

**OSWESTRY BID - Minutes**  
 Tuesday 18<sup>th</sup> July 2023, 3.30pm  
Location: Hadleigh Works

	<b>Present</b>  Patrick Evans (PE), Evans Enterprises Kevin Griffiths (KG), Griffiths Tool Hire Mark Derham (MD), Bridge Coffee Lee Lucks (LL), Oswestry Borderland Tourism Carl Thomas (CT), Furrows Ian Massey (IM), Sainsburys Duncan Tipton (DT), Wilko Tim Morris (TM), Booka Bookshop Dr Julie Grail (JG), The BID Business Adele Nightingale (AN) - BID Manager Lindsey Pierce (LP) – BID Assistant Manager John Waine (JW) – BID Admin	<b>ACTIONS</b>
1.	<b>Welcomes and Apologies:</b>  PE welcomed members to the meeting and Alison Parr from Stonehouse Brewery  Apologises from Tania McGee (TMc) and Graeme Kirkham (GK)	
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.	
4.	<b>Governance</b>  LP confirmed that the Year End Accounts have now been completed by Morris Cook and were due to be filed.  AGM has been provisionally pencilled in for 14 <sup>th</sup> November 2023 and would be via Zoom.	
5.	<b>Alison Parr, Stone House Brewery, application as BID Director</b>  The Board had invited Alison Parr of Stone House Brewery to come to the meeting and share her background, experience and interest in joining the BID Board.  Discussions then followed.  <b>Proposal:</b> Alison Parr be invited to join the Board. <b>Vote: Carried.</b>	
6.	<b>Finance</b>  <b>I. Cash in Bank</b>  Cash in the Bank as at 13 <sup>th</sup> July - £338,037.43	

	<p><b>II. Levy Collection Year to date</b></p> <table border="1"> <thead> <tr> <th>BID TERM</th> <th>Liability (£)</th> <th>Receipts (£)</th> <th>Credits (£)</th> <th>Balance O/S</th> <th>% Collected</th> </tr> </thead> <tbody> <tr> <td>2023/2024</td> <td>277,905.80</td> <td>258,533.91</td> <td>9,675.29</td> <td>29,047.18</td> <td>89.89</td> </tr> </tbody> </table>	BID TERM	Liability (£)	Receipts (£)	Credits (£)	Balance O/S	% Collected	2023/2024	277,905.80	258,533.91	9,675.29	29,047.18	89.89	
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2023/2024	277,905.80	258,533.91	9,675.29	29,047.18	89.89									
7.	<p><b>Update from Dr Julie Grail</b></p> <p>JG presented a report outlining the current issues affecting the high street, from hybrid working to hospitality issues, along with an update on what BIDs are doing around the country.</p>													
8.	<p><b>BID Office Report</b></p> <p><b>Future Oswestry Group</b></p> <p>AN continuing to push through FOG for Church Street and have also forwarded the Festival Square Feasibility Study in order to now ask for ‘next steps’.</p> <p>PE had also spoke to me about the footbridge that looks like it is going to be installed on Mile End. BID and OTC both objected to the designs of the bridge some time ago and that it looked like it was going to be installed a long time before the estate is completed (there is a lot of activity there now so possible prep work for this – AN will find out) which will be sure to create a lot of negativities on the spend/priorities/etc., Do we want to put out a PR that states that we objected to both the designs and the installation of this at the time... it is basically a ‘bridge to nowhere’?</p> <p><b>Heritage Action Zone</b></p> <p>Alleyways – there is still a delay on the metalwork as the individual contracted to do these works has suffered il health. I have pushed as whilst I understand this is a sensitive issue this has gone on for over 12 months now.</p> <p><b>Events</b></p> <p>Oswestry Community Games was well received and is gathering in support and attendance. We will definitely be asked to support again next year.</p> <p>We are now ramping up for OBC. We are struggling with the budget this year, total £40k as we have not been able to secure any funding from SC or additional sponsorship. There has been a definite shift from Nightingale House as we always felt this was ‘their’ event and we helped but it definitely feels like that have stepped back a little from it this year and left more and more to us/OTC – something to think about for next year.</p> <p><b>CCTV</b></p> <p>The lamps that we were told did not belong to SC do in fact belong to them! Highways had not informed Lighting when the road was eventually adopted (2 years ago)! Lighting have now requested survey on the lamps as they have to because they are now their responsibility. We have however been informed that they would have no objection to us installing CCTV on them providing the surveys are OK. I will chase Lighting for an answer, we can then go back to ORP for an updated quote as we will no longer required ground works.</p> <p><b>Sports Direct Alley</b></p> <p>Chased with SC and informed them if no movement by our September Board Meeting the BID Board may withdraw their funding offer.</p>													

## **Railway**

Still nothing - chased Helen to see if she has had any updates.

