



## Agenda

### Winsford 1-5 Business Environment Group

### Quarterly Meeting

Date: 11<sup>th</sup> February 2011

Location: H&M, Off Road One, Winsford Industrial Estate

Time: 12.00pm – 2.00pm

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- |                                   |                     |
|-----------------------------------|---------------------|
| 1. WELCOME AND UPDATE             |                     |
| 2. BID 2006- 2011 UPDATE          | JANE BYRNE          |
| 3. BID EXPENDITURE PLAN 2011-2012 | JANE BYRNE          |
| 4. ESTATE MANAGERS REPORT         | MIKE KELLY          |
| 5. APPRENTICESHIP SCHEMES         | MID-CESHIRE COLLEGE |
| 6. AOB                            |                     |

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**The UK's First Industrial Estate Business Improvement District**

Support by:  Cheshire West  
and Chester

Managing Agent:



## Minutes

### Winsford 1-5 Business Environment Group Meeting

Date: 11<sup>th</sup> February 2011  
Location: H&M, Road One, Winsford Industrial Estate, Winsford  
Time: 12.00 – 14.00

Present:

Name	Company	Name	Company
Ian Bellingham	Alpha Omega	Alex Lonsdale	Alpha Omega
Damon Horrill	Cheshire FM	Clive Richards	CWaC
Simon Dingle	CWaC	Derek Leech	Environment Agency Emergency Works
Richard Robbins	Euro Labs Supplies	Mike Kelly	Groundwork
Jane Byrne	Groundwork	Peter Kitching	Henry Smith
David Gilligan	M&M Pallets	Paul Middlehurst	My House Group
Pete Price	Office Essentials	Jon Goodier	PANAD
John Pardoe	PANAD	Sarah Wetherell	Parkinson HR Limited
Jon Smith	Select Security	Andy Hough	The Post and Column Company
Mike Worthington	The Pickle Jar	Elaine Fitzpatrick	AWE Electrical
Andrew Woodbine	AWE Electrical	Sarah Marshall	Cheshire Fire
Graham Howarth	Office Link	Gill Williams	CWaC
Naomi Bates	Advanced Medical Solutions	Tom McDermott	Cheshire Police
Sid Williams	CSS Ltd		

Agenda Item	Minutes	Actions
Welcome – Pete Price	<p>Pete welcomed businesses to the meeting and thanked all the businesses for their support through the marketing of BID 2.</p> <p>Pete asked for approval of the minutes of the meeting held on 29<sup>th</sup> July 2010. The minutes were accepted as a true and accurate record of the meeting.</p> <p>Pete then handed over to Jane Byrne for a project update.</p>	
BID 2006-2011 Update & BID 2 – Year 1 Expenditure plan	See attached project update reports from Jane Byrne.	

Estate Managers Update	See attached Estate Managers report.	
Business Introductions	Pete Price requested each attendee introduce themselves to the meeting and provide a short explanation about their business.	
Guest Speakers	<p>A presentation was delivered by Clive Richards from Cheshire West and Chester Council on Workability Recruitment Response. This is a free recruitment and selection service that is provided to Small, Medium Businesses within the Cheshire West and Chester Area.</p> <p>A presentation was delivered by Mid-Cheshire College on Apprenticeship Schemes.</p>	
AOB	<p>Mike Worthington asked if Cheshire West and Chester Council were supporting the BID through the Marketing Plan. Jane Byrne stated that Cheshire West and Chester council were very supportive and a number of marketing initiatives were currently being explored. Gill Williams (CWaC) stated that she would forward details about "Marketing Cheshire", which was currently being developed by the LEP.</p> <p>Pete Price closed the meeting by thanking H&amp;M for the use of their facilities, The Pickle Jar for the excellent buffet and Groundwork Cheshire for their continued work on the BID.</p>	

Date and time of the next Winsford 1-5 Business Environment Group Meeting - TBC

## BID expenditure plans for 2010/11 (February 2011 Review)

The executive Board agreed to develop an investment plan for the final 6 months of the project, which included

### Marketing and Promotion

- Website revamp to drive traffic
- Re-designing of the banners on Road One
- Re-designing of Winsford 1-5 Letter headed paper
- The Winter Estate Bulletin has been produced and distributed to all businesses
- Welcome meeting for every new company

