

OSWESTRY BID - Minutes

Tuesday 10th January 2023, 4.00pm

Location: Hadleigh Works, The Memorial Hall

	<p>Present</p> <p>Tania McGee (TMc), Lanyon Bowdler – Deputy Chair Patrick Evans (PE), Evans Enterprises Lee Lucks (LL), Oswestry Borderland Tourism Stuart Phillips (SP), Celt Rowland Graeme Kirkham (GK), Knock and Snitch Duncan Tipton (DT), Wilko Samantha Cleal (SC2), Niche Patisserie Kevin Griffiths (KG), Griffiths Tool Hire Emma Chapman (EC), Shropshire Council Adele Nightingale (AN) - BID Manager Lindsey Pierce (LP) – BID Assistant Manager John Waine (JW) – BID Admin</p>	<p>ACTIONS</p>
<p>1.</p>	<p>Welcomes and Apologies:</p> <p>TMc welcomed members to the meeting.</p> <p>Apologies from Ian Follington (IF), Tim Morris (TM) and Mark Derham (MD)</p>	
<p>2.</p>	<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>	
<p>3.</p>	<p>Conflicts of Interest.</p> <p>LL confirmed that there was a conflict on her behalf during the OBT discussion, point 12 on the Agenda.</p>	
<p>4.</p>	<p>Governance</p> <p>AN confirmed again that the AGM will be held on 7th February 2023 and preparations were underway.</p>	
<p>5.</p>	<p>Potential New Director</p> <p>The Board had invited Carl Thomas of Furrows to come to the meeting and share his background, experience and interest in joining the BID Board.</p> <p>There then followed a discussion.</p> <p>Proposal: That Carl Thomas be invited to join the Board. Vote: Carried.</p>	
<p>6.</p>	<p>Finance</p> <p>I. Cash in Bank</p> <p>Cash in the Bank as at 06/01/2023 - £322,091.53</p>	

II. Levy Collection Year to date

	Liability (£)	Receipts (£)	Credits (£)	Balance O/S	% Collected
2018/2019	250,907.89	253,849.45	3,832.70	891.14	99.65
2019/2020	262,935.26	263,164.39	1553.38	1,324.25	99.49
2020/2021	277,043.13	274,156.15	2499.81	5,386.79	98
2021/2022	277,287.81	277,324.16	3946.49	3,910.14	98.6
2022/2023	277,838.07	286,228.48	19605.65	11,215.24	96.22
TOTALS	1,346,012.16	1,354,722.63	31,438.03	22,727.56	98.35

7. BID Office Report**Future Oswestry Group (FOG)**

AN confirmed that the next meeting was on Thursday 12th January 2023 and confirmed that they were still pushing on Church Street and Signage.

High Street Heritage Action Zone (HSHAZ)

The Alleyways projects were still not fully completed. There was some delays with the steelworks

Vehicle Tracking System – Industrial Estate

Credit note received from ORP and we are still chasing refund payment. Need to find an alternative source for software to track vehicle movement in industrial area.

CCTV

OTC waiting on the updated costs from ORP, they will then return to OTC Members to vote on including Artillery Business Park in the CCTV System.

Wayfinding

15 new banners now installed in the industrial area to expand and improve the signage already installed. A press release will be going out to update Levy Payers.

Oswestry Railway Reconnection

No update, still awaiting news on application for next stage of funding to reconnect rail link to Oswestry.

Training

Financial Acumen and Financial Planning course was taking place on 16th January 2023 and there is a further Emergency First Aid at work course in February.

Night Bus

Trial has now ended, and we will no longer be subsidising the night bus. As such the service will cease to operate. Figures picked up slightly in November to 182 passengers and 252 in December. Unfortunately these number still fell far short of what was needed in order for it to be viable service.

Christmas Video

Very successful with over 175,000 impressions, 45,000 reach and 34% engagement. It also added approximately 300 new One Oswestry page followers and tripled our website users during December, with 12,000 users.

