

Winsford 1-5 Executive Board Meeting – Minutes

Date: 17th May 2024
 Location: Synetiq
 Time: 12:00pm

Present: Name	Company	Name	Company
Simon Schofield	Jack's	Gill Williams (GW)	Cheshire West and Chester Council
Robin Ashley (RA)	Coveris	David Levins (DL)	Cheshire Police
Phil Lomas (PL)	Propertywise	Jane Hough (JH)	Groundwork CLM
Apryl Biddle (AB)	Tithebarn	Hugh Shields (HS)	Groundwork CLM
Stuart Bingham (SB)	Councillor for (Winsford Over and Verdin)	Stephanie Leese (SL)	Groundwork CLM
Melissa Mansfield (MM)	Synetiq		
Apologies:			
Pete Price (PP)	Office Essentials	Darren Alley (DA)	Saint Flooring
Nick Stone (NS)	Advanced Medical Solutions	Cllr Nathan Pardoe (NP)	Cheshire West and Chester Council (Wharton)

		Actions
Welcome Apologies and approval of last meeting minutes Declaration of interest	<p>SS welcomed all to the meeting. Apologies were received from PP, NP, NS, and DA.</p> <p>Declarations of interest: PL maintains the BID area through PropertyWise.</p> <p>Actions from the last meeting</p> <ul style="list-style-type: none"> • GW to speak with Cadent regarding the fencing. GW has had a discussion this week but it still outstanding. Tied up with the Ruler contract. Have asked if it has been signed off. • JH picks up levy on new developments with Business Rates regularly. • HS has arranged for PropertyWise to jetwash signage and planters next week. • Just had confirmation from Business Rates on the levy – if anyone would like to join JH and AG for a teams meeting – if any board members would like to be involved let JH know. • Dan Price is the new Police Commissioner – will invite to a future meeting. 	<p>ACTION: JH to invite Dan Price to future BID meeting.</p>

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	<ul style="list-style-type: none"> • Jason has left the Police in January – Dave Levins has replaced him. The course of action to put the ANPR in to the system is too costly – DL will double check this. • Still waiting for LD for information on the CCTV workshop and reports. HS to invite LD to the next meeting. • HS has sent a form around to businesses on the estate to ensure they are happy for HS to stand in to help remove encampments with the Police. HS will pass this information on to LD. Businesses would appreciate understanding the process. • AG – to come up with a clear plan for pings for reg plates and the actions that can be taken afterwards – OUTSTANDING ACTION. <p>The minutes and actions from the previous meeting were approved as a true and accurate record.</p>	<p>ACTION: HS to invite LD to next Board Meeting.</p> <p>ACTION: AG – to come up with a clear plan for pings for reg plates and the actions that can be taken afterwards</p>
<p>Winsford 1-5 Accounts</p>	<p>JH displayed the accounts for the previous year. £184,058 income with expenditure of £140k. Will look at the surplus and will aim to get this back to around £75k – surplus is currently around £40k. The accounts will now go to Murray Smith who will check the expenditure and income figures. The BID has it's own bank account that does garner interest. Groundwork is also audited so the accounts undergo two checks. Once the accounts are finalised this will be shared with the board – the annual report and accounts will be produced. The date of 20th September has been set as the date for the AGM. On the accounts going forward can have a column for what has been forecast, what has been committed, and what has actually been spent. Would also like to include what the collection level is for the BID levy. Last update was in November and the collection level was in the low 90%.</p> <p>There were no questions on the accounts.</p>	
<p>Project Update Report</p>	<p><u>Security</u></p> <p>The fence has been sawn through at the back of Artis Park. HS has been having monthly meetings with Alpha Omega, Onetek and the Police.</p> <p>There have been 6 reported crimes so far this year on the estate.</p> <p><u>Greener & Cleaner</u></p> <p>HS, GW and AG have met with Environmental Services to understand their services. This will be followed up with another meeting to get a service level agreement raised. Black bins, planters and signs will be jetwashed.</p>	

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	<p><u>Business Support</u></p> <p>HS has been sending out grants and information for businesses including UK SPF. An Electric EV awareness event is taking place at the end of May in Ellesmere Port.</p> <p>HS has sent information out through Innovate regarding new funding opportunities.</p> <p>British BIDs held a meeting at Synetiq to showcase the Industrial Estate.</p> <p>7 new businesses have joined the estate.</p> <p>HS is looking few good news stories regarding local businesses.</p> <p>238 delegates undertook BID funded training over the past year, this was a total cost saving of over £50k for businesses. Bootcamp is also available to businesses that are looking to upskill their workers.</p>	
<p>Estate Entrance Features</p>	<p>This has not progressed as yet. Looking to have new entrance features – Welcome to Winsford 1-5, electronic sign or sculpture celebrating Winsford’s heritage. HS would like the board’s thoughts on progressing this. PP was opposed to a digital sign. There is a need for businesses to advertise. Planning application will be needed for anything new. Could just have a Welcome to Winsford Industrial Estate heritage sign. Digital sign could advertise for local businesses and vacancies. Highways may not approve this as it could be seen as a distraction for vehicles.</p> <p>Streetscene staff plant up the salt cart on the roundabout – the cart itself needs repairing. HS will discuss with Mark Brazil regarding a maintenance plan. Board need to decide what is required – a brief then needs to go out to tender for signage companies to design a sign.</p> <p>HS – can ask the businesses what their opinion is regarding digital advertising/entrance features.</p> <p>Would speak with Highways first before submitting a planning application.</p> <p>Budget needs to be set for artwork and signage for the entrances to the estate. Digital advertising would create a good income stream.</p>	<p>ACTION: HS – write a brief on the signage and share with the board for feedback. Gain feedback from businesses regarding signage.</p>
<p>AOB</p>	<p>Waiting on a Data Sharing agreement from Cheshire Police for the CCTV. The agreement covers all the BID areas Groundwork manages in the Cheshire area. This needs signing on both sides.</p> <p>GW – UK SPF was launched yesterday to support businesses in Cheshire West. A number of projects will come forward including decarbonisation</p>	<p>ACTION: JH will forward to LD and LD will chase for signature.</p>

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grants. An innovation project will look at investment to processes and procedures.

Also various support surrounding upskilling staff members. BIG hubs will be set up including one at Meridian House.

Low carbon energy audits to help managers tackle net zero in their business. GK is leading on de-carbonisation for Winsford Industrial Estate.

Funding will run out in March 2025 – businesses need to put in an expression of interest on the Council’s website for funding.

SS – formatting is not translating when sending out emails from Groundwork. JH – this will be rectified with a new system that AG is working on.

Encampments – is there a date for the Alpha Omega Security breakfast meeting. HS will send this to Cheshire Police.

Benjamin Jones is on leave until 28th May – Cheshire Police will chase the CCTV agreement up.

A lot of the time the police hear things second hand when it is too late – promote regular contact to the police. This information needs to come in.

What are the restrictions on the trucks parking in the cycle lanes? The trucks should not be parked there as it is double yellow lines. This needs to be enforced with parking enforcement. Police can deal with unnecessary obstruction. There are trucks from Iveco unloading on the road. This needs to be communicated with Iveco. Legally they are allowed to unload on double yellows, unless there is a single yellow line opposite.

Melissa Mansfield from Synetiq has joined the board as a representative for Synetiq. The board welcomed Melissa.

SS thanked all businesses for attending and closed the meeting.

ACTION: HS to invite Cheshire Police to Alpha Omega Security Breakfast meeting.

ACTION: HS will speak with Iveco regarding the trucks unloading on the road.

Date and location of next Winsford 1-5 Executive Board meeting: 16th August 2024.