



Minutes

Gadbrook Park Executive BID Meeting

Meeting: Gadbrook Park Executive Board
Date: Wednesday 5th November 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
Mike Roberts (MR)	Frank Roberts	Greville Kelly (GK)	Groundwork CLM
Louise Blackham (LB)	RMG	Stephanie Leese (SL)	Groundwork CLM
Dave Brooks (DB)	Turnkey		

Apologies:

Julie Senior (JS) - Npors
Tom Henderson (TH) – Weaver Vale Housing Trust
Mike Bracegirdle (MB) - Butcher Barlow
Nathan Pardoe (NP) - CWAC

		Actions
Welcome Apologies Approval of Minutes	<p>CM welcomed everyone to the meeting and to MIS.</p> <p>Apologies were received from JS, MB, NP and TH.</p> <p>Conflicts of interest: There were no conflicts of interest.</p> <p>The Minutes from the previous meeting were approved as a true and accurate record.</p>	
Finances	<p>GK went through the finance sheet.</p> <p>The line that is currently over budget is due to improvements made on the security lodge - there is no major risk associated with this.</p> <p>The security contract is broadly on par in terms of expenditure.</p> <p>Traveller incursion costs budget have not been used yet.</p> <p>GK went through the expenditure items. Discussion took place on the Barclays development and permitted development. GK would like to explore with CWAC designated employment land where no permitted development can take place.</p>	<p>ACTION: GK to look further in to permitted development exclusion zones with CWAC.</p>

	<p>A surplus is forecast of £55k.</p> <p>There were no questions on the finances.</p>	
Project Update Report	<p>HS went through the BID Manager's report.</p> <p><u>Security:</u></p> <p>Monthly meetings are ongoing.</p> <p>Unauthorised encampment on Drake House – police were involved and it was moved off.</p> <p><u>Supported and Connected Business Community:</u></p> <p>HS thanked FJ for hosting the welcome party to their new premises.</p> <p>Race to Zero grant funding has been successful and a lot of businesses have taken advantage of this.</p> <p>47 delegates have been trained so far with a cost saving of £11k.</p> <p>Mental Health workshops have been taking place over the course of the year.</p> <p>LB asked if there was a way to shine a light on anything for Movember or any other fundraising.</p> <p>HS would like to look at flu jabs for the Business Park.</p> <p>LB contacted SL regarding heart screening. The cost is around £7k for 100 people below age 35. CM raised the issue of purchasing the machine and hiring someone to utilise it and whether this is possible?</p> <p><u>Greener and Cleaner:</u></p> <p>Barclays building is still earmarked for residential use.</p> <p>Security Hut has had to undergo some updates for H&S reasons.</p> <p>HS has received an email from Jane Black. CWAC are putting down new grass seeds. On the last occasion weeds were growing instead. HS will keep an eye on the entrance over the coming weeks and months.</p> <p>The land by the underpass was dug up and was not rectified. HS has put in a complaint as the underpass is full of leaves and water.</p>	<p><u>ACTION:</u> HS to look in to flu jabs for Gadbrook Park staff.</p> <p><u>ACTION:</u> SL to look at the cost for purchasing an ECG machine and hiring someone to conduct it.</p>

	<p>The grass outside WR Partners has now been cut and is on the maintenance schedule going forward now.</p> <p>Dalby Court – businesses are not happy with the standard of maintenance at Dalby Court. GW - businesses need to put in a complaint individually. CWAC have been out twice during the year to cut the grass – the maintenance conducted is of a poor standard. JH had a meeting with Property the day before regarding the issues. If there is an issue it needs to go via the council’s internal processes. GK - There are options for the BID to work with CWAC in terms of grounds maintenance.</p> <p>HS - there are also issues with the lighting at night at the Business Centre. HS continues to push the lighting issue with Property and is awaiting a resolution.</p> <p>MR remembers the BID put some funding for lighting in the past 10 years. SL will check past minutes regarding the lighting costs the BID paid for.</p> <p>MR – is number plate recognition still working – yes it is.</p>	<p>ACTION: SL to go back through the minutes to try and identify when funding was provided for lights.</p>
<p>AOB & Date of next meeting</p>	<p><u>AOB</u></p> <p>Trailers are parking on Gadbrook Park overnight. HS has spoken to the company involved. GK – can get double yellows put down if all businesses are in agreement. There is a lack of manpower in terms of enforcement. MR – asked if pressure can be put on Morrisons – CWAC have spoken to Morrisons and they were not interested. CM – is there an argument it is dangerous for children? GK – a traffic regulation order is the way forward. Same Day had reported defecation down the side of their path by the lorry drivers.</p> <p>LB would like to know if there was any interest in a clothes bank in terms of recycling. FJ – have looked before and would need communal property. This needs to be sited carefully as there are sometimes issues with them being set on fire. Logical location would be the business centre or the Venue.</p> <p>Possible development over the railway line. Some concern by CWAC regarding the height of the buildings. Is there an opportunity for truck parking that is communal? It was previously stated it would only be truck parking for lorries going to those warehouses.</p> <p>CM thanked all for attending and closed the meeting.</p>	<p>ACTION: GK and HS to look into a traffic regulation order – contact Highways regarding a TRO.</p> <p>ACTION: HS to speak with GW regarding the lorry pull in near Lostock.</p> <p>ACTION: HS to speak with Olwyn regarding a clothes bank at the Venue.</p>

Date and time of next Executive meeting: 4th February 2026 – 12:00pm at WR Partners