

Agenda

Meeting: Winsford 1-5 Executive Group Meeting

Date: 2nd November 2006

Time: 12.00pm – 2.00pm

Location: Groundwork, Yarwoods Arm, Northwich

1. Approval of Minutes of last meeting and actions Gary
2. Selecta Mark Presentation
3. Payment of BID Monies Update Iain
4. 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
5. Martin Thornhill – Industrial Artwork Proposal Martin Thornhill
6. Estate Managers Report Mike
7. Business Networking events All
8. Recruitment of new executives All
9. A.O.B.

Executive Board Minutes

Meeting: Winsford 1-5 Executive Board Meeting
Date: 2nd November 2006
Time: 12.00-14.00
Location: Groundwork Cheshire, Northwich.

Present:

- Greville Kelly (Groundwork)
- Gary Chester (Chairman)
- Tony Kershaw (County Commercial Stationery Ltd)
- Jacqueline Wilson (Vale Royal Borough Council)
- David Harrison (Henkel Consumer Adhesives)
- Mike Kelly (Groundwork)
- Graham Howarth (Observer)
- Steve Blackie (Observer)

Apologies:

- Pete Price (Office Essentials)
- Jane Byrne (Brand Express)
- Iain Paton (VRBC)

Agenda Item	Minutes	Actions
Selecta Mark Presentation	<p>Chris Taylor presented the attached presentation on the security marking system selecta mark.</p> <p>Dave Harrison asked how many enquiries the company had received from police, Chris Taylor responded saying very enquiries, which he felt was due to the product working effectively where it was applied and achieving its aim of deterring crime.</p> <p>Gary Chester reported that the launch of Selecta mark will be on the 6th December.</p>	<p>GK place order with Selecta Mark for 125 kits</p>
Approval of Minutes of last meeting and actions	<p>Minutes of the previous meeting were accepted.</p> <p>All actions complete except for:</p> <ol style="list-style-type: none"> 1. Networking event – Agreed to hold two events in the new year, the first a trivia evening for companies to invite staff to. The second will be the AGM, which it was proposed could be held as part of a VRBC forging links event. 2. To let signs around the estate – The executive were not satisfied with VRBCs response to the problem, therefore it was requested that this be revisited. 3. Community Support officer for the estate – GK reported back that if such a scheme were introduced, the times a PC would be available could be negotiated. GC however was not keen to consider the project until the impact of the current security measures had been evaluated. 	<p>MK – To consult with businesses on level of interest from companies for a trivia night.</p> <p>JW – to Liaise with PP, MK and GC regarding the AGM</p> <p>MK/TC – to follow up issue around to let signs</p>
Payment of BID Monies Update	<p>JW reported that five companies had been taken to court for non payment. Two levies have since been paid, one is unpaid and two have been written off.</p> <p>Gary asked why the two company's bills had been written off. No information was available from VRBC at the meeting.</p> <p>It was also reported that additional unplanned levies could be collected from Navigation park residents.</p>	<p>JW to investigate why the two BID bills had been written off.</p>
Executive reports	<p>Transport</p> <p>In Sean Alkers absence, it was reported by MK that the lorry park scheme was being revised again for re-submission to the council.</p>	

