

OSWESTRY BID - Minutes
 Tuesday, 18 May 2021, at 4pm
 Venue: Video Conference

	Present	ACTIONS																																				
	Ian Follington (IF) - Chair James Woodward (JW), Cold Move Lee Lucks (LL), Oswestry Borderland Tourism Tim Morris (TM), Booka Mark Derham, Bridge Coffee Tania McGee, Lanyon Bowdler Duncan Tipton, Wilko Matt Potts (MP), Shropshire Council Adele Nightingale (AN) - BID Manager John Wayne (JW2) – BID Admin																																					
1.	Welcomes and Apologies: IF welcomed members to the meeting. Apologies from Patrick Evans.																																					
2.	Minutes of Last meeting and Actions arising: Minutes of last meeting approved. Any actions arising to be dealt with during the meeting.																																					
3.	Conflicts of Interest. No conflicts of interest with Board members declared.																																					
4.	Governance No issues or actions this month.																																					
5.	Finance I. Levy Collection Year to date <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;"></th> <th style="width: 15%;">Liability (£)</th> <th style="width: 15%;">Receipts (£)</th> <th style="width: 15%;">Credits (£)</th> <th style="width: 15%;">Balance O/S</th> <th style="width: 15%;">% Collected</th> </tr> </thead> <tbody> <tr> <td>2018-2019</td> <td>252,352.04</td> <td>253,777.69</td> <td>3,832.70</td> <td>2,407.05</td> <td>99.05</td> </tr> <tr> <td>2019-2020</td> <td>263,894.68</td> <td>265,751.05</td> <td>5,447.37</td> <td>3,591.00</td> <td>98.64</td> </tr> <tr> <td>2020-2021</td> <td>278,668.79</td> <td>267,848.31</td> <td>7,986.73</td> <td>18,807.21</td> <td>93.25</td> </tr> <tr> <td>2021-2022</td> <td>279,010.91</td> <td>166,277.96</td> <td>13,511.61</td> <td>126,244.56</td> <td>54.75</td> </tr> <tr> <td>Totals</td> <td>1,073,926.42</td> <td>953,655.01</td> <td>30,778.41</td> <td>151,049.82</td> <td>85.93</td> </tr> </tbody> </table> II. Budget IF shared latest Budget figures and strategy with Board. Discussion around current and future projects. Detailed discussion on Budget and workshop. Action: AN to email Board about workshop and dates. III. Cash in Bank As of 14 May 2021, £358,272.		Liability (£)	Receipts (£)	Credits (£)	Balance O/S	% Collected	2018-2019	252,352.04	253,777.69	3,832.70	2,407.05	99.05	2019-2020	263,894.68	265,751.05	5,447.37	3,591.00	98.64	2020-2021	278,668.79	267,848.31	7,986.73	18,807.21	93.25	2021-2022	279,010.91	166,277.96	13,511.61	126,244.56	54.75	Totals	1,073,926.42	953,655.01	30,778.41	151,049.82	85.93	
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7.	<p>BID MANAGER’S REPORT</p> <p>I. Covid Business Grants Update</p> <p>AN updated on Covid Business Grants status, BID continuing to support businesses in applying for the Restart and Discretionary Grants and advocating for businesses with SC where any issues have come up. This work is now coming to a close as the Grants reach the end of their term.</p> <p>II. Economic Task Force</p> <p>AN updated on recent meeting with Economic Task Force and looking to move forward ideas for prospective funding for business support.</p> <p>III. Rail Link</p> <p>AN updated that Central Government are reviewing the latest submission for a funded feasibility study and we are expecting the outcome to be announced at the end of May, early June.</p> <p>IV. PubWatch meeting</p> <p>AN updated on the PubWatch meeting today, working with Police, Public Protection and Licensing, supporting our members with the guidance, any questions they have. Good feedback with respect to BID keeping members up to date with the on-going updates to guidance during these difficult times.</p> <p>V. ShopWatch</p> <p>AN updated that we will be promoting ShopWatch again once the retailers have had the opportunity to settle down as to Government’s ‘Roadmap’ rolls out.</p> <p>VI. Security Patrols</p> <p>AN updated that security patrols on the industrial estate are going well with more businesses requesting security warning signs. Any reports of criminal activity are passed on to the Police and relevant businesses. The initiative has been well received.</p> <p>VII. Oswestry Balloon Carnival</p> <p>AN updated on carnival planning and marketing. The Board discussed footfall, event security and funding. Plans are being developed on the expectation that restrictions will be lifted before the event. This situation is being monitored closely.</p>	
8.	<p>FOG, HSHAZ, Masterplan</p> <p>AN updated that following recent Local Council elections, new Council appointees to the Future Oswestry Group (FOG) group will soon be made.</p> <p>Also, the Oswestry Masterplan display is up at Oswestry Library asking for comments, questions, feedback, plus there are upcoming workshops for engagement and participation in the process which need to be registered for if you wish to attend. This is part of the consultation process to allow the Masterplan Vision to be completed to provide direction for projects.</p> <p>Workshops details:</p> <p>10 June 2021 - 6:30-8pm - Better Place to Live (public spaces, streets and investment)</p> <p>24 June 2021 - 6:30-8pm - Better Place for Business (opportunities, developments, linkages and connections)</p> <p>8 July 2021 - 6:30-8pm - Healthy Town (healthier and people friendly streets and junctions)</p> <p>To register your interest in any of the upcoming themed workshops email</p>	

