

OSWESTRY BID - Minutes

Thursday 28th May 2022, at 4pm

Location: The Fort, Artillery Business Park

	Present	ACTIONS
	<p>Ian Follington (IF), Chair Lee Lucks (LL), Oswestry Borderland Tourism Duncan Tipton (DT), Wilko Patrick Evans (PE), Evans Enterprises Stuart Phillips (SP), Celt Rowland Kevin Griffiths (KG), Griffiths Tool Hire Matt Potts (MP), Shropshire Council Adele Nightingale (AN) - BID Manager Lindsey Pierce (LP) – BID Assistant Manager John Waine (JW2) – BID Admin</p>	
1.	<p>Welcomes and Apologies:</p> <p>IF welcomed members to the meeting.</p> <p>Apologies from James Woodward (JW), Cold Move, Tim Morris (TM), Booka Bookshop, Tania McGee (TMc), Lanyon Bowdler, Graeme Kirkham (GK), Knock and Snitch, Mark Derham (MD), Bridge Coffee, Samantha Cleal (SC2), Niche Patisserie</p>	
2.	<p>Minutes of Last meeting and Actions arising:</p> <p>Minutes of last meeting approved.</p> <p>Any actions arising to be dealt with during the meeting.</p>	
3.	<p>Conflicts of Interest.</p> <p>PE noted a conflict in respect of CCTV for Artillery Business.</p> <p>IF confirmed that in should be noted in the minutes.</p>	
4.	<p>Governance</p> <p>AN confirmed document to register KG as a Director had been sent and received by Company House.</p>	
5.	<p>Finance</p> <p>I. Cash in Bank</p> <p>Cash in the Bank 25th May 2022 - £355,387.61</p>	

II. Levy Collection Year to date

	Liability (£)	Receipts (£)	Credits (£)	Balance O/S	% Collected
2018/2019	250,929.76	253,635.07	3,832.70	1,127.39	99.55
2019/2020	263,010.06	262,377.40	1553.38	2,186.04	99.16
2020/2021	277,050.92	273,653.80	2499.81	5,896.93	97.87
2021/2022	277,156.89	274,822.41	4021.96	6,356.44	97.70
2022/2023	277,284.52	235,138.89	18428.91	60,574.54	78.15
TOTALS	1,345,432.15	1,299,627.57	30,336.76	76,141.34	94.34

6. BID OFFICE REPORT**(i) Future Oswestry Group (FOG)**

First Taxi meeting taking place on 24th May to review the SC wheelchair access policy and the impact on the local taxi service and Oswestry.

FOG preparing a list of potential projects drawn from the Master Plan in order to pursue upcoming funding opportunities.

(ii) Heritage Action Zone (HAZ)

Alleyway Project well underway and aiming for completion in June 2022. Shopfront Scheme for this financial year already fully allocated. However, still some funding available for upper storey re-purposing and the new 'maintenance grant'.

(iii) RAIL

Stantec have been awarded the contract to develop a business case for reconnecting a rail service between Oswestry-RJAH Hospital-Gobowen. Press release issued on 20th May.

Business case is to be submitted to seek required funding from Government Reverse Beeching Fund.

(iv) MORRISONS ISLAND

Plants going in.

(v) TOWN CENTRE DIRECTORY

Hard copy of the newly created Town Centre Business Directory going out this week in Oswestry Life, we will distribute around town and will share electronically. A press release is to go out as soon as possible.

(vi) WAYFINDING

Signage in place on industrial estates, will request feedback from businesses. Potentially need another 4 – 6 signs to complete coverage.

Waiting on pole for signage for Artillery Business - should have been put in Monday.

(vii) EVENTS

Beach all organised and set, and currently promoting the event.

