

Winsford 1-5 Executive Board Meeting – Minutes

Date: 29th September 2022
Location: Tithebarn
Time: 12:00pm

Present: Name	Company	Name	Company
Pete Price (PP)	Office Essentials	Apryl Biddle (AB)	Tithebarn
Darren Alley (DA)	Saint Flooring	Chief Insp. Darren Griffiths	Cheshire Police
		Gill Williams (GW)	Cheshire West and Chester Council
Jane Hough (JH)	Groundwork CLM	Stephanie Leese (SL)	Groundwork CLM
Hugh Shields (HS)	Groundwork CLM		
Apologies:			
Nick Stone (NS)	Advanced Medical Solutions		
Robin Ashley (RA)	Coveris	Cllr Nathan Pardoe (NP)	Cheshire West and Chester Council (Wharton)
Simon Schofield (SS)			

		Actions
Welcome	<p>PP welcomed all to the meeting. Apologies were received from Nick Stone, Robin Ashley, Simon Schofield and Cllr Nathan Pardoe.</p> <p>PP thanked Apryl and Tithebarn for hosting the meeting.</p> <p>Actions from the last meeting</p>	
Apologies and approval of last meeting minutes	<p>NP has picked up the weeding issues. HS has also picked this up and this is now sorted out. A business has complained about the bridge over Road Two with cigarette butts – this has also been sorted.</p> <p>Streetscene is listed in the report further down. Jo Garner met with Mark Brazil to establish what can be done.</p> <p>Christmas security is booked with Alpha Omega. HS will organise a meeting for Christmas security. PP asked if there were any security kits and a Christmas security check list will be distributed.</p>	<p>HS to organise the Christmas security meeting.</p>

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<p>Declaration of interest</p>	<p>HS has spoken to businesses for the working group. Idea was to have a seminar on the estate with all businesses, but this takes a lot of funding and time and is not particularly easy to set up. HS is working with the pledge and the pledge is encouraging businesses to get involved with them. Current disjoint between schools and businesses.</p> <p>PP discussed the negatives of holding a seminar – takes a lot of time to organise the venue and arrange this – used to do this in the past. PP advised HS to inform the working group that HS would be happy to help guide them to organise it, but would not be able to organise it himself.</p> <p>HS asked if Cheshire hold anything similar – GW, no, they used to be held in the past but don't anymore. Warrington and Vale Royal College are doing an employee engagement session in October.</p> <p>JH wondered if to refresh the AGM. GW now holds things virtually – businesses can give an hour but can also listen in and work at the same time – this may be an option in the future.</p> <p>Whatsapp group – this has not been further actioned yet. HS concerned over the conflict with Rapid Text. PP raised concerns of sightings of the mobile numbers on a Whatsapp group. What are the gains of having both? No gains.</p> <p>Meet the neighbour days – HS has encouraged the businesses to take ownership of this.</p> <p>GK is developing up a carbon neutral training course up – is producing a test one on resource efficiency. Also a free carbon neutral webinar which HS is sending out tomorrow – qualification comes with this.</p> <p>PP is declared an interest as a trustee from Changing Lives Together.</p>	
<p>Winsford 1-5 Accounts</p>	<p>Accounts are dated to the end of August. JH – finance procedure has changed internally. Expecting just under £203,000 which includes the carry over of £98, 685 from last year. First 50% of the levy income was received back in April. Agreed to draw down another 40% in September. Invoice went out last month and BACS</p>	

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	<p>remittance was received last week – this should be in the BID account now.</p> <p>Working with Business Rates on bad debt and whether this should be chased – bailiffs. This requires resource from Business Rates Team – some are absent, some are properties owned by absent landlords or pension companies. Data is coming over on the 10th October from Business Rates. Authority are going to want to charge for collection of the levy in the future. Cannot do this for the current BID as it would need to have been written in to the BID proposal document. This will come in to effect for BID 5. Cheshire West are currently the only local authority that don't charge at present. Burnley charge £3.5k – figure for each BID is different. Warrington is charged between £11-15k, but this includes the cost of the software.</p> <p>PP asked if the debt can be put in to categories, and the age of the debt. JH suggested this needs to be looked at on a case by case basis. PP requested some detail so the board can make a decision on this.</p> <p>PP asked what the figure is – JH has not had the data yet.</p> <p>Expenditure – £124k – This is predominately in security. First phase of the CCTV has been installed and paid for. Also expenditure in training courses and seminars.</p> <p>Training budget was increased by 5k for until March to clear the backlog of training requests.</p>	<p>JH to provide a report on the debt.</p> <p>SL to put on more training courses.</p>
<p>Project Update Report</p>	<p>CCTV – Phase One was completed. PP asked where the images are being stored – these are stored in Meridian House on a server. HS will check this with Onetek. 20 cameras are up at present, this will increase to 43 when the project is finished. PP asked when this would be finished – HS has not got a timeline but this will be before Christmas.</p> <p>Police – asked if the ANPR cameras are mapped by the police. HS does not think so.</p> <p>PP – one of the biggest problems on the estate are traveler incursions. DG encouraged the BID to continue reporting any incursions.</p>	<p>HS to check where the images are stored with LD.</p> <p>HS to pass ANPR information over to Cheshire Police.</p>

Current crime stats for the estate – 8 incidents have been reported between January and June 2022. Bikes and diggers have been stolen. If crimes are not reported, the police don't know and cannot help. Report any incidents online. HS will report it on 101 and also contact the local PCSO.