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	<p>Image Tony Kershaw reported that another image audit had been conducted since the last executive meeting.</p> <p>Security Dave Harrison reported that the CCTV system was progressing and that the property marking system had been approved (Selecta Mark).</p>	
Industrial Artwork Proposal	JW presented an outline of the proposed installation of a piece of industrial art at the southern entrance to the estate. The executive agreed to part fund this installation, which has a total cost of £12,000. It was agreed by the executive to support VRBC's request for a 10% contribution (£1,200) to the cost of the project.	GK – Confirm funding to Martin Thornhill at VRBC
Estate Managers Report	Mike Kelly presented the attached Estate Managers report at the meeting, providing an update on CCTV, explaining that he was visiting other industrial estate CCTV schemes to learn from their experience. Gary Chester stated that as this was the biggest investment the BID would make it was important to make the right decision, and therefore he is happy for the project to take a slightly longer to be implemented, if this results in the right choice of equipment and supplier for the estate.	
Business Networking events	See opening discussions under matters arising.	
Recruitment of new executives	<p>Two new executive members were proposed to replace Mark Smith (Vice Chair) and Sean Alker (Transport), both of whom had resigned.</p> <p>Graham Howarth, MD of Office Link was proposed as an executive and vice chair.</p> <p>Steve Blackie was proposed as executive with responsibility for transport.</p> <p>The five remaining executives voted to approve the appointment of these new executive members in the above positions.</p>	Gary Chester to provide an induction for the two executives.
AOB	<p>Dave Harrison raised the issue of the potential for travellers to buy private land on the estate and develop it into a traveller site, as has happened in other parts of Cheshire.</p> <p>Gary Chester responded that from his meeting with the planners, all the estate was designated for light industrial use, and therefore any development of sites which did not fall within this category would not be allowed.</p> <p>Tony Kershaw asked if there was a programme of dates for meeting for 2007. GK responded stating that the current schedule of meeting dates ended in December.</p> <p>Dave Harrison gave his apologies for the next meeting which he stated he would not be able to attend.</p>	GK to propose a range of new dates for 1-5 executive meeting for 2007.

Future meeting dates:

- Winsford 1-5 Business Environment Group 25th January 2006
- Executive Group (1-5) Meeting 23rd February 2006

ESTATE REPORT OCTOBER 2006

1. Continued programme of visits to companies on the estate included amongst them Henkel,Brand, WVHT,United Utilities,Firestone,VKR,Tripak,Office Link,KC, Emb 4 U,Ruck,Quicksteel,Lloyd & Jones,Ians Taxis, Oasis,Storm, ASM, Polar,DJM,Reflec, Britton,Nash, Thermo,Pannad,Furniture Finders,Ambassador,Arriva,Briggs and Stratton,Reflec,Sodexho, SPX,H and M,Warnhill, TCM, Meridian, IPC, Snoozzzeee Dog.
2. Made three escorted tours- prospective investors
3. Met with Paul Manfredi (vrbc) to discuss camera project and prepared specification for tender
4. Met with Arriva to discuss public transport and a follow up meeting scheduled with employer representatives for November
5. Met with selectamark to explore alternatives to smartwater.Requested a revised quote from smartwater.
6. In the company of Tony Kershaw, Martyn Thornhill, Mr Ogden conducted an estate maintenance audit.
7. On behalf of the estate attended the VRBC jobs fair
8. Health & Safety Course and Risk Assessment courses being offered to estate companies in November
9. Three of the 5 scheduled appointed first aider courses have now taken place.
- 10.Changes to names on entrance board submitted to VRBC.Unfortunately a negative response regarding Wallace Court.
- 11.New plans for Brighton Belle Lorry Park have been prepared and are being submitted to VRBC.
- 12.Wrote to Mr Haward (vrbc) about the poor image being created on the estate by the ad hoc positioning of estate agent signs.
- 13.Requested the removal of old burger van.
- 14.Pleased to report that Cheshire Highways have made some much needed repairs to road two footpath.Vast improvement.In addition high kerbs have been installed at several properties along road one including Iveco, Nash, and Minsups.
- 15.Barrier at footbridge replaced.
- 16.Repairs to road three footpath opposite Tripak underway.

17. Along with Gary Chester met with Mike Solari and Sue Fernandez to discuss the estates maintenance going forward.
18. Oasis Park continues to attract most interest from companies looking to move into Winsford. New companies include, Oaktree Environmental, Mast Systems and STM.
19. Navigation Park have a new client Wolseley, electrical supplier.
20. New Warehouse planned for the land (7 acres) between Linpac and Reflec. Plans circulated amongst interested parties.
21. Furniture Finders have been provided with tools to maintain the footbridge area.
22. Presented the "Winsford Story" to 90 delegates at a conference on estate security organised by Liverpool Chamber of Commerce.