the Estate for their confidence and support of the BID.</p> |  |
| <p><b>Announcement of<br/>Executive and Chair<br/>voting Results</b></p> | <p>The proposed Executive Board was approved by all eligible companies present using the voting papers, with all approving the Executive Board members.</p> <p>The Executive Board for the following year consists of the following:</p>   |  |

|                   |   |  |
|-------------------|---|--|
|                   | <p><b>Pete Price – Office Essentials</b><br/> <b>Apryl Biddle – Tithebarn</b><br/> <b>Robin Ashley - Coveris</b><br/> <b>Simon Schofield – Car Transplants</b><br/> <b>Jacqui Wood – CSS</b><br/> <b>Neil Winstanley – Advanced Medical Solutions</b></p> |  |
| <p><b>AOB</b></p> | <p>None</p> <p>Meeting Closed.</p>  |  |

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