	<p>futureoswetry@shropshire.gov.uk and a meeting invitation will be sent out to you.</p> <p>AN updated on the High Street Heritage Action Zone (HSHAZ) funding. Two re-purposing schemes have been approved and taken forward. Several shop front and more re-purposing projects are in process.</p> <p>AN updated on the HSHAZ Flagship Project to develop a multi-purpose facility for community and business support in a vacant town centre building(s). Currently working through a tender process to appoint a consultant to prepare a feasibility study for the project. A consultant has also been appointed for the Alleyways Condition Report and Improvement Study looking at to maximise the potential of town centre alleyways.</p>	
<p>9.</p>	<p>PROJECTS</p> <p>I. NEW PROJECTS FOR 2021</p> <p>a. Oswestry Lorry Park AN updated. Waiting on progress from key stakeholder parties.</p> <p>b. Proposed Wellness Event AN shared details of a proposed new event. Board discussed several aspects of the proposed event. Board didn't feel they could support the event in its current form and agreed that AN should relay the Boards comments back to event hosts.</p> <p>c. Oswestry Lighting AN updated on revised quote for additional lighting to be installed around the town centre. Board discussed key aspects of the project to bring most benefit to the Town Centre.</p> <p>Proposal: to support the core lighting installation as proposed. Vote: Agreed.</p> <p>d. Electronic Display Totems AN to re-arrange with TM to identify possible positioning for electronic display totems.</p> <p>e. Industrial Estates Business Directory, 'Oswestry - Find it, Buy it.' AN updated on business directory for Industrial Estates, work progressing on contacting relevant businesses to take part – Levy Payers and Voluntary members are free to be included, otherwise a fee to be in the directory. Initial response from contacted businesses has been positive.</p> <p>II. CORE PROJECTS</p> <p>a. Marketing AN/JW2 on website changes in process, adding live footfall data page. A test link has been sent through by Source (website developers) which we are working on to feedback to them.</p> <p>Update on 'Shout Out' campaign for industrial estate businesses which have been well received by audiences and businesses alike. Having covered hospitality already, the intention is now to move into the Town Centre to showcase independent retail Levy Payers.</p> <p>The next video is to be aimed at appealing to the "Day/Staycation" audience with filming being arranged.</p> <p>LL updated on Town Maps distribution across Shropshire hotels and Social Media campaign, both of which OBT/BID are working on together on to boost the "Day/Staycation" visitor economy.</p> <p>Discussion around shopping locally, local spend and benefits for local economy, plus local itineraries and trails.</p> <p>b. Footfall/WiFi Discussion on footfall stats, patterns, analysis, online economy, possible wifi network extension, tweaks to existing wifi network, and further promotion of wifi service.</p> <p>Action: Set up workshop for footfall briefing.</p> <p>c. Wayfinding</p>	<p>AN/JW</p>

	<p>AN updated on signage progress for the industrial area. We are still working with SC to get clarification on what signage we are permitted to erect in areas controlled by Highways England. This problem was no highlighted by our consultant previously. We are focused on finding ways forwards to install the necessary signage within the regulatory constraints.</p> <p>d. Traffic management AN updated Maes-y-Clawdd Traffic Regulation Order (TRO) process which is ongoing.</p> <p>Discussion on improvement of the Church Street ‘hog’ barriers and opportunities to improve and enhance the public amenity of this section of Church Street.</p> <p>e. CCTV/traffic monitoring</p> <p>Action: AN to forward the latest proposals to Board for comment.</p> <p>f. Training AN updated on new Manual Handling course - well subscribed with excellent feedback from participants.</p> <p>Positive interest for new training suggestion as Customer Service Excellence, so we’ll be looking to put that place. Maybe also a Social Media course for Small Businesses course in September too.</p>	AN
9.	<p>AOB</p> <ul style="list-style-type: none"> • Discussion on industrial estate’s CCTV network. • Discussion on new event suggestion with Street Circus. 	
10.	<p>Next Meeting</p> <p>TUESDAY, 29th June 2021, at 4pm</p>	