

**OSWESTRY BID - Minutes**  
Monday, 26 July 2021, at 4pm  
Venue: Video Conference

	<b>Present</b>  Ian Follington (IF) - Chair James Woodward (JW), Cold Move Lee Lucks (LL), Oswestry Borderland Tourism Tim Morris (TM), Booka Duncan Tipton (DT), Wilko Patrick Evans (PE), Evans Enterprises Sam Cleal (SC), Niche Patisserie Adele Nightingale (AN) - BID Manager John Waine (JW2) – BID Admin Lindsey Pierce (LP), BID Assistant Manager	<b>ACTIONS</b>																																				
1.	<b>Welcomes and Apologies:</b>  IF welcomed members to the meeting. Apologies from Tania McGee and Mark Derham																																					
2.	<b>Minutes of Last meeting and Actions arising:</b>  Minutes of last meeting approved. Any actions arising to be dealt with during the meeting.																																					
3.	<b>Conflicts of Interest.</b>  No conflicts of interest with Board members declared.																																					
4.	<b>Governance</b>  No issues or actions required this month.																																					
5.	<p><b>Finance</b></p> <p>Cash in the bank as at 23/07/21 – £516,659.98</p> <table border="1" data-bbox="319 1456 1308 1680"> <thead> <tr> <th></th> <th>Liability (£)</th> <th>Receipts (£)</th> <th>Credits (£)</th> <th>Balance O/S</th> <th>% 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>264,027.08</td> <td>265,646.29</td> <td>5,219.77</td> <td>3,600.56</td> <td>98.64</td> </tr> <tr> <td>2020-2021</td> <td>278,477.82</td> <td>265,518.35</td> <td>2,847.54</td> <td>15,807.01</td> <td>94.32</td> </tr> <tr> <td>2021-2022</td> <td>277,900.80</td> <td>262,010.36</td> <td>17,449.93</td> <td>33,340.37</td> <td>88.00</td> </tr> <tr> <td><b>Totals</b></td> <td><b>1,072,757.74</b></td> <td><b>1,046,952.69</b></td> <td><b>29,349.94</b></td> <td><b>55,154.99</b></td> <td><b>94.86</b></td> </tr> </tbody> </table> <p>IF updated on the latest Budget and Projects overview.</p>		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	264,027.08	265,646.29	5,219.77	3,600.56	98.64	2020-2021	278,477.82	265,518.35	2,847.54	15,807.01	94.32	2021-2022	277,900.80	262,010.36	17,449.93	33,340.37	88.00	<b>Totals</b>	<b>1,072,757.74</b>	<b>1,046,952.69</b>	<b>29,349.94</b>	<b>55,154.99</b>	<b>94.86</b>	
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6.	<p><b>BID MANAGER'S REPORT/AN</b></p> <p><b>I. Welcome Back Fund</b></p> <p>AN has completed the documentation, so awaiting Shropshire Council's response.</p>																																					

	<p><b>II. Rail Link</b></p> <p>AN - We're still waiting to hear from UK Government on the decision regards the latest submission for a funded feasibility study.</p> <p><b>III. PubWatch meeting</b></p> <p>AN - Pubwatch is going well – a new pub joining soon.</p> <p><b>IV. Bunting</b></p> <p>AN - Replacement bunting (at no cost to BID) has been ordered and when delivered will be installed quickly.</p> <p><b>V. Festoon Lighting</b></p> <p>AN – Looking to go ahead with this as the night draws in around September time.</p>	
7.	<p><b>FOG, HSHAZ and Masterplan</b></p> <p>IF updated on Oswestry Masterplan, which is about to enter a further public consultation phase with stalls in the town centre for community engagement.</p> <p>AN updated that the Shopfront and Residential scheme have been paused due to success of scheme and current funding limits. The Future Oswestry Group are in discussions about sourcing additional funds from Heritage England given the success of the scheme and demand in Oswestry.</p>	
8.	<p><b>PROJECTS</b></p> <p><b>I. NEW PROJECTS</b></p> <p><b>a. Oswestry Lorry Park</b> AN updated, discussions on-going with key stakeholder parties.</p> <p><b>b. Town Centre Sculptures</b> AN - Discussions with artists about refurbishing town sculptures. Griffin sculptures have been taken down and being repaired and renewed, looking to be re-installed in around 3 weeks. Discussion on timescales and funding administration.</p> <p><b>c. Morrison's Gateway</b> AN updated Board on meetings with Morrison's and initial ideas for the roundabout area. <b>Proposal:</b> To put together an open request for design ideas. <b>Vote: Carried.</b></p> <p><b>d. Industrial Estates Business Directory, 'Oswestry - Find it, Buy it.'</b> AN updated on business directory for Industrial Estates. Final design phase now. Very pleased with the business engagement. Looking forward to having a draft to share with Board at next meeting. Directory will be ready by end of September for distribution through October.</p> <p><b>e. Oswestry Town App</b> IF introduced the concept, updated Board on discussions on the project. OBT no longer wish to support the project. Board without OBT support that project overlaps too much with other active project areas so benefit to BID Levy Payers is minimum even with potential funding support from SC.</p>	<p>AN</p> <p>AN</p>

