

Minutes

**Winsford 1-5 Executive Board Meeting**

Date: 10<sup>th</sup> September 2019  
Location: Synetiq, Road Three, Winsford  
Time: 1pm – 3pm

Present: Name	Company	Name	Company
Pete Price (PP)	Office Essentials	David Snasdell (DS)	Groundwork
Jacqui Wood (JW)	CSS	Jane Hough (JH)	Groundwork
Simon Schofield (SS)	Synetiq	Robin Ashley (RA)	Coveris
April Biddle (AB)	Tithebarn	Neil Winstanley (NW)	Advanced Medical Solutions

Apologies: Name	Company	Name	Company
Greville Kelly	Groundwork		

		Actions
Welcome and Apologies	<p>DS Welcomed everyone to the meeting and advised Inspector Smith from the local police was attending to give information on crimes figures for the past 12 months but had been delayed and would be attending at 2pm. He introduced Ali Dore from Sustran's who had come to give a presentation on the Council's Active Travel Project. Ali gave a short presentation to the board on the Council's Active Travel Plan which is a two-year project to engage with employees on the Winsford 1 to 5 Industrial Estate to become more active and either walk or cycle to work.</p> <p>Questions were asked regarding the project and the board gave feedback that the issues were that no facilities were offered to businesses. (PP) gave the example of Meridian House has over 20 businesses there but they have no showers or bike racks. The board requested the presentation to be circulated and were happy to support the project in any way they could.</p>	<b>DS to circulate the presentation.</b>

<p>Approval of minutes from last meeting and matters arising</p>	<p>The minutes of the last meeting were approved by the board and (DS) went through the outstanding actions and all had been updated on.</p> <p>The only item that was discussed further was the issues with the failing of the ANPR and CCTV systems. (DS) advised that a further crime recently had been committed and the ANPR was not working at the time of the incident. He had investigated this and although the equipment had failed, Alpha Omega had not completed the required check, which would have highlighted the problem for it to be actioned for repair.</p> <p>The board discussed that number of failings by the system which had been considerable as there were numerous occasions when incidents had occurred the ANPR had not recorded.</p> <p>The board agreed to look for an alternative solution and for (DS) to investigate other companies providing a service for the CCTV and ANPR for the BID area.</p>	<p><b>DS to obtain quotes for alternative companies for the CCTV and ANPR systems</b></p>
<p>Budget/Claim</p>	<p>DS advised the board that the claim document had now been changed as requested at the last meeting and the variance column had been taken out.</p> <p>(PP) Requested that the Claim document needed distributing at least 3 days before the meeting so the board had chance to review it and requested this be done before future meetings.</p> <p>(JH) Advised the board it was in a healthy position with more levy money coming into the BID than previous years and over 70k carry over from previous years. This had been achieved with a readiness for additional spending on projects due to the new development which would require new signage.</p> <p>A discussion took place regarding the importance of linking in with the developers regarding the new development at Bostock Road end of Road One taking place to ensure the BID was working in tandem with the development so as not to leave the current estate behind.</p>	<p><b>DS to arrange meeting with CWAC regeneration team and the developer for the site.</b></p>

	<p>(JH) suggested to the board that they may wish to consider appointing a landscape architect to come up with some plans for the entrance to the Estate along with new signage. (DS) Advised that the council although consulted on names for the two new roads that this had not been authorised at present and no names have officially been given to the project.</p> <p>(PP) Advised that he did not feel the need at this stage to spend money on an architect and in the first instance we should either arrange a meeting with the council and developer or invite them to the next board meeting to discuss the development and where the BID fits in with this scheme.</p>	
<p>Estate Managers Update</p>	<p>(DS) began to run through the management report and Inspector Andy Smith joined the meeting.</p> <p>He then gave his policing update. He went through the crime figures for the past 12 months.</p> <p>Road One – 6 offences          Road Two- 2 offences          Road Three – 3 offences          Road Four – 1 offence          Road Five – 5 offences          17 in total.</p> <p>These crimes arranged from public order offence to theft and burglary offences.</p> <p>Discussion took place on how crime types are recorded.</p> <p>(PP) voiced his concerned that he thought the crime figures had increased and what could the board and businesses do to prevent this escalating. Inspector Smith advised that he did not feel that 17 crimes over a 12-month period for an area this size was a note for concern but understood the Board would like to have no crime in the area. He explained his priorities on allocating resources to an area against threat, risk and harm in the community.</p> <p>He suggested that with all the individual security staff working in various businesses they look to pool this resource together and each share some time doing mobile patrols on the estate.</p>	<p>•</p> <p>DS to look at security review for the estate.</p>

(JH) Advised that the board at Gadbrook had purchased radios and the security guards in this area were all connected to each other for support and intelligence.

The board requested the Park Manager look into this.

(DS) Advised that we have had issues with speeding and if they could have the support of the local PCSO to conduct some enforcement on road One to Five. (AS) advised he will speak with the PCSO to target the area.

The board thanked Inspector Smith for attending and he advised he would come to the next meeting or send a representative.

(DS) went through the Manager report.

#### **Secure and Safe Trading Environment**

Discussed speeding on Road Three and the speed data collected and supported a problem on this road together with the parking on the bend and the trees from Turner & Wilson obscuring site around the bend.

(DS) advised the board that Turner & Wilson were closing down and relocating to Kent. The owner was going to put in planning for development of the site to separate business units and have the site fenced off eventually but would not pay for the trees to be reduced for visibility. A quote had been obtained for this work for £400. The board declined to pay for this work on private property however (SS) offered to have the bushes trimmed at his expense which over hung onto the public realm.

It was agreed this location was at risk of a collision and we should seek to apply for a TRO. (DS) advised he was conducting a business survey shortly and this would be included along with other locations in particular Road Five outside Newbury Data and Road Four outside Wheel Wash.

#### **Green & Clean**

Discussed earlier regarding new development and signage.

<b>Co-ordinated and Supported Business Community</b>	<p>(DS) Advised the board that the Microlearn Training package went live last week with over 20 businesses already signed up to it.</p> <p>(DS) Advised the board of a new company coming onto the estate called Gradus from Macclesfield into the former Tiger Trailers site.</p> <p>(DS) Advised the Artis site was due to commence development from 14<sup>th</sup> October 2019 with 13 Trade Units being erected.</p> <p><b>Events</b></p> <p>(DS) Advised the board that due to the development of the Bostock end of Road One it was not feasible to erect a Christmas Tree this year but on 10/12/19 we were planning carols and mince pies at a location on the estate with Winsford Academy students.</p>	
<b>Projects Update</b>	Updates covered in the Business Park Managers Report	
<b>AOB</b>	N/A	

**Date and location of next Winsford 1-5 Executive Board meeting: Location Advance Medical Solutions, 1pm on Thursday 5<sup>th</sup> December 2019.**