



Minutes

Gadbrook Park Executive BID Meeting

Meeting: Gadbrook Park Executive Board
Date: 13/03/2019
Time: 12pm to 2pm
Location: Butcher&Barlow, Gadbrook Park

Name	Company	Name	Company
Mike Roberts (MR)	Roberts Bakery	Gareth Rigby (GB)	WVHT
Jane Hough (JH)	Groundwork CLM	Fran Johnson (FJ)	Howard Worth
Dave Snasdell (DS)	Groundwork CLM	Heidi Bennett (HB)	Fifield Glyn
Greville Kelly (GK)	Groundwork CLM		
John Dawson (JD)	THG		
Mike Bracegirdle (MB)	Butcher & Barlow		

Apologies

Name	Company	Name	Company
Chris McLoughlin (CM)	MIS Ltd	Paul Baker (PB)	Café Arabica
Jo Mitten (JM)	Barclays		

		Actions
Approval of minutes from last meeting and actions	<p>Mike Roberts welcomed all to the meeting. Apologies were received from Paul Baker, Chris McLoughlin and Jo Mitten.</p> <p>Mike Roberts thanked John Dawson for his support over the past four and a half years and his contribution to the board. He wished him well in his retirement.</p> <p>(DS) went through the minutes of the last meeting and the actions update.</p> <p>The minutes were agreed by the board and (MR) signed the minutes as a correct record.</p> <p>(DS) Advised the board that Rudheath Senior Academy had agreed to apply for an Awards for All Grant for the subway mural project.</p> <p>The board agreed to support this financial with a contribution if the grant was successful.</p> <p style="color: red;">Rudheath Senior Academy has submitted the Awards for all application on 25/02/2019 awaiting response. 8 week turn around for decision.</p> <p style="color: red;">Response received on 23/04/19 advising the academy have been unsuccessful with the application the main reasons we</p>	

were completing this project in curriculum time and the project was limited to two schools. This will be reviewed to re-apply considering out of curriculum time and inclusive of other groups e.g. Cubs, brownies etc.

(MR) Mentioned that it was important to continue to raise the issues to highways regarding the junction development including the requirement to have block paving at the entrance to keep it in keeping with the Park and also the safety around pedestrians at the entrance to the park and up to the first junction area. (DS) Advised it was all documented at the AGM and highways have no update for the board when they were contacted this week. No contractor has been appointed nor any detailed plans at this moment in time.

Highways contacted in Mid-May still awaiting proposal of final plans.

Security

(DS) Advised the board that no incidents had been reported to the Police since the last meeting.

(DS) Advised the board that CWAC had now rescinded the request for over £4000 in fees for the lattice CCTV tower but still had to pay for the planning. Advised the planning was being processed by OneTek for the lattice tower and that Alphabond had been visited with no objections to the planning application. Still awaiting planning approval planning signs for objections went up on 24/05/19 with a 21 day notice.

(DS) Advised the board the cost for the security radios for the four guards was £670. Discussion took place that would give added security to all on the Park.

(JD) Advised that THG had a guard at the Stables who worked nights 6pm to 6am and the board agreed to purchase a radio for them as well to link in with all the guards on the Park.

Radios purchased and in use.

Image Enhancement

(DS) Advised the board that NTC had given the price for the renewal of the 21 hanging baskets at a cost £1744.

	<p>(DS) Advised the board that the fallen tree on the A556 had been reported to the council but would not give a date to remove it.</p> <p>Discussion took place that the last tree did not get removed from the council so the BID had it removed at a cost. The board agreed to have this current tree removed by Tree Musketeers. Tree now removed.</p> <p>(DS) Advised the board regarding the speed sign and hump sign renewal. Board agrees to have this completed. Purchased and erected.</p> <p>Discussion was had by the board regarding the speed signs on the A556 were dirty and agreed to have them cleaned. All signage cleaned along the A556 from the roundabout.</p> <p>Discussion took place regarding the litter on Morrison's roundabout that it brought the image of the area down. (DS) advised he will look into community payback doing some litter picking, speaking to Morrison's about tidying up the area and highways regarding bins in the lay byes out towards Lostock. Community payback completed litter pick and Morrison's logistic manager contacted re maintenance of corner. Awaiting response if they own the land if they do they are willing to maintain the corner plot but would like a contribution from the BID.</p> <p>Business Communication</p> <p>(DS) Advised the board the Quiz night was a great success with 19 teams but disappointingly 2 teams dropped out the day before.</p>	<p>DS to get window cleaning company used previously on 1 to 5 to have them cleaned.</p> <p>DS to speak with Morrison's, Community Payback and CWAC re litter and tidy up.</p>
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(DS) Advised the board he had stepped up the profile of the BID on social media in particular twitter and that all businesses on the Park who are on twitter are being followed by the BID twitter account.

