

**Halton Chamber Enterprises Executive Board Meeting
10th December 2019
Board Room Municipal Buildings, Widnes**

Present

Ian Hayhoe (Chair)
David Halton (Halebank Operating Group Chair)
Jill Naylor (Astmoor Operating Group Chair)
Adrian Fillingham (Astmoor Operating Group Vice Chair)
Rachael Owen (Chamber CEO)
Joanne Taylor (BID Manager)

Apologies

Lee Brabin (Halebank Operating Group Vice Chair)

Agenda Point	Action Point
<p>Welcome and Introductions Everyone was welcomed.</p>	
<p>Apologies and Minutes of Last Meeting The minutes of the last meeting were agreed.</p>	
<p>Superfast Broadband Update Joanne updated the Board that after not getting anywhere with Alec Stephens from Vapour as Gavin's replacement, it was suggested and agreed that we would deal directly with ITS as the networking company.</p> <p>Joanne confirmed that she's had costings through from ITS and is awaiting clarification that the cost is £8,400.00 for the hardware with a total of £11,298.33 with maintenance. The cost to each customer is £1,680 (which is likely to be covered by the government grant) and based on 5 or more businesses taking up the offer, with a monthly cost of £140.00 per business. Joanne enquired with the Board if £140 is a reasonable figure and everyone agreed that it was.</p> <p>Joanne confirmed that she's having to chase Will at ITS and still awaiting a handout for businesses. However, Will has offered to either visit interested businesses, hold a walk-in clinic or attend an event to explain the offer in more detail.</p> <p>It was agreed that appointments with all interested businesses would work best and suggested that an article about the Superfast Broadband is added to a BID</p>	

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<p>Newsletter requesting businesses to contact us to arrange a meeting to discuss further. Action: Joanne to chase Will at ITS for the handout and include further information on the BID Newsletter.</p> <p>Rachael raised concerns about what will happen at the end of the BID in terms of the hardware being seen as an asset. It was agreed that the risk would be that it could be switched off and, therefore, any contracts must end when the BID ends.</p> <p>Action: Joanne to make enquiries with British BIDs about our options if the BID ends.</p>	<p>JT</p> <p>JT</p>
<p>Astmoor Chairs Report</p> <p>Jill Naylor presented the following update:-</p> <p>Safe and Secure Alarm activations have reduced after liaising with the Businesses who were having regular alarm activations.</p> <p>Image Enhancement There was an accumulation of fly tipping on Astmoor recently on Astmoor Road and also on Brindley and Chadwick which has been removed and Joanne is continuing to monitor the Estate for fly tipping and litter issues.</p> <p>Highwood Consultants had experienced problems with flooding resulting in closure of their factory caused by blocked guttering. There are trees on the land owned by the Council adjoining their unit which were causing the gutters to get blocked with leaves. Open Spaces at the Council were refusing to have the branches cut back, however, after Joanne suggested to Highwood that they inform the Council that should they not cut back the overhanging branches, Highwood will cut them back themselves, this work was subsequently carried out by the Council.</p> <p>Better Connected Occupancy has increased on Astmoor with Thistle K9, Douglas Trading UK Ltd, Bright Bricks Ltd, Empire Tapes Plc, City Life Services North West Ltd and PVC Recycling which is part of Rehau Group moving in. Joanne is continuing to meet with all new businesses.</p> <p>Engagement is still good on Astmoor with more businesses attending the 1stuesday events and interested to meet up. There was also several BID Businesses that attended the Halton Business Awards.</p> <p>Joanne has met with Laurence Parr as Peter Gray's replacement at Howdens and Laurence is keen to attend a 1stuesday and has also agreed to be on the Operating Group. Joanne has been in communication with Lee Egerton at Pin Properties who is also interested in being on the Operating Group.</p> <p>Training The BID received a lovely email from Sam from Samuel James Events thanking the BID for the First Aid and Fire Warden training after he had had to put what he learnt into practice when there was an engulfed in smoke car with and unconscious and</p>	

injured occupant. Sam got kudos for his efforts on the BID Newsletter in an article titled Astmoor Super Hero!

