

OSWESTRY BID - Minutes
 Tuesday 7th February 2023, 4.00pm
Location: The Memorial Hall

	Present Ian Follington (IF), Chair Tania McGee (TMc), Lanyon Bowdler – Deputy Chair Patrick Evans (PE), Evans Enterprises Lee Lucks (LL), Oswestry Borderland Tourism Graeme Kirkham (GK), Knock and Snitch Duncan Tipton (DT), Wilko Carl Thomas (CT), Furrows Mark Derham (MD), Bridge Coffee Emma Chapman (EC), Shropshire Council Adele Nightingale (AN) - BID Manager Lindsey Pierce (LP) – BID Assistant Manager John Waine (JW) – BID Admin	ACTIONS
1.	Welcomes and Apologies: IF welcomed members to the meeting. Apologies from Stuart Phillips (SP), Tim Morris (TM), Samantha Cleal (SC2) and Kevin Griffiths (KG)	
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. LL confirmed that there was a conflict on her behalf during the OBT discussion, point 13 on the Agenda.	
4.	Governance 1. New Directors AN confirmed that CT has now been registered at Companies House. 2. Number of Directors AN advised that the BID currently has 12 Directors as per the Articles, and that it may be beneficial to increase that number to 14. AN explained that to do this we would need to bring a motion at the AGM and then amend the Articles of Association. Proposal: That the BID Board bring a motion at the AGM to increase the number of Directors from 12 to 14. Vote: Carried	
5.	Finance I. Cash in Bank Cash in the Bank as at 03.02.2023 - £289,338.32	

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	1,553.38	1,324.25	99.49
2020/2021	277,043.13	274,768.65	2,499.81	4,774.29	98.29
2021/2022	277,287.81	277,395.23	3,946.49	3,839.07	98.63
2022/2023	277,838.06	286,317.45	15,662.08	10,182.69	96.53
TOTALS	1,346,012.15	1,352,495.17	27,494.46	21,011.44	98.47

6. **BID Office Report**

Future Oswestry Group (FOG)

AN confirmed that Dean Carroll attended the last FOG meeting to go through the priorities list and a walk round Oswestry was arranged. A targeted list of projects is now being finalised.

High Street Heritage Action Zone (HSHAZ)

Alleyways

The steel work for Cae Glas Park should be going in this/next week and we are just waiting for an update on the clock.

Shopfront Scheme

The funding has been pretty much allocated now, however there is a still a little scope for a few more properties.

Love Oswestry

The Love Oswestry event has now been planned and is being promoted. The BID is running a 'Trail' alongside.

Clawdd Du

Bollards are to be installed at each end of Clawdd Du – SC are assessing and will write to businesses/residents regarding bins as they will not fit into the alley once the bollards are in place. Once this has been completed, HAZ can then look to undertake the work of cleaning up this alley

Events

Nothing to report

Vehicle Tracking System – Industrial Estate

Credit note received from ORP and we are still chasing refund payment.

CCTV

We have now hit a snag with the power supply, as there is nothing in the location. We have approached BT to see if we can take power from their site.

Sports Direct Alley

Nothing to report

Wayfinding

All banners are in place and they just need checking. JW will be meeting with Highline to go through them.

Oswestry Railway Reconnection

Update received from Government; announcement will now be in Spring.

Bleed Kits

7 Bleed kits have been purchased and handed over to the first responders, who will add them into the Defibrillators Boxes.

Training

We have an Emergency First Aid at Work course running in February and March. Also in the process of finalising the training calendar for the next financial year. This will include a social media, financial planning and customer service course, alongside First Aid and Manual Handling courses.

Footfall

We received a national Q4 2022 footfall report from Proximity Futures (was Elephant), and Oswestry is following similar patterns to the national, although our footfall is generally around 10-15% higher than the national average.

Here's the link to their report: <https://proximityfutures.com/q4-2022-footfall-report/>

Now we have a couple of years of footfall data, we've been able to put together our own Oswestry Footfall Yearly Comparison which we'll keep updated month on month to monitor the trend.

Website

January 2023 - 2,400 users compared to 2,100 in January 2022.

