

Minutes

Meeting: Winsford 1-5 Executive Group Meeting
Date: 19th January 2012
Time: 12.00 – 14.00
Location: Ambassador Packaging, Road One, Winsford Industrial Estate

- Gary Chester (Chairman)
- Greville Kelly (Groundwork)
- Jane Hough (Principal Project Manager, Groundwork)
- Iain Paton (Cheshire West and Chester Council)
- Pete Price (Office Essentials)
- Mike Kelly (Estate Manager, Groundwork)
- John Roberts (Iveco)
- Ian Vickery (Advanced Medical Solutions)
- Syd Williams (CSS Ltd)
- Liz Urwin (Britton Taco)
- George Ralston (STM)

Apologies

- David Harrison (Henkel Consumer Adhesives)

Agenda Item	Minutes	Actions
<p>Welcome</p> <p>Approval of minutes from last meeting and matters arising</p>	<p>Gary Chester welcomed Ian Vickery, Syd Williams, Liz Urwin and George Ralston the potential new Executive Board Members to the meeting and gave an overview of the history of the Winsford 1-5 Business Environment Group and the role Executive Board members play within the Business Improvement District. Gary thanked Howard Luther, Lucie Riley and Graham Howarth for their work on the Executive Board and provided the meeting with the reasons behind his resignation from the Board.</p> <p>Minutes of the last meeting were agreed as an accurate record. Apologies were received from David Harrison</p> <p>Matters arising and outstanding actions from the last meeting: c/fwd from last meeting</p> <ul style="list-style-type: none"> • IP informed the meeting that the Census 2011 information would become available in 2012. • Image of CWaC owned buildings-Mike Kelly had made contact with Tony Lazinski and has requested a meeting with Officers from Estates, Highways and Streetscene. Mike reported that no date had been set as yet. IP agreed to help facilitate the meeting • Illegal Gypsy/Traveller Encampment procedure/flow chart 	<p>IP to forward to JH as soon as stats become available MK & IP to set meeting date with relevant CWaC Officers</p> <p>Still awaiting flow chart from CWaC</p>

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	<p>Road One – Traveller Site Proposal Gary Chester provided the meeting with a comprehensive update on the proposal for the Travelling Showman site on Road One, known as Wharton Green.</p> <p>Mobile Security & CCTV Project JH provided the board with an update on the issues that had been experienced over the Xmas and New Year period and the on-going issues with the CCTV System (report attached). Following a detailed discussion a number of actions were agreed.</p> <p>Phase 2 – Waste Management Study It was agreed to defer this item until the next meeting</p>	<p>JH to make contact with Onetek to discuss testing period. JH to go out to tender on the mobile security provision and CCTV monitoring contract</p> <p>JH to include in the April Agenda</p>
Payment of BID monies/Finances	<p>JH informed the Board at the last meeting in October that two businesses were refusing to pay the BID levy for the financial year 2011/2012. The Business Rates team have now reported that the two businesses have now paid and the accounts are up to date. The BID levy outstanding debt stands at £9,959, with £3,550 being owed from 2009 – 2011. CWaC business rates team continue to chase outstanding debts and there has been a small reduction since the last report in October 2011.</p>	
Project Update	See attached Project Report	
Estate Managers Report	See attached Report	

Date and Location of next meetings:

Winsford I-5 Group Meeting – Friday 10th February 2012 – Iveco Training Centre, Road One 12-2pm
Winsford I-5 Executive Board Meeting - TBC