LD has been in touch with Manchester University. PP advised that LD come back with a proposal.

Defibs – look at getting a new map set up and a poster for each business that can be placed in a prominent location stating where the nearest defibrillator is situated, along with the phone number.

Recycling with Changing Lives – Changing Lives currently take away Henkels waste cardboard. Local scouts used to collect cardboard from businesses and money was sent to St Luke's. This system is no longer in place. PP would like to start a similar scheme – waste cardboard is collected from around the estate and then taken to Changing Lives. Tithebarn – AB would be interested in paper recycling, currently have a machine for cardboard. AB will find the details for the cardboard for DA. HS has previously spoken to Changing Lives – HS is happy to meet up again to discuss this and work out how to make this happen.

Rula Meeting

GK and JH attended the meeting with Rula – development company at the roundabout end of the estate. Rula deal with the enquiries and marketing. Anthony from Rula feels he can estimate the BID levy income from the site. There will be a service charge. Need to establish what the service charge covers so the BID does not backfill. Another meeting is scheduled in for December to discuss the service charge again.

PP has been approached by DC Lomas – a deal was reached then the price increased by 20%. DA – the same happened with Saint Flooring – increased by over £1million. Pricing out of the Industrial Estate. Three local businesses now that have experienced issues

HS to speak with Changing Lives Together regarding this scheme.

JH will pick this up with the 3 businesses and liaise with Gemma Davies.

JH to speak to Perrin.

	<p>trying to expand. Another business was turned away – looking for 3000 square foot.</p> <p><u>Road Three updates</u></p> <p>NP has been involved with Road Three – walked around with Highways. Proposal is to increase the double yellow lines around the corner. HS has engaged with businesses to get them to discourage staff from parking there. Shrubs have now been cut back.</p> <p>Have been an issues on the estate of cars parking in unsafe locations and in illegal locations. Taxis are parking on the estate. This is not a police matter – only time police will get involved is if it causes a dangerous obstruction. It is local authority who deals with this – parking enforcement. Ian’s Taxis have now got a location on the estate.</p> <p><u>Options Appraisal</u></p> <p>Entrances to the Estate. PP would like to see some form of new sculpture added on the estate. JH will raise this with Carmel. PP asked GK to look if there was any Section 106 money available. This may be for road transport improvements.</p> <p>PP would like the old signs replaced with a brand new signage that says “Welcome to Winsford Industrial Estate”.</p> <p>Options appraisal would look at options for signage and art and entrance features. Cost for this is £1k for 3 days time.</p> <p>Need to discuss with Rula and Perrin regarding the Road Signs. Perrin went to TWM regarding the signage but never got anywhere.</p>	<p>JH to get a cost and full scope of what Gethin can do.</p> <p>JH will speak with Perrin regarding TWM.</p>
<p>AOB</p>	<p>DG asked to be kept on the invite list to future meetings.</p> <p>Two new businesses have come on to the park – one in Artis Park, and another in the electrical shop next to Howdens.</p> <p>GW – LEP AGM is on Tuesday – please engage as it is online.</p> <p>Growth Hub – sent out a business survey recently – trying to understand from businesses about cost of living. GW will send this on. HS will send this out again.</p>	<p>HS to send out Growth Hub survey again.</p>

	<p>HS2 – Mid-Cheshire line – HS has had this information sent to him.</p> <p>Exporting – department of trading industry are keen to work with businesses.</p> <p>Armed Forces – does the industrial estate employ anyone ex-military as they want to honour those from the armed forces.</p> <p>Christmas Tree price – est. £4,000. Old electrical socket is no longer there – has been ripped out during the Tiger Trailers development. This quote includes putting the socket back in. GW can ask local councilors if they have members budget.</p> <p>Vote on the tree – 3x yes votes for the tree. JH will speak with Chris Shaw at NTC to order the tree and arrange for installation.</p> <p>PP would like the carol concert outside the tree to go ahead with prince pies. PP would like Winsford school children to digitally design a Christmas card which will be sent out to the estate. The winning child will win a voucher for £20 and switch the lights on.</p> <p>Annual Quiz – has always been very popular. Other Conservative club may be an option for hosting. January/February time.</p> <p>PP thanked all businesses for attending and closed the meeting.</p>	<p>JH and HS will speak to Perrin, Rula and Tiger regarding the costs of the electrical socket. JH to copy in Perrin.</p> <p>SL and HS to look at Annual Quiz.</p>
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Date and location of next Winsford 1-5 Executive Board meeting: TBC.