Security Patrols - Industrial Estate

In January - 4 security reports

Also good response to the opportunity to provide Emergency Contact info to BID patrols in the event that they need to be contacted should there be a risk to the premises - 11 businesses got in touch to be involved.

The Love 'Ossie the Sheep' Trail

The shop trail is now ready to go - with 9 shops in the town centre taking part.

7.

Church Street

The topographical survey has been received, and we are waiting on the technical drawings to be completed.

Timeline has now been pushed back, as Severn Trent have planned water works in April.

AN will update once more details have been received.

8.	<p>Request for Defib on the Showground</p> <p>The Showground have made a request regarding funding towards a Defibrillator. AN had explained that the project was now closed but would bring the matter back to the board.</p> <p>AN confirmed that it would costs approximately £1200</p> <p>Proposal: Funding provided for a Defibrillator on the Showground Vote: Carried</p>	
9.	<p>Oswestry in Bloom</p> <p>Oswestry in Bloom are looking for £1000 towards a new flower bed and sculpture by the train station.</p> <p>Proposal: That BID provides funding in the sum of £1000 and request that the sculpture has a ‘Welcome to Oswestry’ theme. Vote: Carried</p>	
10.	<p>Pubwatch/Shopwatch</p> <p>(i) Pubwatch</p> <p>AN confirmed that an email has now gone out to all premises to confirm that the BID would no longer be supporting Pubwatch.</p> <p>(ii) Shopwatch</p> <p>LP confirmed that a meeting had been set up on 13th February 2023 and DT was kindly hosting.</p>	
11.	<p>Street Rangers, Security Patrols and additional Festoon Lighting</p> <p>Street Rangers have been put in place by Shrewsbury BID with some funding provided by the Police Crime Commissioner, PCC We have looked at these options before, however we would not be able to fund them without some assistance.</p> <p>AN confirmed that we would be seeking funding options from the PCC, CSP and Safer Neighbourhood team.</p> <p>Proposal: That BID provide funding up to sum of £20,000 to start the project whilst seeking match funding. Vote: Carried</p>	
12.	<p>Funding bid for a feasibility study of Festival Square</p> <p>AN confirmed that a bid had been made to the UK Shared Prosperity Fund (UKSPF) to run a feasibility study of Festival Square and whether this should be Open Space.</p> <p>The Future Oswestry Plan did suggest that this was a good use of the space, but we need to consider whether the square can justify being an open space over a car park, and whether the Town would feel a benefit from it.</p> <p>We have requested the sum of £10,000 and will update the Board once a response has been received.</p>	

13.	<p>Oswestry Borderland Tourism Report (OBT)</p> <p>AN confirmed that at the last meeting the Board had agreed to wait on a decision regarding funding, until Church Street costs had been received. However, as we still do not have these, the Board will need to make a decision either way.</p> <p>LL provided further comments to her report presented at the last board meeting and then left the room for the Board to discuss.</p> <p>Proposal: That BID provide funding up to sum of £15,000 to OBT for the 2023-2024 Financial Year.</p> <p>Vote: No, the Board would be happy to support OBT on a project-by-project basis.</p>	
14.	<p>AGM</p> <p>To follow Board Meeting.</p>	
15.	<p>AOB and Next Meeting</p> <p>1. Mumbai Maska Restaurant at the Lion Quays</p> <p>A new restaurant has opened at the Lion Quays and they are looking to make connections with Oswestry and would like to join as a Voluntary Member.</p> <p>AN explained that this was a Board decisions as they are outside of the BID Area.</p> <p>Proposal: The Mumbai Maska become voluntary members</p> <p>Vote: No, they are too far outside of the BID Area.</p> <p>2. Loading Bays</p> <p>A flyer has now been drawn up for the Board to consider. These highlight to the person parking that they are in a loading bay. These will be for businesses etc to use on vehicles parked on Church Street.</p> <p>3. Presentation Folder</p> <p>AN confirmed that we have been looking to design a presentation folder in order to give out to Estate Agents, the Marches Growth hub as well as new businesses. These would serve as information packs for the BID and for inward investment.</p> <p><u>Next Meetings</u></p> <p>Tuesday, 7th March 2023 Venue – TBC</p>	