

Minutes

Winsford 1-5 Executive Board Meeting

Date: 15th January 2015
 Location: Ruck Ltd, Road One, Winsford Industrial Estate
 Time: 12 noon – 2pm

Present: Name	Company	Name	Company
Pete Price (Chair)	Office Essentials	Jane Hough	Groundwork Cheshire
George Ralston	STM	Greville Kelly	Groundwork Cheshire
Shaun Hardman	Iveco	Mark Henshaw	Groundwork Cheshire
Chris Rowbottom	Weaver Vale Housing Trust	Jamie Matthews	Cheshire West and Chester Council
Simon Schofield	Car Transplants	Jacqueline Wilson	Cheshire West and Chester Council
Richard Robbins	LP Chemicals		
			Actions
Winsford Strategic Plan update	<p>Jamie Matthews provided the board with an update on the strategic plans for Winsford. Cheshire West and Chester Council were just about to go out to tender to commission consultants to produce a Transport Strategy to provide a clear approach to assess and respond to a number of emerging issues and priorities over the next 15 years.</p> <p>The study will focus on transport needs in the town centre and the surrounding urban area, as well as the needs of the longer-distance commuter in the wider travel to work area.</p> <p>It will include investigating the feasibility and options for a Winsford bypass to improve links to the M6 and Crewe High Growth City, and exploring the longer-term opportunities presented by the HS2 project including the hub proposed for Crewe.</p> <p>Other key focuses include improving public transport and parking facilities, reducing traffic congestion and improving transport links to employment, health, education, retail and leisure opportunities.</p> <p>Consideration will also be given as to how the waterways may play their part in the strategy.</p>		<p>JM to keep the Executive Board up to date with development plans and include the business community in any consultation on traffic movements</p>
Approval of minutes	PP noted that there were currently two Executive Board vacancies and		

from last meeting and matters arising	<p>Simon Schofield – Car Transplants had joined the meeting as a potential candidate for one of the positions on the Executive Board member.</p> <p>Approval of the minutes from the last meeting was received by the Board as a true and accurate record.</p>	
Budget/Claim	The claim October 2014 – December 2014 was approved. JH reported that the Business Rates Team was proactively chasing BID levy debtors. However, it should be noted that collection levels were very good.	
Estate Managers Update	Please see attached report	
Projects Update	<p>Quiz Night – MH reported that all the necessary arrangements had been made for the Quiz Night on 21st January; there were currently 70 attendees, which were down on last year. MH to encourage more attendance.</p> <p>Marketing – JH reported that she had met with Nicola Dunbar – Profile Communication to discuss Marketing and PR for the Estate. ND to provide JH with a Marketing/PR plan and associated costings to share with the board</p> <p>Mobile Security Patrols – JH reported that the Christmas and New Year Security Patrols had gone well, with one minor issue with the entrance gate at Oasis Business Park. GR stated that he would be the first point of contact for Alpha Omega.</p> <p>CCTV/ANPR – Onetek had provided some examples of the type of ANPR cameras that could be installed on the Estate. GR/SH had recommended that they meet with the suppliers and decide on which cameras were the best solution.</p> <p>Road Two update – Please see Estate Managers Report</p> <p>Maintenance of Landscape Features – MH to set up a tour of the Estate with PP and CR to identify areas that require maintaining and recommendations for planting.</p> <p>Banners – A discussion took place on replacing the banners at the Southern and Northern end of the estate. PP suggested that this could be done once the website had been finalised</p> <p>Website – The website designs had now been completed and are awaiting sign off from PP</p> <p>Traffic Calming Signs – JH provided the board with two options for the remaining traffic calming sign – Option 1 based on electrical feed Option 2 – Solar feed. The board agreed that the Electrical feed option would be the preferred option.</p>	<p>JH to present at the next board meeting</p> <p>JH to set up a meeting with the ANPR Suppliers</p> <p>MH to set up meeting with PP and CR</p> <p>JH to include on the Agenda at the next board meeting</p> <p>PP to review and feedback to SL</p> <p>JH to contact JP at CWaC to place the order for the installation of the remaining traffic calming sign</p>

	<p>De-Fibs – MH reported that he had a full list of companies who have de-fibs on site; some of those companies have agreed to host signage outside their buildings. MH has instructed Bam Nuttall to undertake the works.</p> <p>Employee Incentive Scheme – An update on membership had been provided by Brio Leisure. Winsford 1-5 members can also use the new Northwich MC when that opens in May 2015.</p> <p>Winsford 1-5 Business Event at Vale Royal Abbey - JH reported that the event would be attended by the Chair of the Mid-Cheshire Development Board, Cheshire West and Chester Council Senior Officer for Regeneration and the Leader of CWaC. JH reported that she was disappointed on the response on numbers from businesses on the Estate. PP asked how invites had gone out. JH reported that an official invite had been sent out by post, by follow up emails and e-bulletin. JH stated that the next option was to telephone individual businesses.</p> <p>BID 3 – JH presented the board with the BID 3 proposal, along with some examples of the BID proposal documents that had been created for similar projects. The board approved the costs for BID 3 development. JH to provide 3 quotes at the next board meeting for the BID proposal document.</p>	<p>SL to ring around individual businesses</p>
<p>AOB</p>	<p>None</p>	

Date and location of next meeting: Winsford 1-5 Executive Board meeting: Wednesday 27th May 2015, Car Transplants, Road Three, Winsford Industrial Estate, 12pm – 2pm.