

## Minutes

### Winsford 1-5 Executive Board Meeting

Date: 24<sup>th</sup> October 2014  
 Location: Weaver Vale Housing Trust, Gadbrook Park, Northwich  
 Time: 12 noon – 2pm

Present: Name	Company	Name	Company
Pete Price (Chair)	Office Essentials	Jane Hough	Groundwork Cheshire
George Ralston	STM	Mike Kelly	Groundwork Cheshire
Shaun Hardman	Iveco	Greville Kelly	Groundwork Cheshire
Chris Rowbottom	Weaver Vale Housing Trust	Mark Henshaw	Groundwork Cheshire
			Actions
Approval of minutes from last meeting and matters arising	<p>JH reported that there was no further update from Catherine Fox at this time on the Winsford Strategic Plan. Although the Winsford Neighbourhood Plan had been approved at referendum on Thursday 23<sup>rd</sup> October 2014. The plan allocates a further 35 hectares of economic development land in the Winsford area. Catherine Fox and Gemma Davies are keen to update the Winsford Industrial Estate business community on developments.</p> <p>JH reported that she had attended an open event about the Winsford Neighbourhood plan and how it was disappointing that many local people felt that Winsford Industrial Estate is “half empty” and there are “No jobs”. JH stated that it was important to continue to raise the profile of the estate and the “good news” stories far and wide through various forms of communication.</p> <p>Approval of the minutes from the last meeting was received by the Board as a true and accurate record.</p> <p>Apologies were received from Richard Robbins, Lisa Lyons and Iain Paton</p>		<p>JH to ask ND at Profile for costs for a communication plan for the Estate</p>
Budget/Claim	<p>The claim period July – September 2014 was approved. JH reported that collection levels were consistent for the time of year.</p>		
Estate Managers Update	<p>Please see attached report</p>		

Projects Update

- Banners – Banners are placed on hold until the Winsford website is complete. Banners will have consistent branding with the website
- Road Two – JH reported that there was a small pot of S106 monies that could be utilised on Road Two for a landscape project. PP requested that a meeting is held with Road Two Businesses and Schoeller Allibert to discuss options.
- Website – Awaiting feedback from PP
- CCTV – The new cameras on Road Three and Road Five have been installed. The Road One and Road Two cameras have been moved to provide better coverage of the Estate. GR/SH/JH/MH to meet on Friday 31<sup>st</sup> October to discuss SLA/Assignment instructions with Alpha Omega and options for increased signage across the Estate and review the feasibility of ANPR
- Entrance Features – Northern Entrance on hold until further information is available on Economic Development on the Estate. Potential to progress a scheme at the Southern Entrance.
- De-Fibs – JH informed the Board that 2x de-fibs were now on order and would be delivered in 5 weeks. One De-fib to be installed at Ruck Café and the other at All Our Appliances. A detailed discussion took place around raising awareness of the all de-fibs on the Estate.
- Traffic calming signs – A further sign has been installed on Road One. MK reported that CWaC are currently sorting out the electrical feed for the second sign
- Employee Incentive Scheme – JH informed the board that training days had taken place at Henkel and Post and Column Company. 150+ 7 day free passes for Brio Leisure were handed out to employees at both companies. JH said that this was a good way to get messages about the Estate out to employees,
- Winsford 1-5 Business Event – A discussion took place and it was agreed that an event at Vale Royal Abbey in late January/February would be favourable. It was agreed that the format would include a presentation from Senior Officers at CWaC on the Winsford Strategic Plan, focusing on Economic Development and Regeneration and Winsford BID 3.
- BID 3 – JH shared the BID 3 development proposal and timeline with the Board. PP requested that the consultation document is reviewed. JH stated that the draft consultation document would be shared with the board before being released.

MH to arrange a meeting at Ruck to discuss project ideas

MH to discuss in further detail with PP and CR

1. Email to all estate companies requesting who has a de-fib on site
2. SL to include information on the maps and website
3. MH/SL to arrange for signage to be included
4. JH to raise awareness of de-fibs in relevant communications
5. MH/SL to purchase signs

MH to make contact with Jerry Gibb and progress the project

MH to continue to promote the scheme on his visits to companies

1. SL to book the room at Vale Royal Abbey Golf Club
2. JH to arrange presentations from CWaC
3. SL to send invitation out to decision makers

JH & GK to draft formal proposal and share with the board

	<ul style="list-style-type: none"> <li>Gypsy and Travellers – PP informed the board that he had attended a Gypsy and Traveller lunch and learn session hosted by Cheshire West and Chester Council. PP explained that Dawn Taylor had provided information on the Council's aspiration to build a transit site.</li> </ul>	
AOB	<p>PP reported that he had met with Peninsula who could offer free Employment Law and Health and Safety seminars to Estate companies. JH stated that she had since met with the company and the organisation offer similar services to Derby's who already partner with Winsford Industrial Estate.</p> <p>PP thanked MK for his outstanding contribution to the Winsford Industrial Estate Business Community and wished him well in his Retirement.</p> <p>MK thanked all members of the Winsford I-5 Executive Board both past and present and a special thanks to Pete Price and Gary Chester who had been very supportive in their roles as Chair of the board. MK also thanked all the businesses on Winsford Industrial Estate for making his role so interesting and he wished everyone well for the future.</p>	

**Date and location of next meeting: Winsford 1-5 Executive Board meeting: Thursday 15<sup>th</sup> January 2015, 12pm, Venue TBC**

Winsford Managers Report  
OCTOBER 2014

- Major clear up around Ion Path carried out by Cwac and Thermo. Looks so much better for staff, customers and potential tenants.
- The Cwac car park at the southern entrance now reinforced to prevent occupation by travellers. (Posts need painting)
- Confirmation received that the proposed showmans site is abandoned for road one.
- The third speed activated sign erected on road one/road four junction.
- The fourth sign will be fitted when power supply sourced.
- New LED lights fitted to illuminate street signs which enhance brightness.
- Crimes reported include scrap fridges removed from premises and a dumper truck from Scottish Power site.
- Police requested cctv footage for a couple of traffic incidents.
- CCTV extended to cover roads three and five.
- Anti social incident by trainees on Ion Path now resolved.
- Saint Flooring expand and open retail carpet warehouse on the corner of road two.
- Caravan repair company arrive and depart from Navigation Park.
- On a Sunday morning 25 tyres dumped on Cosmo site.
- Premier Park sold to property company.
- BID to place defibrillators within Rucks and All our Appliances for general use.
- Re planting schedule Oct/Nov beneath entrance signs and at sensory garden.
- Entrance banners to be replaced with new design, lowered and a message with bolder print.
- Autumn bulletin prepared in conjunction with Profile.
- Delivered CIEH training course and Fire Risk Assessment.
- First Aid training provided by third party.
- Henkel hold a safety day.
- Henkel exploring options for new design at entrance to site.
- Post & Column company hold safety seminar for world safety day.
- Barrett trailers continue to generate complaints on road four and two when parked inconsiderately near entrance and junctions.
- Road Five "lorry park" requires managing. Many of those who park overnight have no legitimate business on road five.
- Dewhirst to vacate road five shortly.
- Two new companies, Raindrops Boutique and Access to Training.
- Premier Park ownership change.
- That's all Folks ! Nice knowing you.