### Security

- Mobile security patrols were provided throughout the Christmas and New Year period, which resulted in no crimes being reported in that period
- Ongoing work with Extreme Networks and the Local Authority to find a resolution for the monitoring and maintenance of the existing CCTV system

### Image enhancements

- Maintenance works have been undertaken on Road Two footbridge (planted area) and Road Five (public footpath)
- Cheshire Railings and sensory Garden at the Southern End of the Industrial Estate
- Research into the feasibility of the pond area at the Northern End of the Industrial Estate

### Business Support

- Training Delivered
  - Risk Assessment
  - 1 Day First Aid Course
  - 3 day First Aid Course
- Training scheduled
  - CIEH Manual Handling – February 2011
  - CIEH Level 2 Health and Safety – March 2011
- Waste Management Survey
- Resource Efficiency Support
- Annual Business Survey

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## BID 2 expenditure plans for 2011-2012

### Theme One

#### Sustainable, Supported and Promoted Estate

- Image Enhancements – Road Five
- Maintenance of existing Landscape schemes
- Welcome meeting for every new company
- Development and Maintenance of the [www.winsford1-5.co.uk](http://www.winsford1-5.co.uk) website
- A Marketing Campaign to promote the Estate to inward investors
- Produce the quarterly Winsford 1-5 news bulletin
- Annual networking events
- Continued employment of the Estate Manager
- Annual Business Survey

### Theme Two

#### Secure and Safe Trading Environment

- The provision of Security Patrols to cover bank holidays and Christmas/New Year period
- Monitoring and Maintenance of the existing CCTV system
- Continuation of the Rapid Text around service
- Continuation of the distribution of Selecta DNA property marking kits to every business on the Estate

### Theme Three

#### Training, Knowledge and Skills

- Provision of Training Course to cover the following areas  
Risk Assessment  
Manual Handling  
First Aid  
CIEH Level 2 Health and Safety  
Employment Law
- Seminars covering the following topics  
HR and Employment Law  
Health and Safety Update  
Fire Safety  
Social Media