	<p><b>Proposal:</b> BID to no longer pursue the App as a current project.  <b>Vote: Carried.</b></p> <p><b>f. Public Realm Improvements - Church Street Planters / Dwell Space</b>  AN - Meetings with various organisations on possible suitable designs. Currently awaiting more design proposals from specialists in this area. Any designs and layout will be passed to Highways and Councils for comments (not approval). Board discussion on planter materials, timescales, and maintenance. Project must be advanced quickly to have maximum impact before winter.</p> <p><b>g. Security Patrols</b>  AN updated the Board on Security Patrols review and proposal to extend the scope of the patrols.</p> <p><b>Proposal:</b> To continue patrols at current level.  <b>Vote: Carried</b>  <b>Proposal:</b> To extend patrols to additional appropriate areas.  <b>Vote: Carried.</b></p> <p><b>h. Welcome Back Fund</b>  This is a Central Government scheme to support town recovery from Covid. The fund is targeted at public realm and marketing/promotion initiatives and comes with a list of criteria within which proposals for spend must fit.</p> <p>AN updated the Board on meeting with Oswestry Borderland Tourism (OBT) and Oswestry Town Council (OTC) and discussions as to where the fund could be directed for best outcomes for Oswestry.</p> <p>Board discussion on baselines, timeframe, options for fund spend, and match-funding. AN to complete and submit application by end of August.</p> <p><b>II. CORE PROJECTS</b></p> <p><b>a. Marketing</b>  JW2 updated the Board on the Daycation Video release and promotion, which has been very well received with high engagement. An upcoming Independents 'Shout-Out' to continue the popular series of showcasing independents in planned.</p> <p>The July 2021 BID Newsletter to be sent out in coming days to BID Levy Payers, as well as emailed and promoted online.</p> <p>AN introduced the next planned video to focus and showcase our hospitality businesses current being worked upon.</p> <p>LL updated on the OBT Staycation video, which will complement the Daycation video.</p> <p><b>b. Oswestry Balloon Carnival</b>  AN updated the Board on the hard work by done by the organising group of Nightingale House Hospice, Oswestry Town Council, Spirit Operations and BID on permissions, security, entertainment, planning etc. for the event in August.</p> <p>A new Balloon Hunt trail will be rolling out across 8 shops using the LoyalFree App, those who scan the QR codes for the 8 shops will be put into a draw to win one of the model Hot Air Balloons.</p> <p><b>c. LoyalFree</b></p>	<p>AN</p> <p>AN</p>
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	<p>AN updated on LoyalFree App and the pilot balloon trail, which if successful can lead to more trails designed to engage the community and showcase local businesses.</p> <p><b>d. Website update</b> JW2 updated the Board on the current status of website updates and ‘Shop Local’ feature, work that is ongoing.</p> <p><b>e. WiFi/Footfall</b> AN updated Board that the meeting with Elephant WiFi re: Totems will include exploring the best sites for WiFi and Footfall deployment in the extension area. Once surveyed, and the plan received, we can investigate permissions and take it forward from there. Elephant WiFi to come back to us with a proposal.</p> <p><b>f. Wayfinding</b> AN - Showed the Board the draft Industrial Area Wayfinding concept designs and banners; update on the colour-coding strategy across industrial estates. These designs are for lamp post mounted signage following compliance problems with Highway signage design regulations with the original designs.</p> <p><b>g. Traffic management</b> AN - Updated the Board on Maes-y-Clawdd Traffic Regulation Order (TRO) process, which is going to consult next week. This process will include Radford’s Field. Board discussion on potential impact of planned Mile End development (Oswestry Innovation Park and 700 new homes) on existing businesses operating on and around the Industrial Area. BID to continue to press SC for “whole of scheme” plan taking adequate account of the needs of existing Oswestry businesses.</p> <p><b>h. Training</b> JW2 updated on upcoming course for Social Media in September.</p>	AN
9.	<p><b>AOB</b> None.</p>	
10.	<p><b>Next Meeting</b>  TUESDAY, 21st September 2021 at 4pm (Venue TBA)</p>	