

## Minutes

### Winsford 1-5 Executive Board Meeting

Date: 17<sup>th</sup> December 2015  
 Location: Car Transplants, Road Three, Winsford Industrial Estate.  
 Time: 12 noon – 2pm

Present: Name	Company	Name	Company
Pete Price	Office Essentials	Perran Baragwanath	CWAC
George Ralston	STM	Alan Warburton	Winsford Town Council
Jacqui Wood	CSS	Jane Hough	Groundwork
Simon Schofield	Car Transplants	Martin Humphreys	Groundwork
Richard Robbins	LP Chemicals		
			Actions
Welcome and Apologies	<p>PP Welcomed everyone to the meeting.</p> <p>Apologies were received from Shaun Hardman (Iveco), Jacqueline Wilson (CWAC) and Greville Kelly (Groundwork).</p> <p>PP said that sadly Graham Howarth of Office Link passed away, Graham will be sadly missed by the Winsford 1-5 Group and a donation was made by the BID.</p>		
Winsford Strategic Plan update	<p><b>BE Group Study</b> - PP, JH and MH with the BE Group who have been appointed by CWAC to carry out a survey in relation to proposals in relation to Winsford industrial Estate. PB said it was essential that the BE Group speak to as many people as possible to get a good idea of what would be required in terms of space. CWAC are also commissioning a study for a new road into the land available for development and looking at rents in the local area. Currently occupancy on the Industrial Estate appears to be about 85% - 90%.</p> <p><b>Inward Investment</b> – PP attended a meeting about the LEP and the Mid Cheshire Development Board. Discussions included how best to market Cheshire, the impact of HS2 and transport generally. Also discussed was broadband, apparently on the Industrial estate there are two cables one is adequate and the other is poor. A better service is required for businesses on the estate.</p>		<p>Action MH and JH to coordinate meeting between BE Group and businesses on the Winsford Industrial Estate.</p>

<b>Highway Access</b>	<p><b>Highway Access</b> – A study was carried out by Mott Macdonald and one of the findings was that there were issues at both ends of Road One on the Industrial Estate. AW said that the number one message was getting to and from the M6. AW also stated that currently bus services are being reduced. PB said that a development framework draft document may be out around January. PP brought up the subject of lorry parking and highways will support us where possible in terms of waiting restrictions etc. JH stated that some lorries were coming from other areas due to the safety and security on the Industrial Estate. PB stated that they were looking at the possibility of finding some land as a temporary lorry park, they will keep us updated.</p>	
<b>Approval of minutes from last meeting and matters arising</b>	<p>Approval of the minutes from the last meeting was received by the Board as a true and accurate record. MH went through the actions from the minutes of the last meeting and it was decided that the joint procurement initiative be shelved due to a reluctance of many to change supplier. This could be picked up in the future if necessary.</p>	
<b>Budget/Claim</b>	<p>JH ran through the BID expenditure breakdown. Financially the Winsford 1-5 BID is in a strong position and figures are in line with where we would expect to be. CWAC collect between 96% and 99% of BID levy.</p> <p>Training courses remain very popular with businesses however it may be beneficial to see whether or not training on defibrillators might be available.</p>	<p>Action MH and JH to look at possibility of Defibrillator training with Mark Simmonds.</p>
<b>Estate Managers Update</b>	<p>MH ran through the main points of the Estate Managers Report</p> <p>The Christmas trees at either end of Road One were discussed with a view to having one big tree next year to enhance the estate and provide a more noticeable feature.</p>	<p>Action MH and JH to look at feasibility and costing in relation to a larger tree</p>
<b>Projects Update</b>	<p><b>Defibrillator</b> – Discussions were held in relation to the possibility of having a defibrillator located at Meridian House. Office link could house this as they are open 24 hours. A vote was held and it was agreed that the BID would fund the defibrillator. (PP did not take part in the defibrillator discussion as he is a tenant at Meridian House and felt it may be a conflict of interest)</p>	<p>Action MH to look at possibility of providing a guide of what to do in the event of a heart attack.</p>

	<p><b>BID3</b> – Vote Feedback – While the BID3 vote was a tremendous success there were still some issues in relation to where ballot papers were being sent and who was returning the ballot papers. It was decided that this should be monitored in order to make sure that all details were up to date and correct for the next vote.</p> <p><b>Highways</b> – MH distributed proposals for double yellow lines and junction protection on the Industrial Estate. PP stated that nothing should be done with this at the moment until we see what is happening in terms of a lorry park or other alternative. MH then distributed the traffic flow figures to the board.</p> <p><b>Image Enhancement</b> – At the last meeting the maintenance plan was approved and planting at the signage at either end of Road One has been carried out. Costings were discussed for other works however it was decided to delay the works on Road Five and the seating area until a decision has been made in terms of access, egress and a temporary lorry park. It is anticipated that part of the development land may be available in 2017 and the land on the opposite side may be in 2020 this may have a bearing on the landscaping. A vote was held and approval was given for the works on the land outside the substation to be carried out.</p> <p><b>Banners</b> - The posts at either end of Road One will now be refurbished in the new year when the weather is better, the new banners will also be erected when this is carried out. PP and GR stated that they thought the poles were too high.</p>	<p>Action MH to only provide figures for the last month to the board.</p> <p>Action – MH to see if it is possible to have the posts lowered – Bam Nuttall.</p>
AOB	<p>Discussions were held into the possibility of linking the ANPR system on the Industrial Estate to the police – this will be looked at when the system is fully operational.</p> <p>Contractors that have been working on Road One have left the verges in an unsatisfactory state following works. These should be rectified in order to return them to their original condition</p>	<p>Action MH to contact Highways initially to see if they will contact contractors.</p>

**Date and location of next meeting: Winsford 1-5 Executive Board meeting: TBC**