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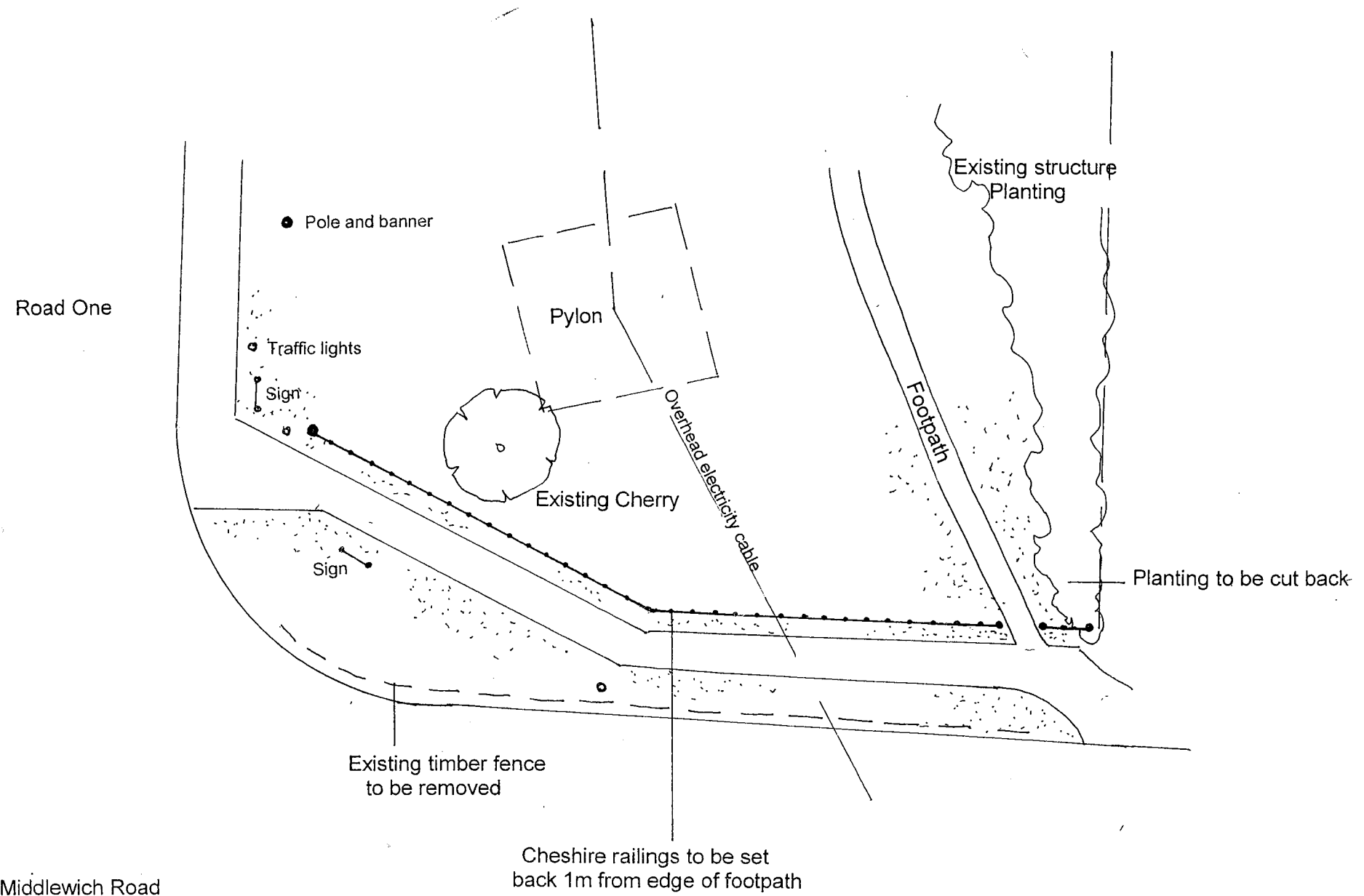
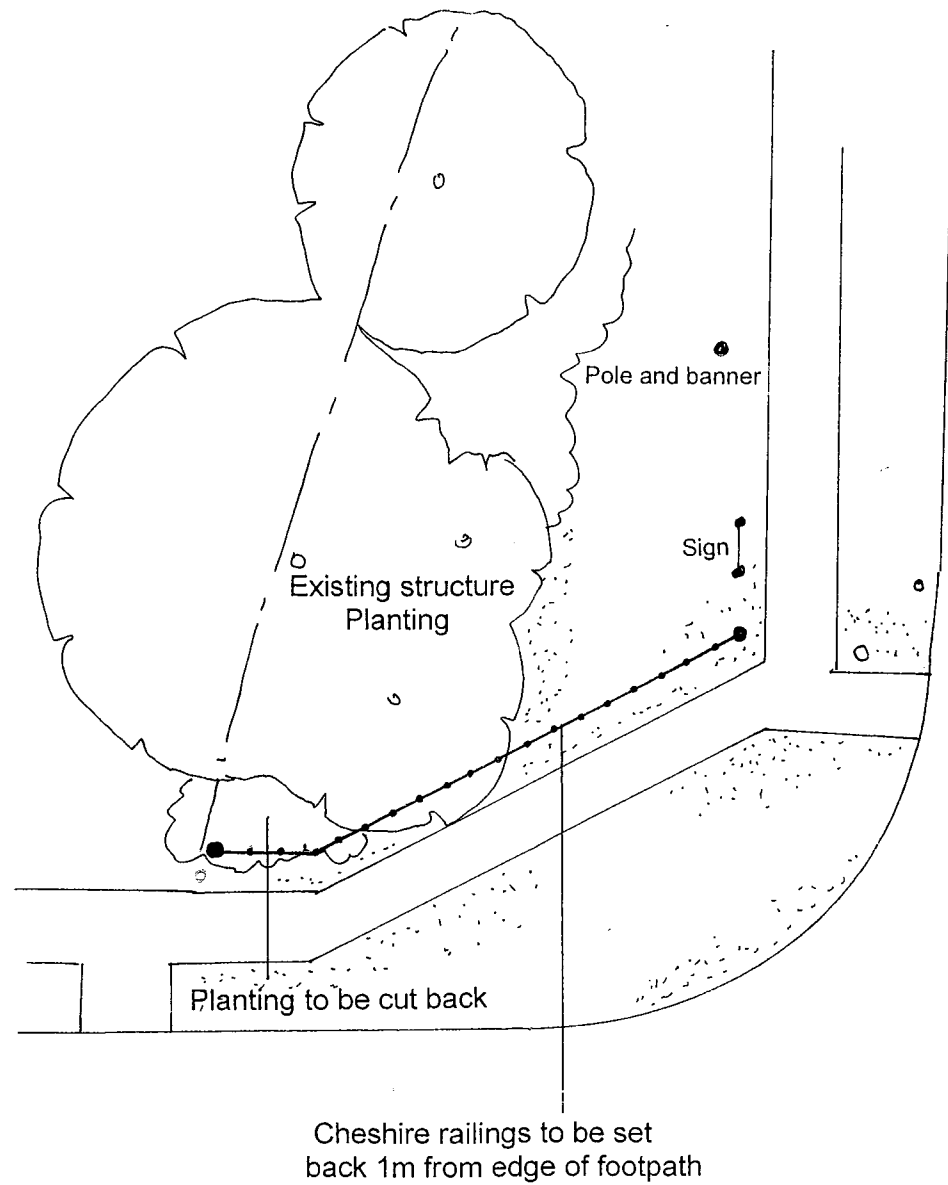