(DS) Advised the board he had looked into further social engagement for the Park and obtained a quote to host a football tournament run by Cheshire FA. Discussion took place and the board declined this the rationale as it would not be inclusive enough to all. (DS) to consider a sports day type event for all.

(DS) Advised Winnington Park Rugby club would host the event and he will get some costing from Active Cheshire and report back to the board.

Quote obtained just over £1000 board could not agree by –e-mail request to support the event so no further work completed.

Prospective companies who wished to partake advised of cancellation of proposed event.

(DS) Advised the board the cycle to work day was booked for Tuesday 11th June 2019.

Update on BID 3 Proposal

(JH) updated the board on the proposal document and provided a proposal cost for implementing BID3. The board was happy with the document and the cost outline as it had not increased since the last BID.

(MR) discussed the consideration of expanding the BID area to include Morrison’s Distribution and other properties nearby including the two marinas but exempting farms in the area. It would be a worthwhile exercise to have some dialogue with these business areas.

Discussion took place regarding having an awards evening for the Park and (JH) advised they are great to have but you need some associated outcomes and the cost to host are considerable. Consideration for combining with a sporting event.

Board agreed it was something to consider again for BID3.

(DS) To obtain quote from Active Cheshire for sports day event at WPRFC

	<p>(JD) Mentioned having finances set aside for development of other businesses joining the BID if the area was expanded. (JH) Advised this work is normally completed by CWAC development and the BID would be consulted upon and no financial commitment would be required from the BID for this service.</p> <p>Further discussion took place regarding aligning the BID with the CWAC financial year.</p> <p>The conclusion was this to be considered for BID3 if successful going into a successful BID4.</p>	
<p>BID Claim</p>	<p>The claim was discussed and (DS) advised the claim form had been altered as requested by (MR). (JH) advised that the figure for the resourced security patrols was not complete as it had not included one month's invoicing as yet so would have an increase in this column once the invoice had been received.</p> <p>Discussion took place regarding reducing the guard cover for BID3 but (JH) advised the security questionnaire distributed to businesses were against this they were comfortable with the service and coverage.</p> <p>(MR) Discussed the fact that the BID levy may have to increase by 3 to 5 % to factor in over the term of the BID the increase in wages for the guards.</p> <p>(JH) advised she would work some modelling around this area of business.</p> <p>This work has been completed and advised to (MR)</p> <p>(FJ) Requested we get meter readings for the security cabin as these were only estimates she had been provided with for the claim and were £200 in credit.</p> <p>Completed and forwarded to Electric provider.</p>	<p>(JH) To look at figures for the BID levy regarding security cost for BID3</p> <p>(DS) to speak with Alpha Omega for correct meter readings each month.</p>

	<p>(FJ) Mentioned the requirement to keep the rapid text service at a cost of £50 per month when it was not used. Board agreed to cancel this. (DS) advised that with other social media platforms it was not required anymore to pass messages on to businesses.</p> <p>Contract cancelled.</p>	<p>(DS) to cancel rapid text service as it was not being used to justify the cost.</p>
<p>Project's Update</p>	<p>As per Business Park Managers report</p>	
<p>AOB</p>	<p>(DS) mention the complaint by John Fifield regarding the change in the BID signage. It was discussed that it was changed by the board a number of years ago and would be considered again for a refresh for BID3 and for John Fifield to be spoken to on what he views would be on the signage change.</p> <p>Quote "It is wishy washy, no presence, no real impact, it needs stronger colours and be more distinctive."</p> <p>(GK) Thanked the board for their contribution to the continued support of the BID and looking forward to further development and BID3.</p>	<p>(HB) To speak with John Fifield on his views on the signage.</p>
<p>Date of Next Meeting</p>	<p>To be arranged for Wednesday 5th June 2019 between 12pm and 2pm location TBC.</p> <p>Meeting Concluded 13:50 hrs</p>	