



Minutes

Gadbrook Park Executive BID Meeting

Meeting: Gadbrook Park Executive Board
Date: 17/07/2019
Time: 11am to 12pm
Location: Little Treats, Roberts Bakery, Gadbrook Park

Name	Company	Name	Company
Mike Roberts (MR)	Roberts Bakery	Jo Mitten	Barclays Bank
Greville Kelly(GK)	Groundwork CLM	Fran Johnson (FJ)	Howard Worth
Dave Snasdell (DS)	Groundwork CLM	Heidi Bennett (HB)	Fifield Glyn
	MIS Ltd	Gary Hood (GH)	WVHT
Chris McLaughlin (CM)			
Mike Bracegirdle (MB)	Butcher Barlow solicitors		

Apologies

Name	Company	Name	Company
Andy Hunt (AH)	THG	Gareth Rigby	WVHT
Jane Hough (JH)	Groundwork		

		Actions
Approval of minutes from last meeting and actions	<p>Mike Roberts welcomed all to the meeting. Apologies were received from Jane Hough and Andy Hunt. Gary Hood advised he was attending on behalf of Gareth Rigby.</p> <p>(DS) went through the minutes of the last meeting and the actions update. The board agreed the minutes and all actions closed or additional actions tasked.</p> <p>Additional Actions:</p> <p>(DS) Advised he would set another date for businesses on the Park to see the Microlearn presentation so a decision could be made to consider whether to purchase the license for the training package. Date organised for Friday 9th August 2019 11:30am.</p> <p>(MB) to look at land register for who owns the land at the King Street roundabout as Morrison's had not yet responded if it was there land or not so action could be progressed to who was</p>	<p>DS to schedule date for businesses to view training package</p>

responsible for maintaining the tree line at the location as it is overgrown.

(MB) completed the action and forwarded details to (DS) to progress with highways England who own the land.

BID3 Result

(DS) Advised the board that 92% of businesses voted yes and 98% for rateable value. 43% of businesses voted. (GK) advised this was an average turnout for a vote but a tremendous success rate on the vote for any BID.

Business Park Managers Report

(DS) advised that on the engagement with the business before the vote process a small number of businesses were unhappy with the increase in the levy rates and business on Dalby Court were unhappy with the poor lack of action to requests for support by the council.

(DS) advised the board an example of this was that business had been requesting the foliage and hedges be cut back but still had not been completed due to the bird nesting season. Businesses had requested a number of benches to sit out on Dalby Court but property services had declined as they would interfere with cutting the grass. Discussion took place with enquires to be progressed by (DS) to follow up with the council and look at some costing for providing benches through the BID. No crimes had been reported since the last meeting.

(DS) Advised the board that the planning application for the CCTV tower on Dalby Court had been submitted and the 21-day notice had gone up on 24/05/19.

(DS) Advised the board that we were still waiting planning permission for the security lattice tower on Dalby Court. Planning application had been in since late March 2019 but as of 16/07/19 planning where estimating a further 8 weeks' response time as they are short staffed.

(DS) Advised the board that before the BID 3 commencement date of 01/11/19 they will need to review the security contract. (MR) advised this would be done at the next board meeting.

DS to get estimate for benches with option for paving under benches to reduce maintenance burden around benches. DS to follow up with property services regarding locating a number of benches in the area.

(DS) to speak with Iain Paton regarding the barriers to council for projects on the Park.

	<p>(DS) Advised the board that we would be offering a Mental Health First Aid course in the autumn. This had recently been provided for businesses at Winsford 1 to 5 with positive comments.</p>	<p>(DS) to have the various options for the board to consider at the next meeting.</p>
<p>BID Claim</p>	<p>(DS) advised the board that the claim had only been amended sine the last meeting as June 2019 figures had not yet been added to the document. Advised that the amended figure for CCTV maintenance had now been changed and was an overview forecast based on the replacement camera we had last year.</p> <p>(CM) Highlighted the reduction in last year’s figures for website maintenance and (DS) Advised we had a monthly service fee for amendments and items added to the website like uploading jobs and the weekly newsletter but the increases last year was additional work to develop the site and have additional tabs on it. No planned additional work was forecasted at the moment for the website.</p> <p>The board agreed that all budgets should be reviewed for BID3 to record accurately the projected figured for each theme.</p>	<p>JH / DS to review finance profiling and total amount of budget for the website.</p>
<p>Project’s Update</p>	<p>As per BID Managers Report</p>	
<p>AOB</p>	<p>(JM) Advised that Alpha Omega were not adhering to the radio protocol.</p>	<p>(DS) to speak to Alpha Omega management.</p>



	<p>(DS) Spoke with Alpha Omega Security re radio protocol on 18/07/19</p> <p>(DS) to advertise a position on the board to replace Paul Baker. (DS) E-mail circulated 18/07/19</p> <p>Date of next meeting: Wednesday 9th October 2019 midday to 2pm at Butcher Barlow Solicitors, Gadbrook Park.</p>	<p>(DS) to advertise position on the board.</p>
--	--	---