



## Minutes

### Gadbrook Park Executive BID Meeting

**Meeting:** Gadbrook Park Executive Board  
**Date:** Wednesday 28<sup>th</sup> June 2023  
**Time:** 12:00pm  
**Location:** Little Treats

Name	Company	Name	Company
Mike Roberts (MR)	Roberts Bakery	Gill Williams (GW)	CWAC
Chris McLaughlin (CM) (Chair)	MIS Ltd	Jane Hough (JH)	Groundwork CLM
Dave Brooks (DB)	Turnkey	Hugh Shields (HS)	Groundwork CLM
Louise Blackham (LB)	RMG	Stephanie Leese (SL)	Groundwork CLM
Mike Bracegirdle (MB)	Butcher Barlow		

#### Apologies:

Fran Johnson (FJ) (Treasurer) - WR Partners  
 Gareth Rigby (GR) – WVHT  
 Julie Senior (JS) – Npors

		Actions
<b>Welcome Apologies Approval of Minutes</b>	<p>CM welcomed everyone to the meeting and hoped everyone was keeping well.</p> <p>Apologies were received from JS, GR and FJ.</p> <p>No declarations of interest.</p> <p>The Minutes from the previous meeting were approved as a true and accurate record.</p>	
<b>Accounts</b>	<p>JH went through the finances. Direction of travel for income has improved from the 19-21 accounts. £228,500 was drawn down from 22-23. There was historical debt from 21-22. CWAC have written some historical debt off as they were unable to collect.</p> <p>In January, security services were reduced to one guard. This has made a significant impact on the security budget. Estimated annual budget is around £90k which is significantly less. This year there was an 11% increase in national minimum wage which will have an impact.</p> <p>Board have been keen to get the surpluses back to where the BID was in previous years. At the end of 22-23 the surplus was £28.861. Projecting this year for a surplus of £58k based on the budgets.</p>	

	<p>CCTV will remain the same. Training – very often there is a reserve list – businesses really value the training – may be able to increase the budget for training if there is a need from businesses. HS has worked hard with Tree Muskateers and has a great relationship.</p> <p>Looking forward to 23-24, the BID may want to reduce the security guards, with installation of an automatic barrier or investments in to cyber crime prevention. In addition to the Security Guard service there is CCTV monitoring and a Key Holding Service provided by Alpha Omega which needs to be taken in to consideration. If an automatic barrier is installed – need to put in funds for any repair. Encampments often drive through the barriers. This may work out the same costs as Security Guards.</p> <p>BID 3 ends in October 2023. Groundwork will look to develop BID 4.</p> <p>There were no questions on the accounts.</p>	
<p><b>AOB and Date of next meeting</b></p>	<p>Currently the Barclays site and the Stables area needs tidying with maintenance work. GW has discussed this and there is a plan in place.</p> <p>The Executive Board Meeting was ended and the AGM began.</p> <p><b><u>Date and time of next Executive meeting: TBC</u></b></p>	