

Minutes

Winsford 1-5 Executive Board Meeting

Date: 8th December 2016
 Location: CSS, Road Three, Winsford Industrial Estate
 Time: 12 noon – 2pm

Present: Name	Company	Name	Company
Pete Price	Office Essentials	Louise Ashley	Groundwork
Jacqui Wood	CSS	Jane Hough	Groundwork
Apryl Biddle	Minsups	Carl Quinn	Coveris
Simon Schofield	Car Transplants		

Apologies: Name	Company	Name	Company
George Ralston	STM	Jacqueline Wilson	CWAC

		Actions
Welcome and Apologies	<p>PP Welcomed everyone to the meeting.</p> <p>Apologies were received from George Ralston (STM UK) and Jacqueline Wilson (CWAC).</p>	
Winsford Strategic Plan	<p>PP is a Representative on the Winsford Neighbourhood Plan Steering Group. They are reassessing their approach. They have spoken about the Broadband/Mobile Phone coverage and transport links to the Estate. They have also stated that Winsford Industrial Estate forms part of the Northern Gateway Development Zone. JH will contact them to find out what they are planning on doing going forward.</p> <p>LGF round 3 Bid has been submitted by CWaC, this includes Winsford's infrastructure for the land that is coming forward for Economic Development ie. Road, power etc and we CWaC are waiting to hear the result from the Government.</p> <p>There will not be a prison built in Winsford, it has been confirmed by CWaC. Winsford MP Antoinette Sandbach stated earlier this year potential plans by government to build a prison on Winsford Industrial Estate. CWaC have advised that this was a request that the Council received and were obligated to respond to as part of a National feasibility study.</p>	<p>JH to contact Winsford Neighbourhood Plan Steering Group</p>

Approval of minutes of last meeting and actions	Approval of the September minutes were received. No outstanding actions.	
Budget/Claim	JH ran through the BID expenditure breakdown. Financially the Winsford I-5 BID is in a strong position.	
Estate Managers Update	<p>LA ran through the highlights</p> <p>Christmas Tree Switch On went well on Wednesday 7th December, however it was disappointing that only a few businesses attended. A minibus service to pick up staff at lunchtime may be considered for next year's event.</p> <p>A Security Briefing Meeting is scheduled for Tuesday 13th December at 9.30am at Rucks Café. Inspector David Snasdell and Steve Pointon from Alpha Omega will be in attendance. Minutes will be forwarded after the meeting to all businesses.</p> <p>The Cheshire fencing that was damaged at the traffic light end of Road I has been ordered and will be erected before the Christmas break.</p> <p>The Annual Winsford Quiz has been promoted and there are still places available for teams to join on Thursday 26th January 2017. This has been actively promoted via the website and our E-Bulletin and LA will continue to promote this on site. The Quizmaster has been booked and all prizes have been purchased.</p> <p>The power supply to the lighting column on Road I that hosts the ANPR camera is still with Scottish Power and CWaC to be fixed. LA to obtain costs from OneTek regarding moving the camera to a new location. JH is waiting for contact details for Scottish Power from CWaC so that we can write to them.</p> <p>Training continues to be very well attended by all businesses on the Estate and are operating within budget. A discussion was held regarding new training in the next financial year ie. FLT training which the BID could subsidise, Customer Service, Powerpoint, SEO and Employment Law training. LA to obtain costs.</p> <p>Car Transplants have offered the use of their premises to host the FLT training and will give LA details of an Employment Law solicitor.</p> <p>The traffic calming data was submitted to each Board member and it was decided that they would like to see trends over the last 12 months. LA to provide the information and forward it via email.</p>	<p>LA to obtain costs to move ANPR camera.</p> <p>JH to obtain Scottish Power contact details.</p> <p>LA to obtain costs for future training courses</p> <p>SS to contact LA with details of Employment Law contact.</p> <p>LA to obtain trend information and forward to the board.</p>

The UK's First Industrial Estate Business Improvement District

	<p>Grounds Maintenance on the Estate is still a concern for PP. LA and JH have been liaising with the Council and StreetScene regarding this and we are waiting on Simon Lammond at CWaC regarding finalising the SLA.</p> <p>LA to contact Highways Department regarding the verges/walkways on the Estate as some are in a state of disrepair and the BID needs to understand who's responsibility it is to keep these in good condition ie. Entrances to businesses on private land etc.</p>	<p>LA & JH to continue to liaise with CWaC.</p> <p>LA to contact Highways re: verges/walkways on the Estate.</p>
AOB	<p>SS has asked if a fixed waste bin can be installed on Road 5.</p> <p>SS asked what responsibilities each Board member would be taking on the Winsford BID themes. These are to be discussed at a later date and businesses will be informed when this has been confirmed.</p> <p>LA was asked to email all businesses regarding removing A Boards on the Estate as too many of these give a bad impression on the Estate.</p> <p>SS suggested having a walkabout of each road starting with Road 5 to review the litter etc and suggestions of improvements can then be made.</p> <p>A discussion was held regarding hosting a networking event possibly at a local location and another larger event for employees such as a family day in the Summer again to be held locally. If anyone has any suggestions can they please send these to LA.</p> <p>Information was sent prior to the meeting on the proposed HS2. The Board have been asked to feedback via email on this document once they have had ample opportunity to read through it.</p> <p>A call has been received from Antoinette Sandbach's office with the view to scheduling a meeting regarding the effect it will have on the local area and Winsford Industrial Estate. LA to liaise with Emma Crane.</p> <p>The Broadband survey that businesses have completed has been reviewed by PP and the information has been sent to CWaC. Any developments on this will be forwarded to the board and businesses in due course.</p>	<p>LA to obtain a cost for a waste bin on Road 5.</p> <p>Email to businesses to remove A Boards.</p> <p>Review of all Roads on the estate with board members.</p> <p>Suggestions regarding a Summer and network event to LA in the first instance.</p> <p>The Board to feedback via email on the HS2 document to LA & JH.</p> <p>LA to contact Antoinette Sandbach's office.</p>

Date & location of next Exec Board meeting: TBC and proposed dates will be forward to the Board in due course.