

**Winsford 1-5 Executive Board Meeting – Minutes**

Date: 28<sup>th</sup> Oct 2021  
 Location: Online Zoom Meeting  
 Time: 10:30am

Present: Name	Company	Name	Company
Pete Price (PP)	Office Essentials	Nick Stone (NS)	Advanced Medical Solutions
Hugh Shields (HS)	Groundwork CLM	Jane Hough (JH)	Groundwork CLM
Jacqui Wood (JW)	Chemical Support Systems	Clr Nathan Pardoe (NP)	Cheshire West and Chester Council
Apyrl Biddle (AB)	Tithebarn	Catherine Walker	Cheshire West and Chester Council
<b>Apologies:</b>			
Andrew Ralston (AR)	STM Power Transmission	Stephanie Leese (SL)	Groundwork CLM
Simon Schofield (SS)	Synetiq	Robin Ashley (RA)	Coveris
Greville Kelly	Groundwork CLM		

		Actions
Welcome and Apologies  Outstanding Actions  Declarations of Interest and Approval of Minutes	<p>PP welcomed all to the meeting.            Apologies Rob, Ashley, Simon and Jackie. Jackie listening but cannot contribute due to no speakers.</p> <p>There were no declarations of interest.</p> <p>The minutes of the previous meeting were approved as a true and accurate record.</p>	<p>HS to arrange dates with Crime Commissioner and Pete.</p>
Finances	<p>JH presented the year end accounts for 2021. At present there is a £92,352K surplus. The increase, mainly due to Covid restrictions and face to face events not going ahead.</p> <p>JH has been working with CWaC quite intensively over the last months around collecting bad debts. CWaC has changed their policy due to risk associated with their collections.</p>	<p>Accounts to be finalised/approved by Groundwork, Ruth Jackson.</p> <p>JH to continue working with CWaC FY in respect of bad debt.</p>

	<p>Expenditure: Is pretty much in line with where we should be at this point, a significant amount of training courses have been delivered in the first two quarters due to the high demand due to the courses not being delivered the previous year (Covid). More predominantly there has been a high demand for first aid courses, mental health first aid courses and also Fire Marshal Training.</p> <p>JH asked if there were any questions. JW questioned if companies have not paid are they allowed to attend training courses, JH confirmed this has not been applied in principle however can be looked into and discussed further.</p>	
<p>Project update report</p>	<p>The roundabout is completed and people seem happy with the results, traffic to be monitored going forward.</p> <p>HS and PP had been on site to speak to Lee Maddock from Street Scene with regards to ongoing issues and concerns on the estate in respect of the landscaping, two areas brought up included the electricity substation and land beside Lloyd and Jones on Road One.</p> <p>HS confirmed there is a lot of optimism on the park and confirmed he had attended two job fairs to promote the many vacancies that the businesses currently have. Additionally HS has been contacted by Job Centre Plus regards holding an event on the estate.</p> <p>Five new businesses have now set up on Winsford in the last month HS in the process of making contact and explain about the BID.</p> <p>PP asked how many properties are empty on the estate.</p> <p>CCTV was discussed and the lack of response to tenders from businesses is of concern. HS confirmed nine companies have been contacted with only one tender returned (One Tek).</p> <p>Concerns were highlighted in respect of not having CCTV coverage on Road One. After long discussion and debate in respect of the choices between replacing two cameras on Road One or upgraded the whole CCTV System, the Chair decided that the BID Manager put out an email to all board members to vote on either option. After the board make a decision, a meeting will be held on</p>	<p>NP to chase up the baseline schedule with CWaC.</p> <p>HS to follow up the possibilities of holding such an event.</p> <p>HS to continue to make contact</p> <p>HS to follow this up.</p> <p>HS to send email clarifying the two options for the board to vote upon.</p> <p>HS to follow this up.</p>

	<p>the estate to give all the business a chance to vote on it.</p>	
<p>AOB</p>	<p>Signage was discussed.</p> <p>PP raised an issue with a missing speed camera on Road One.</p> <p>PP suggested looking into street art for the estate.</p> <p>The BID Board agreed that the BID Manager help to promote Cheshire community Foundation to the businesses.</p> <p>JH and PP thanked everyone for attending the meeting. The meeting was closed.</p>	<p>HS to look into new signage and put forward ideas to the board.</p> <p>HS to follow up TWM.</p> <p>HS to follow this up with Carmel.</p>

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