<p>8.</p>	<p>Church Street</p> <p>(i) Street Layout</p> <p>AN presented the Board with updated images of Church Street and reaffirmed that this would be an interim (medium term) solution.</p> <p>AN was meeting with Environmental Associates and SC to discuss the matter further, as the aim was still to have the works completed by 31st March 2023, and was being tied in with SC planned road resurfacing.</p> <p>AN will update the Board once plans had been finalised as there was still some concerns over the layout.</p> <p>(ii) Parking Issues</p> <p>A BID levy payer has raised ongoing concerns with parking on Church Street. The main issues being that the loading bays are regularly used by Blue Badge holders. This is technically not allowed, however there is also no legal wording stopping it either. However, this is now affecting deliveries as companies are threatening to stop drop offs as they are unable to park.</p> <p>A press release was to be sent out to make people aware of the issue and the impact it is having on businesses and AN has forwarded the information to SC so that they are aware.</p>	
<p>9.</p>	<p>Budget Review</p> <p>AN and LP ran through the Budget for the next financial year, confirming that with all projects remaining as they were along with overheads, the BID levy would be fully spent each year.</p> <p>AN confirmed that there would be some carry over from this term. There will be approximately £80,000 remaining which can be used towards a small number of projects.</p>	
<p>10.</p>	<p>Pubwatch/Shopwatch</p> <p>(i) Pubwatch</p> <p>LP and AN discussed the ongoing issues with Pubwatch – lack of member attendance at meetings, the banning procedure not being followed by all members and lack of cooperation from members.</p> <p>Pubwatch can only be successful in areas where all members work together, and we are struggling with that in Oswestry at present.</p> <p>AN confirmed that we would set up a meeting with the Chair and Deputy Chair to discuss BID stepping away from Pubwatch.</p> <p>(ii) Shopwatch</p> <p>LP explained that despite numerous attempts we have not been able to get Shopwatch up and running in Oswestry - lack of participation. However there has been an increase in incidents and some of the major nationals have now made contact.</p> <p>Agreed that we would try and give it another push over the next few months.</p>	

	<p>(iii) Street Rangers</p> <p>AN confirmed that we were still looking at street rangers and the costs involved. We would also look to the PCC for funding.</p> <p>Proposal: That BID steps away from Pubwatch and give Shopwatch a 3-month trial Vote: Carried</p>	
11.	<p>Oswestry Balloon Carnival/Oswestry Community Games/Gigfest/Rickshaw/Love Oswestry</p> <p>(i) Oswestry Balloon Carnival</p> <p>AN confirmed that costs have increased this year for the Balloon Carnival and OTC and BID would be looking at both putting forward £20,000 each.</p> <p>Proposal: That BID supports Oswestry Balloon Carnival to the sum of £20,000 Vote: Carried</p> <p>(ii) Oswestry Community Games</p> <p>Proposal put forward to support the Oswestry Community Games has been received. This was a successful event last year.</p> <p>Proposal: That BID supports the Oswestry Community Games to the sum of £1,000 Vote: Carried</p> <p>(iii) Gigfest</p> <p>AN had a meeting with the organisers of Gigfest. They were looking at holding the event again this year and had discussed whether the BID could get involved in order to boost the event.</p> <p>AN would bring details to the February meeting.</p> <p>(iv) Rickshaw</p> <p>Shropshire Cycle Hub has presented a request for further funding of the Rickshaw. The BID had initially supported the Rickshaw in order to set the project up. They were now looking for further funding to support the project from April to September 2023.</p> <p>Proposal: That BID supports the Rickshaw in the sum of £4,000 Vote: No</p> <p>(v) Love Oswestry</p> <p>The Cultural Consortium are organising the Love Oswestry festival again this year and currently have a shortfall. AN confirmed that the BID were already arranging a trail on the LoyalFree app and providing assistance to organisers.</p> <p>Proposal: That BID supports the Love Oswestry festival in the sum of £2,500 Vote: No, however continue to provide assistance along with the LoyalFree Trail</p>	
12.	<p>Oswestry Borderland Tourism</p> <p>LL provided an update and annual review of the work carried out by OBT. Confirming that since receiving additional funding from BID –</p> <ul style="list-style-type: none"> - They have sent regular newsletter to visitors - Updated the Visit Oswestry website - Increased website traffic by 36% - Increased Facebook reach by 79% 	

	<p>- Employed a marketing manager 2 days a week</p> <p>LL confirmed that in order to continue their work they will need to look for external funding and would ask that the BID continue to make a financial contribution to complement the work being done to promote Oswestry.</p> <p>Proposal: That BID provide funding for Oswestry Borderland Tourism for a two-year period from 1st April 2023 to 31st March 2025.</p> <p>£15,000 for 2023/2024 with a review in line an increase in RPI.</p> <p>Vote: Unable to agree at this time, will review upon receipt of Church Street costs.</p>	
13.	<p>AGM</p> <p>LP confirmed that The Memorial Hall had been booked for the AGM on 7th February 2023.</p> <p>AGM will take place at 6pm with the Board meeting first at 4pm</p>	
14.	<p>AOB and Next Meeting</p> <p>BT Boxes</p> <p>AN advised that we have previously looked at painting the BT boxes around the Town Centre. It would cost around £350 a box to paint and AN would return to the Board once she has carried out further investigations into how many boxes there are and any permissions required.</p> <p><u>Next Meetings</u></p> <p>Tuesday, 7th February 2023 TIME – 4.00pm Board Meeting/6pm AGM VENUE – The Memorial Hall</p>	