## **Festival Square for Businesses**

AN requested if BID can take the final 'quarter' of Festival Square (the part that The Cemist used to have) and if we could then offer to BID businesses for them to put a 'pop up there' – this would be on a first come first served operation and free to BID businesses – still waiting for SC to agree and understand what docs we would need from business i.e. public liability/RAMS.

## **Blue Badge Parking**

SC legal confirm that despite the information we received from the DfT (via Helen Morgan) that they cannot enforce that Blue Badges cannot part in loading bays. This has been passed back to Helen Morgan to take up with the DfT.

## **Street Ranger/Additional Patrols**

A new round of funding was released last week for 'Safer Streets'. I have emailed the Police, Shropshire Council and the PCC to ask how we can apply.

## **Training**

Training still going well, but as usual the best take up is for courses that businesses need to ensure their staff have been on e.g. First Aid

Will continue to push other courses.

## **Loyalfree Trail**

Next trail is the Safari Summer Trail running from 11<sup>th</sup> August to 28<sup>th</sup> August.

This is one of the pre-packaged trails this time.

## **Marketing**

Will be continuing to push out summer days and summer nights for the next few months and beginning to look towards Christmas.

## **Shopwatch**

The last 2 meetings have been fairly well attended, but turn out is still lower than it could be.

The police have once again attended the meetings and provided usual updates.

Shopwatch booklet has now been produced and we have started handing these out.

## **Footfall**

June 2023 footfall - 387K visits, averaging 13K visits/day, 206 mins Average Dwell Time

Footfall 8.5% down on previous month, and 8.1% up on June 2022

## **WIFI Platform**

June 2023 saw 13.8K WiFi connections, averaging 462/day.

	<p>Over 2.3K registered WiFi users.</p> <p><b>Website</b></p> <p>June 2023 - 2.8K users June 2022 - 5.2K users (boosted by Queen’s Jubilee).</p> <p><b>Facebook</b></p> <p>OneOswestry over 3.7K followers. OswestryBID over 2.9K followers</p> <p><b>Security Patrols - Industrial Estate</b></p> <p>In June - there were 4 security reports on the Industrial Estate.</p> <p><b>Comprehensive What’s On Listings</b></p> <p>Events listings updated through to Dec 2023. Now shared by Oswestry Live too.</p> <p><b>Sign Survey</b></p> <p>Sign Survey fully updated with images, prioritising sites, and adding new signs for removal, repair or cleaning.</p> <p><b>Coach Friendly Accreditation</b></p> <p>Near completion and ready for submission to auditors.</p> <p><b>BID Newsletter</b></p> <p>BID Newsletter production to be mailed and emailed out.</p> <p><b>Business Rates &amp; Other Common Questions – Explainer</b></p> <p>BID team have created a new web page to clarify some of the common questions asked about rates, rents, bid/council responsibilities etc. Final draft to be made live shortly.</p>	
9.	<p><b>Festival Square Feasibility Study – sign off?</b></p> <p>AN confirmed that a copy of the feasibility report had been sent with the agenda and was seeking confirmation that it could be agreed.</p> <p><b>Agreed</b></p>	
10.	<p><b>Church Street Update</b></p> <p>AN confirmed that there was a meeting with SC and OTC tomorrow to discuss Church Street and that this would include an update on costs involved.</p> <p>However, Church Street was discussed in the FOG meeting last week, and SC disclosed that the HOGs have been costing approximately £8,000 a month. AN reported that everyone at the meeting was shocked and angered by this extortionate cost and requested answers as to how this has been allowed to happen as this was a complete waste of public money.</p> <p>All Board members were in agreement that this was a complete mismanagement of public fund.</p>	

	<p>As a result of this, SC wish to put the planters down as quickly as possible, prior to the scheduled re-surfacing, in order to reduce this cost. Therefore, the planters would be temporarily placed on Church Street and then removed for the re-surfacing and then put back in the semi-permanent plan agreed.</p> <p>Costs are coming in at £75,000 to complete the agreed plan.</p> <p>Given all the issues raised on Social Media over the HOGs and Church Street, SC confirmed that a Press Release would go out discussing the next steps.</p> <p>AN confirmed that OTC and the BID raised concerns with SC as to how this has been handled and the ongoing issues, given that the costs are coming in under the BIDs Budget for the project.</p>	
11.	<p><b>UKSPF – funding update</b></p> <p>AN explained that we were unsuccessful with UKSPF funding to continue the Shop front scheme. There is some funding left over and we'll be able to try again in August.</p>	
12.	<p><b>Open meeting format</b></p> <p>AN explained that we wouldn't be doing a presentation and instead would be walking the room and chatting with businesses.</p>	
13.	<p><b>AOB and next meeting</b></p> <p><b><u>Next Meeting</u></b></p> <p>5<sup>th</sup> September 2023 at 4pm at Furrows</p>	