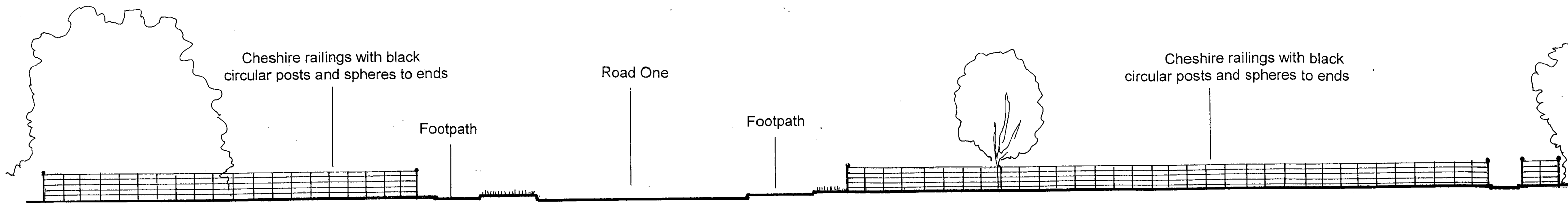
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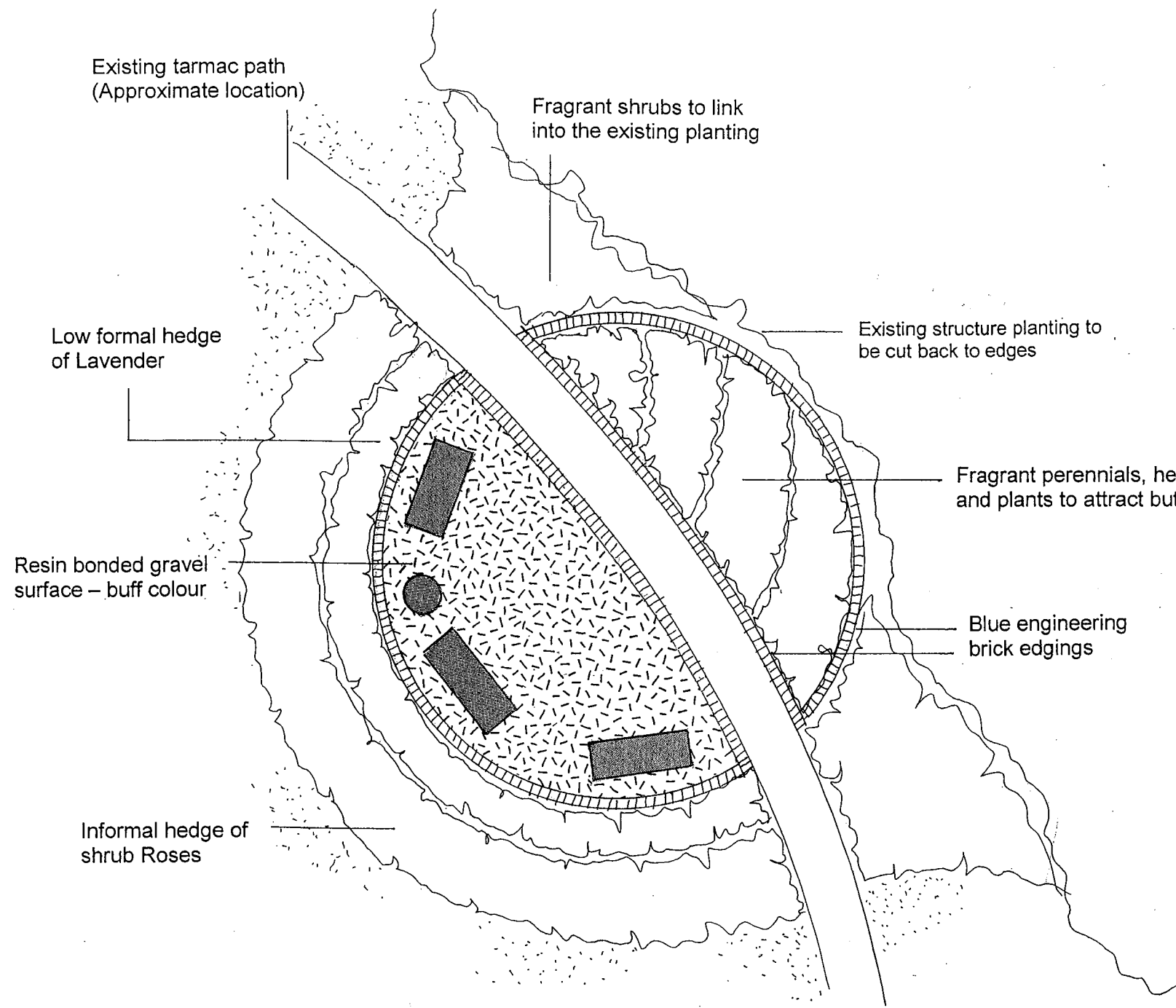
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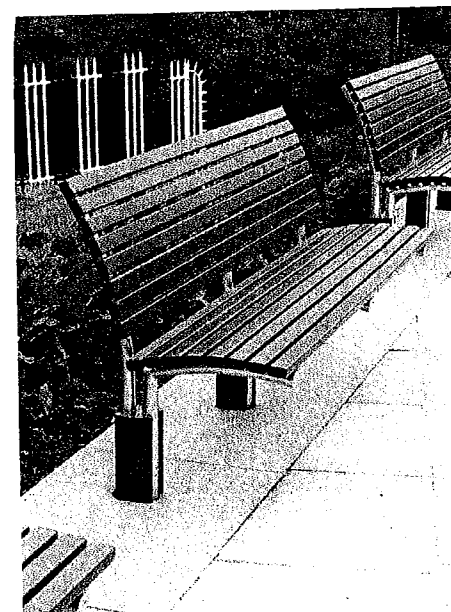


