

Agenda

Meeting: Winsford 1-5 Executive Group Meeting – Friday 8th July 2011

Time: 12.00pm – 2.00pm

Location: The Post and Column Company, Road Four,

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| 1. Approval of Minutes of last meeting and actions | GC |
| 2. Payment of BID Monies Update | IP/JB |
| 3. Estate Managers Report | MK |
| 4. Projects update and finances – Legacy Projects (BID 1) | JB |
| 5. Projects update – BID 2 | JB |
| 6. Networking Events | JB |
| 7. A.O.B. | |
| • Date of next meetings | |

Minutes

Meeting: Winsford I-5 Executive Group Meeting
Date: 8th July 2011
Time: 12.00 – 14.00
Location: Post and Column Company, Road Four, Winsford Industrial Estate

- Gary Chester (Chairman)
- Greville Kelly (Groundwork)
- Jane Byrne (Principal Project Manager, Groundwork)
- Iain Paton (Cheshire West and Chester Council)
- Howard Luther (Post and Column Company)
- David Harrison (Henkel)
- Mike Kelly (Estate Manager, Groundwork)
- Pete Price (Office Essentials)
- Geoff Hope Terry (Weavervally Partnership)

Apologies

- Lucie Riley (VKR Logistics)
- John Roberts (Iveco)
- Graham Howarth (Office Link)

Agenda Item	Minutes	Actions
<p>Approval of minutes from last meeting and matters arising</p>	<p>Geoff Hope-Terry gave a short presentation on the Weavervally Partnership</p> <p>Minutes of the last meeting were agreed as an accurate record. Apologies were received from Lucie Riley, John Roberts and Graham Howarth</p> <p>Matters arising and outstanding actions from the last meeting:</p> <ul style="list-style-type: none"> • IP informed the meeting that the Census 2011 information would become available in 2012. • Traveller Encampment at Meridian House PP informed the meeting that he had received a complaint from Anita Lucock – CWaC Estates Department on the inadequate response she had received from the approved BID Security Company on service provision whilst Travellers were camped on Meridian House Land. A discussion took place around procedures, actions and support from the approved security company, local police and local MP's. PP also asked for approval from the Board if they would consider making a contribution towards the cost of installing a security barrier at Meridian House. The Board voted against on the basis that BID monies were allocated to serve all businesses on the Estate and as such no budget was available in the current business plan. 	<p>IP to forward to JB as soon as stats become available</p> <p>JB/DH to draft up a best practice guide for businesses and discuss service with security company. MK to contact local MP for support and assistance.</p>

The UK's First Industrial Estate Business Improvement District

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	<ul style="list-style-type: none"> BT Broadband A discussion took place regarding the poor broadband service that some companies were receiving. MK has received several complaints from various companies regarding the implementation of fibre optic broadband, which will not include the Estate. A discussion took place a number of actions were agreed. CWaC owned buildings MK informed the Board that the overall image of the Estate was the best it had been for some time and this was down to the quarterly audits and the hard work of the Streetscene team at CWaC. Improvements were required on the CWaC buldings particularly on Road Two. Staff Discount incentive schemes JB informed the Board that Winsford Lifestyle Centre and Moss Farm Leisure had agreed a corporate rate of 20% discount off Monthly Gym and Swim membership for Winsford Industrial Estate Employee's. PP asked for the Boards approval to progress the scheme with other local suppliers/service providers. The board approved for PP & JB to progress 	<p>MK to contact BT to discuss the feasibility of fibre optic broadband on WIE. IP to speak to Julian Cobley – Local Authority Rep for Broadband</p> <p>MK to contact Tony Lazinski and request works undertaken to improve the image of Local Authority owned buildings.</p> <p>JB & PP to arrange meeting with Chester Charisma and Orangutan.</p>
Payment of BID monies/Finances	<p>The final accounts for the Business Improvement District 2006-2011 show a surplus of £22,305, following an accrual of £30,388 to cover projects started but not yet completed. The Executive Board has already given approval for new entrance boards at the Northern and Southern end of the Industrial Estate, this leaves £15,713 available to spend on other projects and services, Following a discussion by the Board it was agreed that the remaining surplus would be held in a legacy account to cover any unusual expenditure in the future.</p>	
Project Update	<p>See attached Project Report</p>	
Estate Managers Report	<p>See attached Report</p>	

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Agenda Item	Minutes	Actions
A.O.B	DH provided the Board with a number of community initiatives that Henkel had been involved in recently <ul style="list-style-type: none"> • Distribution of Prit Stix to Primary School Children • A Visit from local MP Graham Evans • A full demonstration by Knutsford Fire and Rescue Service on Henkel Site JB requested GC and GK to sign the 2010-2011 audited accounts.	

Date and Location of next meetings:

Winsford I-5 Business Environment Group AGM – Friday 9th September 2011 – H&M Hennes, Road One, 12-2pm

Winsford I-5 Executive Meeting – Friday 21st October 2011 – Henkel, Road Five, Winsford Industrial Estate

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