



Minutes

Gadbrook Park Executive BID Meeting

Meeting: Gadbrook Park Executive Board
Date: Wednesday 6th August 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	Jane Hough (JH)	Groundwork CLM
		Stephanie Leese (SL)	Groundwork CLM

Apologies:

Julie Senior (JS) - Npors
 Dave Brooks (DB) – Turnkey
 Louise Blackham (LB) – RMG
 Tom Henderson (TH) – Weaver Vale Housing Trust
 Mike Bracegirdle (MB) - Butcher Barlow

		Actions
Welcome Apologies Approval of Minutes	<p>CM welcomed everyone to the meeting and to MIS.</p> <p>Apologies were received from JS, DB, TH and LB.</p> <p>Conflicts of interest: CM is now on the board of Weaver Vale Housing Trust.</p> <p>HS – Olwyn Dean is no longer a Rudheath Parish Councillor and is a CWAC councillor but would like to attend meetings. The Board will invite Olwyn as and when required on the agenda.</p> <p><u>Actions:</u></p> <p>GW to find out the standards of getting the road adopted – GW has raised this with Tim Dodd with feedback – GW has not heard anything despite chasing. GW has escalated internally. FJ – can Tree Muskateers take on the areas of the park that are not currently being looked after (Willan and by the Security Hut)? JH – would advise to get costs off Tree Muskateers to include these sections. HS – will also ask Tree Muskateers to quote for a yearly cost to maintain the Business Centre better. DB has passed on a complaint regarding the lack of maintenance regarding Dalby Court (grass not been cut properly, neither have hedges or bushes).</p>	<p>ACTION: HS to ask Tree Muskateers to quote to maintain land by the security hut and also outside the Hub. HS to ask for a quote for Tree Muskateers for a yearly cost to maintain the Business Centre.</p>

	<p>FJ – the area at the entrance is still looking a mess. What is the solution to this? HS – Fifield Glyn have got a cost to fix this area and were wanting to get the cost back off CWAC. This did not go ahead. HS will speak with CWAC to understand if they have finished the restoration works now and if this is the final standard they are providing. If it is, HS will look to get costs to have this restored professional and will take this to the next board meeting.</p> <p>JH will raise with AG regarding the changing of the colour of the budget remaining cells and also the cost analysis regarding OneTek.</p> <p>HS will send out an email to the businesses to inform them of what is happening with the Barclays Building.</p> <p>JH will do an analysis on the impact of the loss of BID levy from Octagon House.</p> <p>The Minutes from the previous meeting were approved as a true and accurate record.</p>	<p>ACTION – GW to get a breakdown of Service Charge costs and what the money was spent on over the year.</p> <p>ACTION – JH to speak to Nathan Pardoe regarding Simon Riley and the standard CWAC are providing via the Property Team.</p> <p>ACTION – JH to speak to AG regarding 2x outstanding actions</p> <p>ACTION – HS to send out email to businesses regarding the Barclays building.</p>
Finances	<p>Projected income is £269,172. £125k has been received to date. JH will request a debtors ledger from Cheshire West regarding income not collected. Surplus projected of £5k from the last financial year but this came in at £11,785. Bank interest is £170.</p> <p>Committed expenditure is £213k vs projected income of £269k. When the budget for BID 4 was developed the national minimum wage was not taken in to account. Since 2021 this has gone up by 30%. BID will not make any significant investments until the second batch of income has come in.</p> <p>JH – even if the schools do not pay Business Rates, they are still liable for a BID levy as there are no exemptions.</p> <p>There were no questions on the accounts.</p>	
Project Update Report	<p>HS went through the BID Manager's report.</p> <p>Security:</p> <p>There have been no break-ins since January. There have been 9 reported crimes in the area since January.</p> <p>Phase 1 of the CCTV upgrade has been completed.</p> <p>FJ – the double yellows need re-painting.</p>	<p>ACTION: HS to speak to highways regarding getting the double yellow lines re-painted.</p>

	<p>CM – when taking on Century House cars won't be able to use this as an overflow car park. HS will email the businesses to let them know if this goes ahead.</p> <p><u>Supported and Connected Business Community:</u></p> <p>HS has distributed the annual report to all businesses. Mental Health online sessions are continuing and HS has distributed information on SBS grants.</p> <p><u>Greener and Cleaner:</u></p> <p>The security hut is receiving regular maintenance. HS has arranged for an audit survey regarding energy efficiency. The feedback was the roof was too small for a solar panel.</p> <p>Entrance strip of grass is still looking a mess. Need to establish if this work has now been completed. If it is completed to council standard, the BID will discuss the next steps at the next board meeting.</p> <p>Biodiversity scheme has been well received by the Gadbrook Park businesses. Awaiting permission from CWAC Property for Willows Vets, Turnkey and HMD. SL will ask tenants to email saying if there are no objections to the scheme by the end of next week, the project will be proceeding.</p> <p>HS has had emails regarding overgrown trees at Scottish Power – this was sorted out within 24 hours.</p> <p>There have been complaints regarding the standard of maintenance provided by the Property Department around Dalby Court as the grass, hedges and bushes have not been cut well and the area still looks overgrown.</p>	<p>ACTION: HS to email businesses regarding Century House and parking if MIS move in.</p> <p>ACTION: HS to speak to Karen regarding funding for the security hut.</p> <p>ACTION: HS to take photos of the entrance to send to Jane Black and Nathan Pardoe to find out where we are up to in terms of getting the job completed and to understand if the entrance works are now deemed as finished and if this is back in Highways control. If so, HS to get costs to have this professionally restored.</p>
<p>AOB & Date of next meeting</p>	<p><u>AOB</u></p> <p>Devolution – this will go to the members department to vote. CWAC, Warrington and Cheshire East will vote. Each council will still operate independently. Devolution will be a pot of money that will help grow the economy and provides a voice in the combined authority world.</p> <p>Local government have put the mayoral vote back to coincide with other votes.</p>	

	<p>GW - UK Shared Prosperity fund and start up grants and support. Also innovation support with Manchester Met University.</p> <p>Free sessions available via Digital Cheshire free Marketing, Social Media and AI sessions which are all free.</p> <p>£10mil skills Bootcamps – national training for businesses to say there is a particular skills need in an area – needing a certain number of people trained. A provider is then set up – this is based on demand. These are part-time courses and will upskill in a particular aspect. SMEs and Large Businesses get it at an affordable rate. Catalogue of sessions already available.</p> <p>CLlr Lynn Gibbons – has recently joined the Cheshire Fire Rescue Service – responsibility of commercial. What communication is there with businesses? Fire Service are happy to work with businesses and come and visit to check that all the right things are in place. Could do a BID session with the Fire Service for businesses to attend regarding fire safety?</p> <p>CM thanked all for attending and closed the meeting.</p>	<p>ACTION: SL will speak with Lynn Gibbons regarding putting on a session for businesses to attend.</p>
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Date and time of next Executive meeting: 5th November.