A54 Middlewich Road

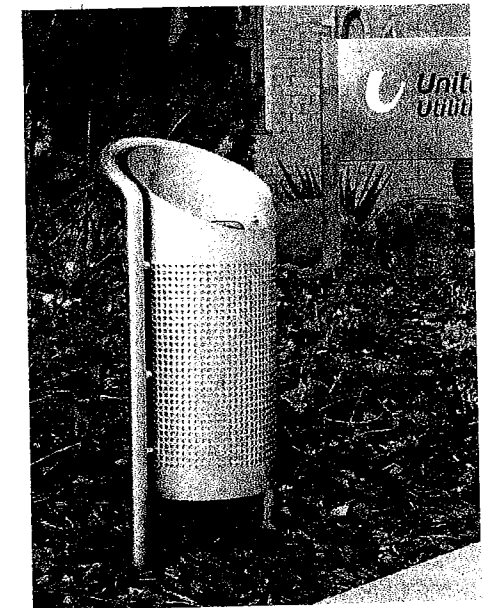
**GROUNDWORK CHESHIRE  
WINSFORD INDUSTRIAL ESTATE  
Proposed Railings to Middlewich Road Junction  
Elevation Scale 1:200  
Scale 1:250 October 2010 WIE/EI/L09**



Existing seats and paving to be removed

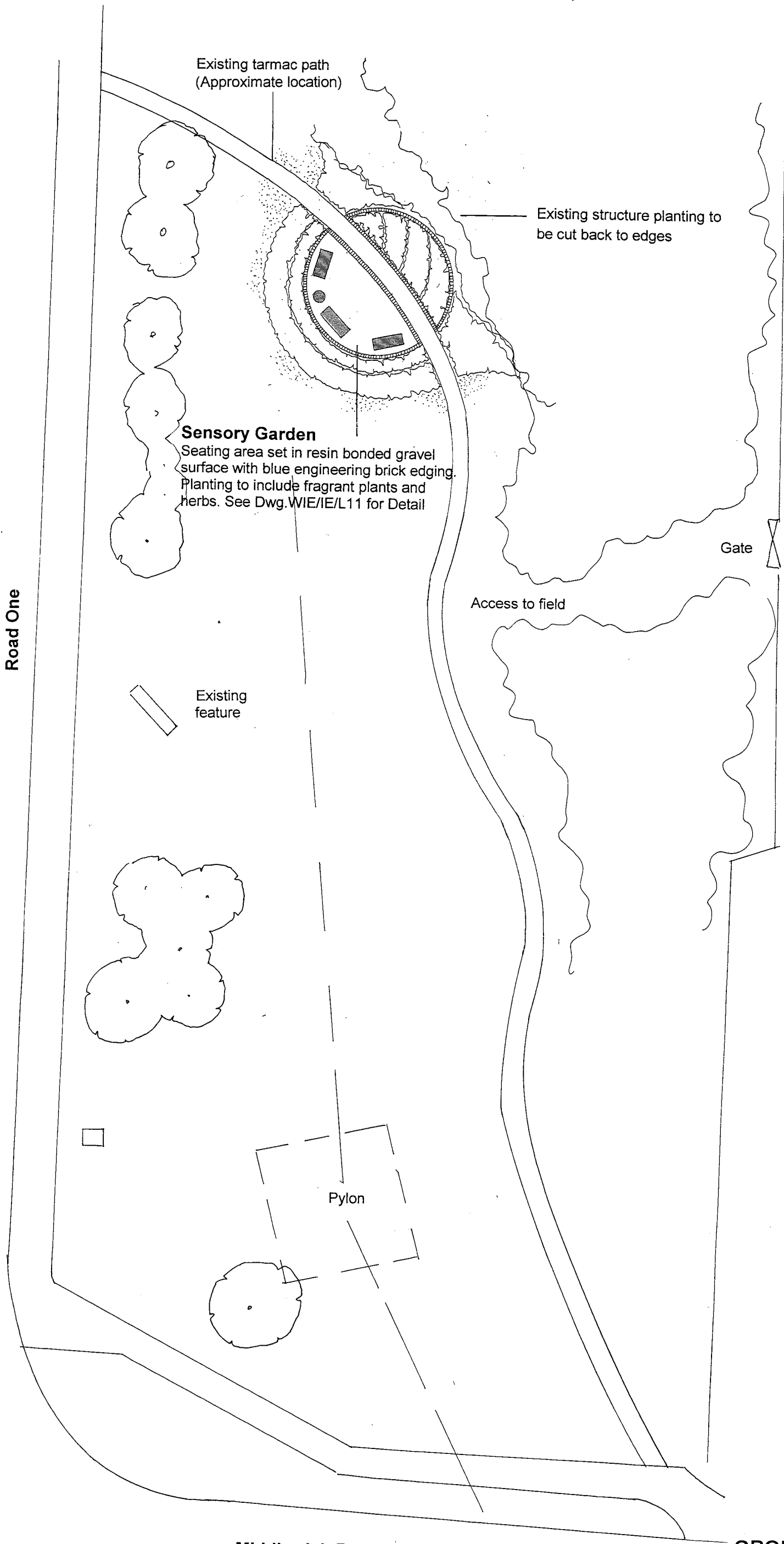


SEATS  
Broxap D150 seat with timber slats and steel/cast aluminium frame



LITTER BIN  
Broxap A120 stainless steel litter bin





**Sensory Garden**  
 Seating area set in resin bonded gravel surface with blue engineering brick edging. Planting to include fragrant plants and herbs. See Dwg. WIE/IE/L11 for Detail

Road One

Middlewich Road

**Notes**  
 Existing timber seats and paving to be removed

**GROUNDWORK CHESHIRE**  
**WINSFORD INDUSTRIAL ESTATE**  
**Proposed Sensory Garden**  
 Scale 1:250 Location  
 January 2011 WIE/EI/L10

## BID 2 expenditure plans for 2011-2012

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