Regeneration

The final version of the Astmoor Regeneration Masterplan was received; however, it was rejected by Highways. Joanne highlighted concerns on behalf of some of the businesses on Arkwright who would be impacted by the one-way system. A traffic survey has been carried out on Astmoor Road to ensure that Astmoor Road has capacity to be narrowed. Joanne updated the group that Howdens are still concerned about the narrowing of Astmoor Road and have requested that the Council fund an additional entrance for them to alleviate any problem with access. Howden’s shift patterns have also been mentioned within the traffic survey report. The masterplan should hopefully be revised and completed before Christmas and will then be going to the Council Executive Board on 27th February.

Healthy Halton BID

The BID is looking to deliver a BID Company weight loss challenge with the offer of 4 personal trainer group sessions at the Figure Factory on Astmoor. The challenge will run from mid-January until the BID Annual Review and the winner of the competition will be revealed at the Annual Review in April.

Halebank Chairs Report

David Halton updated the group as follows:-

Safe and Secure

The transmission of the camera images are still causing a problem and despite Joanne constantly chasing TW Electrical about the router and becoming increasingly frustrated, the router has still not been installed. It was agreed in our Operating Meeting in June that a new router would be installed free of charge by TW Electrical in order to correct the problems we’ve been experiencing.

We’re reluctant to invest in adding new cameras to the system until the new router has been installed and the problem with the transmission of images is resolved.

We’ve had Keep Clear markings painted onto the road outside to alleviate the problem with vehicles parking outside and causing an obstruction.

Image Enhancement

After Joanne made a nuisance of herself with Open Spaces at the Council a replacement bin for the damaged bin on Pickering Road has now been replaced with a new bin and this is being put to use with plenty of rubbish being seen in it

There was more fly tipping outside PalPak and this was removed together with the removal of fly tipping on Foundry Lane as well as a litter pick on Foundry Lane. Joanne has been contacting fencing contractors to get quotes for fencing around PalPak’s skip as a precaution to resolve the problems experience with fly tipping near PalPak. The area of land owned by Stobarts at the bottom of Foundry Lane needs to be tidied up and cut back and Joanne has obtained a title plan to evidence

<p>that this land is within their ownership and also obtained a quote for the work. However, Joanne is still pursuing Stobarts about this although it does not appear to be a priority for them.</p> <p>Better Connected Engagement from BID Businesses on Halebank is definitely improving slowly with more BID Business entering the Halton Business Awards. The percentage of those reading the newsletter has continued to grow with 141 reading it in November.</p> <p>Silver Timber are due to move into Unit 1 in February next year as the move date was put back after a fire. Carol at Silver has offered out their meeting room for the BID when it is available once their refurbishment has been completed.</p> <p>Training Since the last meeting we have ran FLT Counterbalance refresher training, Forklift Truck Novice Counterbalance training and Excel level 3. We have also run another Emergency First Aid at Work and First Aid refresher and Powerpoint Level 2. Next year's training schedule has been prepared and we have started to market this training accordingly.</p>													
<p>Accounts Joanne talked through the printed sage loss and profit report and confirmed the figures received as follows:-</p> <p>Astmoor have received 84% of BID levy.</p> <table border="0"> <tr> <td>Total BID Levy</td> <td>£151,050.00</td> </tr> <tr> <td>Amount received</td> <td>£124,169.00</td> </tr> <tr> <td>Amount outstanding</td> <td>£26,871.10</td> </tr> </table> <p>Halebank have received 90% of BID levy</p> <table border="0"> <tr> <td>Total BID levy</td> <td>£65,225.00</td> </tr> <tr> <td>Amount received</td> <td>£57,053.50</td> </tr> <tr> <td>Amount outstanding</td> <td>£8, 171.50</td> </tr> </table>	Total BID Levy	£151,050.00	Amount received	£124,169.00	Amount outstanding	£26,871.10	Total BID levy	£65,225.00	Amount received	£57,053.50	Amount outstanding	£8, 171.50	
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<p>Security Tender Joanne went through the tender evaluation scoring and the tenders and scoring was discussed in preparation for the shortlisted business presentations that were to follow the meeting.</p>													
<p>AOB None.</p>													



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