



## Minutes

### Gadbrook Park Executive BID Meeting

**Meeting:** Gadbrook Park Executive Board  
**Date:** Wednesday 7<sup>th</sup> May 2025  
**Time:** 12:00pm  
**Location:** MIS

Name	Company	Name	Company
Chris McLaughlin (CM) (Chair)	MIS Ltd	Gill Williams (GW)	CWAC
Fran Johnson (Treasurer) (FJ)	WR Partners	Hugh Shields (HS)	Groundwork CLM
Louise Blackham (LB)	RMG	Adam Gerrard (AG)	Groundwork CLM
Mike Roberts (MR)	Frank Roberts	Stephanie Leese (SL)	Groundwork CLM
Mike Bracegirdle (MB)	Butcher Barlow		
Tom Henderson (TH)	Weaver Vale Housing Trust		

#### Apologies:

Julie Senior (JS) - Npors  
 Dave Brooks (DB) – Turnkey

Jane Hough (JH) – Groundwork CLM

		Actions
<b>Welcome</b> <b>Apologies</b> <b>Approval of Minutes</b>	<p>CM welcomed everyone to the meeting and to MIS.</p> <p>Apologies were received from JH, JS and DB.</p> <p>Conflicts of interest: CM is now on the board of Weaver Vale Housing Trust.</p> <p>Actions were all completed.</p> <p>The Minutes from the previous meeting were approved as a true and accurate record.</p>	
<b>Finances</b>	<p>All income invoices have been paid and all expenditure invoices have been paid. Waiting on some Alpha Omega invoices.</p> <p>There is a minimum carry over of £50k for the next BID year.</p> <p>The finances for year end will be sent to FJ.</p> <p>The income for the next financial year is less than what would be expected due to the collection rate being 85% instead of 90%. Groundwork have asked for a debtors ledger to understand who hasn't paid. It has been agreed that if the collection levy goes back up to 90% then 40% will be collected in September as usual. CM and FJ have looked at the CCTV costs and what is viable. Alpha Omega</p>	

	<p>tendered for the security and won the tender. National Insurance went up – the price has increased by 51p per hour. The cost is well within the forecast of what can be afforded to spend. The CCTV costs will also increase – AG will cover this further under AOB.</p> <p>There were no questions on the accounts.</p>	
<p><b>Project Update Report</b></p>	<p>HS went through the BID Manager's report.</p> <p><b><u>Security:</u></b></p> <p>An encampment arrived next to Tan Republic consisting of 5 caravans. These were swiftly removed.</p> <p>Alpha Omega responded to several alarm call outs. There was no need for police involvement.</p> <p>FJ – a fire alarm was going off at WR Partners but Alpha Omega response was that they couldn't help. HS will speak with Alpha Omega regarding this.</p> <p>Crime figures – last year there were 3 reported crimes (2024). 3 Pallets were stolen and HS asked for the CCTV – Alpha Omega were not able to provide this – HS will speak with Alpha Omega regarding the reasons why.</p> <p><b><u>Supported and Connected Business Community:</u></b></p> <p>The internet issue has now been sorted on the Business Centre with thanks to Gill Williams and HS.</p> <p>CM attended the Kings Award for Enterprise – CM will forward the information slides on to anyone who would like to apply.</p> <p>Groundwork will be delivering the de-carbonisation programme – if anyone is interested in grants (5k – 15k grants are available which will be match funded) then apply via the council website. CM – will the council owned buildings be looking at de-carbonisation? GW – tenants will have to apply. HS will send out the information to businesses.</p> <p>Digital Cheshire are doing sessions on AI and Social Media.</p> <p>Training courses – several online workshops have been planned in. 86 delegates were trained in accredited courses with 26 courses available to book.</p> <p><b><u>Greener and Cleaner:</u></b></p>	

	<p>HS will be putting in another complaint regarding the entrance features. MR – can the BID put some funding towards fixing the area? CM – will give until the next board meeting to see if the council will resolve the issue. A decision will then be taken at the next board meeting as to how to progress going forward.</p> <p>The board have installed a litter bin outside Tan Republic due to increased litter and cigarette butts.</p> <p>PropertyWise have completed essential maintenance on the security hut.</p> <p>The BID will be enhancing the biodiversity across the park with the installation of bird/bat/bee boxes across the park and will be looking at pollinator friendly planting – an email will be sent out to businesses regarding this initiative.</p> <p>The BID will also be looking at a longer term landscape improvement project over the 5 years of the BID – any landscaping plans will be sent to the board for approval.</p> <p>Memorial for John Fifield – HS have spoken with Fifield Glyn who would be really pleased with this. HS will speak with Tree Muskateers regarding a cost for installation of this and will bring this back to the board. May be an issue with drains – may need to have the cherry trees in very large pots instead to prevent any potential issues with roots.</p>	
<p><b>AOB &amp; Date of next meeting</b></p>	<p><b><u>AOB</u></b></p> <p>Road issue has been a long standing issues. Property Team have been looking at proposals – they won't be able to bring the road up to Highways standard. Property would look at upgrading the road to the Business Centre to a better standard. The council would then sell this land on to a managing agent – this would come with service charges which would be passed on. This would be an additional cost to what is paid already. CWAC are not allowed to adopt any road unless it meets a national standard.</p> <p>AG – businesses could fund a legal challenge to get the road brought up to a standard.</p> <p>FJ – a better proposal would be to pay in to getting the road up to highways standard.</p>	<p><b>Action:</b> GW – will find out what the standards are in terms of getting a road adopted.</p>

	<p>AG went through the financial profile of the budget and expenditure for the year.</p> <p>AG discussed the maintenance fee for the CCTV. Have never had a price increase. Onetek would like to increase the fees from 6700 to over 10k. There would be a more reliable wifi link with fixed cable.</p> <p>Some cameras need to be replaced. AG would not like to see the BID in a position with less than £30k reserves. LD has agreed to do a phased approach of camera replacements. First Phase would be Arabica and Alphabond. Cost would be £8700. Second phase would be 14k. Third phase would be £9.6k. MR asked if any cameras could be dropped with the advancement of camera technology.</p> <p>CM – would there be any GDPR implications? AG – there shouldn't be as there are no real changes. There is no live footage streamed anywhere.</p> <p>AG – asked if there were any objections to the camera upgrade to phase 1? There were no objections and Phase 1 was approved.</p> <p>Regarding the PC cost – can this ensure any replacements will be covered.</p> <p>CM – would like to see the budget remaining minus figures coloured in red so it is easy to see.</p> <p>LB – looking at delivering social value in the community. Joshua Tree are looking for a sponsor for the Northwich 10k on the 29<sup>th</sup> June.</p> <p>LB – also linked in with Changing Lives Together who manage the Very Green Grocery. This would be great to share on the business park.</p> <p>MR – does the inclusion of schools mean there are any additional responsibilities for the BID?</p> <p>AG – is it worth looking at getting one of the schools on the board? One of the schools is leasing the MIS building so may be worth approaching. Could do a comms piece regarding parking on Century House.</p> <p>Could look at signage to make people aware there could be children running around.</p> <p>CM – have sold MIS Active Management Systems. Will be known as MIS Group going forwards.</p> <p>CM thanked all for attending and closed the meeting.</p>	<p>Action: AG to complete an analysis on the costings from LD.</p> <p>Action: AG to change colouration of budget on finance sheet.</p>
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**Date and time of next Executive meeting:** Will look to move the AGM to early July. WR Partners are happy to host. WVHT are also happy to host.