

Agenda

Meeting: Winsford 1-5 Executive Group Meeting
Date: 23rd February 2007
Time: 12.00pm – 2.00pm
Location: Henkel Consumer Adhesives, Road Five, Winsford Industrial Estate

1. Approval of Minutes of last meeting and actions Gary
2. Payment of BID Monies Update Iain
3. Executive reports
 - Chair (Overall Benefit Delivery responsibility, and PR)
 - Vice Chair (Liaison with MK and KPI measure tracking)
 - Treasurer (Liaison with VRBC rating)
 - Business Support Theme
 - Security & Crime Prevention Theme
 - Transport Improvements Theme
 - Image Enhancement Theme
4. Estate Managers Report Mike
5. AGM and VRBC Forging Links Event GC and GK
6. George Osborne Event 18th May 2007 All
7. Annual Business Questionnaire GK
8. A.O.B.

Date of next meeting – 26th April 2007 @ Groundwork, Yarwoods Arm, Navigation Road, 12.00pm – 2.00pm

	<p>Security and Crime Prevention MK reported that he had not had any crimes reported by businesses.</p> <p>MK also reported that the Selectamark signs have been installed at the entrances to the estate.</p> <p>The CCTV project had not been progressed since the last meeting due to time being taken up with the establishment and bedding in of the estate web site. GK reported that this was now complete and he and Mike Kelly would be focusing on the installation of the CCTV system over the coming months. The next step was to appoint a consultant to provide expert technical advice and ensure that the correct equipment is purchased.</p> <p>Transport Due to Cauldwells and the Brighton Bell options for the lorry park not be feasible, SB and MK reported that they will seek to identify an alternative option for a lorry park and report back at the next executive meeting (26th April 2007).</p> <p>A proposal for double yellow lines throughout the estate was discussed.</p> <p>SB reported on an estate transport meeting he had attended with Cheshire County Council (CCC) to discuss the installation of additional bus shelters. Having reviewed the number of bus stops, there is a need for 13 sheltered bus stops. CCC will be carrying out safety checks on the sites and confirming availability of funds for 13. If this is approved, the work will start in July 2007.</p> <p>SB and MK have toured the estate with CCC Highways engineer Mark Jones, who has agreed to report back by the beginning of March with a report on the issues identified. CCC are also reviewing the positioning of the names board and considering a 'run in' which will act as a bus stop as well as a location for vehicles to park and review the name boards.</p> <p>SB reported that traffic problems outside of Polar Palace were occurring. Part of the solution to preventing on road parking by clients (which blocks vehicles from accessing DJM), was installation of a bus stop outside of the premises, in front of which vehicles will not be allowed to park.</p> <p>SB reported that there is a second play barn, located in Navigation Park which is opening shortly. This site has only 5 car parking spaces, however the owners consider that they will be able to use a neighbours car parking spaces. Currently, this neighbouring site is not in use, however should it be occupied in the future this will create additional parking pressures on Road One.</p> <p>IP reported that there may be indicative funding for a by-pass for Middlewich. To move the proposal to the next stage funding is being sought from a private sector partner however this proposal would have major transport benefits for the estate.</p>	<p>an article to Louise Horibin at Groundwork.</p> <p>GK to present a tender outline with quotes from potential suppliers at the next executive meeting.</p> <p>MK/SB to identify alternative options for the lorry park.</p> <p>MK/SB to report to executive when confirmation of installation of bus stops is received.</p> <p>MK/SB to circulate to the executive the CCC report when it is received.</p>
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	<p>Image Enhancement Signage has been installed at either end underneath the main entrance signs. GK asked if an estate image audit was planned. MK and TK confirmed that an audit would be diarised.</p>	<p>MK and TK to set a date for the next estate audit.</p>
<p>Estate Managers Report</p>	<p>Mike Kelly has shown a company from Crewe around the estate which could results in 40 new jobs for the estate. He has also had a meet with a local Vicar, who has offered his premises for future meetings.</p> <p>Vernons have recently built two additional units, one of which was purpose built for Sodexo, however the contract with the company has now fallen through.</p> <p>MSI at the back of Premier Park are moving to a building at the back of Nash. Jungle Jims (play barn) has set up on Navigation Park. PC Steel is looking for bigger premises to buy if available.</p> <p>A road show is coming onto the estate to promote smoking cessation on the 8th March 2007</p>	<p>MK to send Vernons the property form from the web site to enable the company to register the units on the 1-5.co.uk site.</p>
<p>AGM and Forging Links Event</p>	<p>Greville Kelly confirmed that the AGM and forging links event would be held on the 18th April at the Portal Golf Club. The AGM will begin at 10.30am.</p> <p>Greville Kelly stated he would confirm to the executive the process for their re-election.</p>	<p>GK to confirm re-election process for current executives.</p>
<p>George Osborne</p>	<p>Stephen O'Brien and George Osborne will be visiting on the 18th May 2007. There will be a Q&A session and a survey will be carried out prior to the session to find out the views of local businesses and identify questions.</p> <p>The visit was secured through the Chief executive of the FPB.</p> <p>FPB has offered associated membership of the FPB free of charge, Executive agreed to support this proposal.</p>	<p>GK and GH to confirm with FPB acceptance of the offer for associate membership.</p> <p>MK to email details of associated membership to companies once agreed.</p>
<p>Annual Business Questionnaire</p>	<p>Greville Kelly asked the executives for their thought on what should be included in he questionnaire. GK confirmed that companies would be able to submit open ended questions for the George Osborn event through this survey. Pete Price asked if there would be an incentive for companies to complete the questionnaire such as a chance to win an I-pod etc. GK confirmed that such an incentive would be arranged.</p>	<p>GK to circulate questions for the survey to executives prior to release of the questionnaire.</p>
<p>AOB</p>	<p>JB offered her apologies for next meeting.</p> <p>PP reported that he felt the last 1-5 meeting was not very interactive, seconded by JB. Future meetings need to be better co-ordinated. The executive agreed that future meetings need to have a reason for companies to attend. IP stated that there is no need to have a public sector presentation at each meeting, GK suggested at the next executive meeting that the timetable of forthcoming Winsford 1-5 meetings be set out and a 'unique' event or reason to attend be identified for every future event e.g. such as the George Osborne visit, or the 1-5 meeting held at Cheshire Police HQ.</p>	<p>Next 1-5 executive meeting to feature agenda item on forthcoming 1-5 Group meetings and format</p>

MK raised the estate bulletin and said the design need enhancing. Steve Blackie considered the design to be fine, however the content could be improved. GH suggested using profile communications. Executive agreed to obtain prices for using Profile Commutations to produce future bulletins.

All executive members to email ideas for improved content or ideas for articles to GK.

All executive members to email ideas for improved design to GK.

GK to obtain price from Profile Communications for production of estate bulletin.

Future meeting dates:

- **Annual General Meeting 18th April 2007 @ Portal Hotel.**
- **Executive Group (1-5) Meeting 26th April 2007 @ Groundwork.**
- **Winsford 1-5 Business Environment Group meeting/George Osborne visit 18th May 2007 @ Winsford Civic Hall.**

Thank you to David Harrison and Henkel Consumer Adhesives for hosting the executive meeting at their premises.