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Minutes Gadbrook Park Executive BID Meeting

Meeting: Gadbrook Park Executive BID
Date: 21st July 2015
Time: 11:30pm – 12:30pm
Location: Little Treats Co, Gadbrook Way, Gadbrook Park

Name	Company	Name	Company
Mike Roberts (Chair)	Roberts Bakery	John Dawson	The Hut Group
Chris Rowbottom	WVHT	Jacqueline Wilson	CWAC
Chris McLoughlin	MIS	Jane Hough	Groundwork
Stephen Hall	HMD	Martin Humphreys	Groundwork
Stephen Grayson	Howard Worth		

		Actions
Approval of minutes from last meeting and actions	Apologies were received from Jo Mitton, Paul Baker, Mike Bracegirdle and Greville Kelly. Approval of the minutes from the last meeting were received. Mike Roberts welcomed all to the meeting.	
Budget/Claim 2013/2014	JH provided year to date figure for the BID budget and discussed these. SG said that the figures were showing a surplus due to the CCTV project being delayed and were healthy. SG asked that copies of the invoices for training courses be provided to him.	JH to provide SG with copies of the training invoices
Business Park Managers Report	Business Park Managers Report attached. MH reported on what been happening since the last board meeting. The remedial work on the road outside Roberts Bakery had not been carried out on the stated date. JD said that there were other dips in the road. The subject of the Business Centre was brought up in terms of image enhancement and parking issues. MH carried out traffic survey (discussed later in the agenda) and meeting with highways with MR. Gadbrook Road lends itself to a zebra crossing but highways have stated that a minimum of 100 persons per hour would need to cross. SH stated push button crossing would be better than zebra crossing. Reinstatement of kerbs further down the road may encourage people to walk further up to cross. Broadband speed was discussed, MH not drafted letter to MP yet as meeting held with Antoinette Sandbach MP for Winsford who is keen to champion broadband subject. Businesses are encouraged to download RootMetrics software to see download speeds. May be worth drafting letter regarding broadband speed for businesses to sign.	MH to get date for when the remedial work will be done and check road. MH to carry out image audit on the Business Centre. MH to discuss with highways to see if kerb reinstatement is feasible. Gadbrook Park bulletin to promote download of RootMetrics software.
Projects Update	CCTV – Following approval from the board to progress with the CCTV system JH stated a hold up due to the lighting columns on the Business Centre require upgrading and the potential increase in cost	

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	<p>due to other factors. JD asked is it still worth installing the system. It was also asked as to whether or not the installation could be done in two phases so as not to delay it any further. It was decided that it would be prudent to see what, (if any), additional cost may be incurred if there was changes to the project and if Gadbrook Park was completed in two separate phases. It was decided that if the cost was not prohibitive to press on as soon as possible.</p> <p>Mid Cheshire BID's breakfast event – Feedback from the Mid Cheshire BID breakfast event was provided by the board. MR stated that following discussions it appears that the LEP are keen to get the three areas “joined” up, that is Cheshire West and Chester, Cheshire East and Warrington. It is felt that this would be a benefit and if we could steer towards this it would work much better. While Cheshire is seen as a wealthy area there are still pockets of deprivation and it would be unfortunate to miss out if the possibilities of investment are there. Another factor is the fact that the final route for HS2 has not been decided and a united agreement in terms of investment would enable the area's to make the most of the opportunity.</p> <p>Transport Survey and Traffic Movement Survey – JH stated that there had been 328 responses to the Gadbrook Park traffic Survey, this is a tremendous response. Shift patterns were as expected as was the mode of transport, (94.2% in cars). MH carried out a Traffic Movement Survey which showed that during two set times nearly 4500 cars arrived and exited the Park on a single day.</p> <p>SH said that more people may cycle if there were facilities to shower and this was demonstrated by the survey, possibility of gym on the park was brought up – may encourage people to cycle in. JD suggested that if there was a shop on the park it may support less traffic at lunch time, however this may be detrimental to the park through litter and increased traffic in the evenings and weekends. MR suggested that a retailer could provide a pick up point for people who have placed orders online.</p> <p>Albeit that it has been tried before would there be value in looking at busses again. Pick up points and stations would need to be established. MR commented that one of the best solutions may be the possibility of a station at Gadbrook Park allowing quick access to Crewe and a number of other points, such as Middlewich and Sandbach.</p>	<p>JH & Onetek to set up meeting with CWAC, Post & Column and BAM Nuttall to look into posts.</p> <p>MH to share traffic survey data with highways department.</p> <p>JH & MH to review quick, medium and long term projects to support the Business Park on sustainable transport</p> <p>MH to arrange meeting with Arriva busses to look at potential routes or viability.</p>
<p>Any Other Business</p>	<p>JH stated that following a discussion with MR two slight amendments had been made to the Gadbrook Park BID Constitution in that the number of board members has been increased from seven to nine and the number to be quorate increased from three to five. In terms of the BID group the number to be quorate is seven from all the businesses. BID2 will now be referred to as BID in the Constitution with the relevant dates.</p>	

Date and location of next meeting:

Executive Board Meeting

Wednesday 23rd September, 12.00am – 2.00pm at Butcher & Barlow, Gadbrook Park



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.