

Minutes

Gadbrook Park BID Group Meeting

Meeting: Gadbrook Park BID Group
Date: 21st July 2015
Time: 13.00-14.00
Location: Little Treats Co., Roberts Bakery, Gadbrook Park

Present:

Name	Company	Name	Company
Mike Roberts	Roberts Bakery	Angi Partington	Lineartec
Chris McLaughlin	MIS	John Packer	Ichron
John Dawson	The Hut	Joyce Johnson	WVHT
Stephen Grayson	Howard Worth	Graham Bowcock	Berrys
Stephen Hall	HMD	Thomas Green	Care Connect
Jacqueline Wilson	CWAC	Craig Hewitt	SCI Recruitment
Jane Hough	Groundwork	Kris Clowes	Cheshire Fire & Rescue
Martin Humphreys	Groundwork		

Agenda Item	Minutes	Actions
Welcome and Introductions	Mike Roberts welcomed all the businesses to the Gadbrook Park BID Group meeting. Apologies were received from Jo Mitton (Barclays), Paul Baker (Caffe Arabica), Mike Bracegirdle (Butcher Barlow), Chris Rowbottom (WVHT) and Kevin Williams (Close Brothers).	
Presentation by Cheshire Fire and Rescue Service	Kris Clowes of Cheshire Fire and Rescue Service gave a presentation on the benefits of sprinkler systems to businesses and the legal requirements of fire risk assessments. JH asked the meeting members if they would like fire risk assessment and fire warden training if they were available to which the answer was yes.	JH to look at viability of providing fire risk assessment and fire warden training courses to the park.
Business Park Managers Report	MH ran through the Business Park Manager's report, below, and commented on all the activities which had occurred on the business park over the last month.	MH to check when repair to be carried out to dip in road outside Roberts bakery.
Project Update	<p>CCTV & ANPR – JH presented the CCTV and ANPR project for Gadbrook Park which has been approved by the board. The capital investment for the park with the installation of the five CCTV and one ANPR cameras would make the area even more secure. Three quotes for the system had been provided with the chosen system being the most cost effective yet providing the best coverage. Due to the fact that the cost of the system was over £25000, the agreement of the group was required.</p> <p>MR held a vote and the motion for the CCTV and ANPR system was passed by the Business Group.</p> <p>Transport and Traffic Movement Survey – JH spoke about the transport survey on the Park which had 328 responses, which was tremendous. The results of the traffic survey were also disclosed to the group. Results of the survey will be shared with Cheshire West and Chester and will be used for a</p>	

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Gadbrook Park BID

	<p>scoping exercise to see what projects can be supported to deliver sustainable transport.</p> <p>Constitution – JH made reference to the changes in the Gadbrook Park Constitution. The main changes were the change of name from BID2 to BID and the change in numbers for the board from seven to nine and in order to be quorate from three to five. The number of members from the group to be quorate at a group meeting was seven. This was agreed by the group members.</p>	<p>JH to amend the wording of the Gadbrook Park Constitution.</p>
<p>Questions/Comments from the Businesses</p>	<p>Parking – The issue of parking was raised by AP of Lineartec due to the fact that they have had three deliveries refused due to the fact that the delivery lorry could not get down the road. MH said that the yellow lines were an on-going discussion with CWAC. MR stated that Roberts Bakery had some cones and centres which could be placed on the corners of the road to allow lorries to get past. SH said that he would be happy to replace the cones if they were moved until a solution is found in order to make access easier. The possibility of signs stating that lorries/fire engines may need access may deter some people from parking on the corners.</p> <p>JJ of WVHT also mentioned that there had been some parking issues around Brunel Court however these had improved after a polite notice had been placed on the windscreen.</p> <p>Broadband – The topic of broadband was raised and it was stated that this is a priority for the MP for Eddisbury, it may be worth drafting a letter for any companies on the park to sign if they feel that the current broadband supply is inadequate.</p> <p>Lighting – JJ of WVHT said that parts of the car park at Brunel Court during the winter months would be dark as there were no lights there. It is uncertain as to whether this is the responsibility of the tenant or the landlord. Said it was worth checking the lease agreement to see who is responsible for the lighting columns</p> <p>Security – JJ of WVHT said that people sometimes go into the offices early in the morning, if the alarm goes off Alpha Omega are called, however the security hut is unmanned by guards after 7.00am in the morning so there is no one to attend.</p>	<p>MH, MR and JD to walk around the business centre in order to assess the current situation in relation to parking and how to improve in the short term.</p> <p>MH to find out information to assist if necessary.</p> <p>JH & MH to review going forward through the security contract</p>
<p>Any Other Business</p>	<p>No points were raised under any other business and the meeting was closed by MR.</p>	

Date and location of next meetings:

Gadbrook Park Executive Board Meeting – Wednesday 23rd September 2015, 12.00pm at Butcher & Barlow

Gadbrook Park BID Group Meeting - TBC

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Business Park Managers Report

21/07/2015

Traffic Survey carried out on 15th July between 6.00am and 9.30am and between 4.00pm and 6.00pm.

Discussions with Highways in relation to remedial work on the dip outside Roberts Bakery – scheduled to be carried out on the weekend of the 18th July.

Met with Highways and Mike Roberts in relation to a Zebra Crossing outside Roberts Bakery – it was stated that this could only feasibly be looked at if there were at least 100 people per hour using the crossing.

During meeting discussed the lighting sequence and disused railway line – would come under the remit of another department within Highways which I will now contact.

Yellow Line work on the business centre has now been reinstated and appears to be ongoing however the department currently has a backlog of work on due to being short on staff.

Parking continues to be an issue on the Business Centre with the Langdale House Car Park being under-utilised or on many occasions unused.

Currently carrying out image audits on the Business Centre and liaising with Cheshire West and Chester to have the work carried out in the near future.

Currently in the process of getting the light on the business centre roundabout connected. This has been delayed due to access to the substation.

Contractor found to clean the wall and the sign on the Business Centre roundabout – sorting out dates for this to be carried out.

Mid Cheshire BID's breakfast meeting held on the Business Centre – attended by Phillip Cox and Chief Inspector Simon Meegan – well attended with about 24 present.

CCTV and ANPR system for Gadbrook Park has now been approved by the Executive Board.

Terms have apparently been agreed on some of the properties on the Business Centre – not much information currently but will update when I have more.

Reunited employee on the Business Park with lost debit card.

Assisting one business on the Business Park with information on electrical testing and Fire safety compliance.

Reviewed the website and made some updates to the site.

Continuing to meet businesses on the Business Park.

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