	<p>Balloon Carnival, infrastructure pretty much sorted. Stalls and entertainment booked, secured some additional sponsorship so considering a BMX display team to compliment other entertainment.</p> <p>(viii) VEHICLE TRACKING SYSTEM INDUSTRIAL ESTATE</p> <p>This is now live and we are just waiting for first lot of reports to agree the reporting format and frequency.</p> <p>(ix) TRAINING</p> <p>Next courses are First Aid and Social Media in June and then Makaton Training in July. Still some spaces on the Social Media course. Poor attendance on our Defib course last week, and due to this, we will be notifying people that don't cancel in within 48hrs that there will be a charge.</p> <p>(x) PUBWATCH</p> <p>Last meeting was 24th May 2022, main area of concern still seems to be drink spiking. We have provided some anti-spiking tops etc, however you cannot force the customer to use them, so just trying to ensure we're doing everything we can to help the situation.</p> <p>(xi) JUBILEE TRAIL</p> <p>It's been very difficult trying to get confirmation from the pubs that they want to be involved in this. We've had a good few, but this isn't really enough to run the idea of the 'monopoly board' and the struggle to get response, has left limited time to complete all the information and designs required.</p> <p>Discussed at Pubwatch and agreed that we will put something together for those that want to be involved in September now.</p> <p>(xii) SHOPWATCH</p> <p>Last meeting on 10th May 2022 with only 2 businesses in attendance. Despite businesses view that the DISC system would be good and useful for them, they don't seem to want to attend meetings. LP having a walk around with PC Karl Bryant 14th June to see what we can do with meetings/timings etc.</p> <p>(xiii) MARKETING</p> <p>Progressing with Hunter Bevan and working through what's needed in terms of generating material for distribution via social media.</p> <p>(xiv) NIGHTBUS FIGURES</p> <p>120 passengers in total for the month of April, with fares amounting to £456. Still continuing to push and looking at additional advertising</p>	
7.	<p>Extension of the CCTV System to Artillery Business Park.</p> <p>AN confirmed that BID have previously extended the CCTV onto the Industrial Estate, filled any gaps around the Town Centre and installed additional infrastructure in the CCTV room at the Police Station.</p> <p>BID had wanted to include Artillery Business Park but couldn't as Garrison Avenue was still classed as a private road at the time.</p> <p>Garrison Avenue has now been adopted and we can therefore now proceed. ORP (contractors) have been out to consider the best placement for the cameras. Two potential points have been identified at a cost of £6,500 plus VAT.</p>	

	<p>At this is outside of Oswestry Town Council area, they would ask for a £500 per annum fee as they have with other places on the outskirts of their area. This would be for the lifetime of the BID and have requested that PE as owner of the Artillery Business Park would than cover this cost. PE agreed to cover costs once the lifetime of the BID is over and AN would ask whether the local Parish Council would assist with this too (as is the case in other areas).</p> <p>Proposal: AN to confirm that the two cameras would adequately cover all the Levy Payers in the immediate area before going ahead with camera placement. Vote: Agreed</p>	
8.	<p>Vehicle Activated Signs (VAS)</p> <p>AN confirmed since the yellow lines have been in place on the industrial estate and whilst this has greatly improved access, there has been an increase in speeding Maes-y-Clawdd and Mile Oak.</p> <p>AN met with SC to discuss installing VAS to moderate speeding. Two potential poles have been identified in both areas as being suitable for mounting VAS. SC will need to survey them.</p> <p>These are £2,500 each so a total of £10,000</p> <p>Proposal: Install a total of 4 Vehicle Activated Signs on Mile Oak and Mas-y-Clawdd Vote: Agreed</p>	
9.	<p>Church Street</p> <p>AN confirmed that the BID has previously agreed to commit £60,000 to the project. The project scope has increased to include changing the road infrastructure and extending out the footpaths.</p> <p>Estimate is now looking around £80,000 for the work and the design work on top and therefore £95,000 to £100,000. There will also be some repair work needed to the pavements. BID would look to SC to cover this cost as part of normal maintenance activities.</p> <p>Proposal: BID to underwrite the project to cost up to £100,000 Vote: Agreed</p>	
10.	<p>Sports Direct Alley</p> <p>AN advised that improvements have been funded to other town centre alleyways by HSHAZ, however “Sports Direct” alleyway does not have any heritage value and therefore could not be included.</p> <p>AN has been looking into ownership of the alleyway. At present there is a little confusion as to whether its Poundland or SC, and AN is continuing to investigate this and start getting ideas and designs together.</p> <p>Proposal: Scope out the project up to a cost of £5,000 for designs and plans Vote: Agreed</p>	
11.	<p>Discuss Ideas List</p> <p>AN confirmed that we have kept ideas list as a team since the beginning, and we have updated this to consider for the BID 2nd Term Business Plan.</p>	

	<p>The main ideas to consider are:</p> <ul style="list-style-type: none"> - Crime Reduction - looking for funding to help reduce problems in the Town Centre with shoplifting and antisocial behaviour - Public Realm – looking to attract money to improve the industrial estate public areas as well as the town centre. Any improvements also need to consider accessibility. - Wayfinding – declutter and enhance wayfinding for the Town Centre - Oswestry Workforce – looking to grow and train the local workforce, to help businesses with problems filling vacancies to support growth. - Energy Management – what problems are in the area, what can be done to reduce the carbon footprint and costs etc. 	
12.	<p>BID 2nd Term Campaign</p> <p>AN confirmed that the first draft of the Business Plan has been completed and amendments returned to Hunter Bevan.</p> <p>Draft to be signed off by the Board on the 28th June and it will be going to Cabinet at SC on 12th July for information.</p>	
13.	<p>AOB and Next Meeting</p> <p>TUESDAY, 28th June 2022</p> <p>TIME – 4pm</p> <p>VENUE – TBC</p> <p>TUESDAY, 26th July 2022</p> <p>TIME – 4pm</p> <p>VENUE – TBC</p>	