

OSWESTRY BID - Minutes

Tuesday 20th February 2024

Location: Hadleigh Works

	Present	ACTIONS
	<p>Mark Derham (MD), Bridge Coffee (Chair) Patrick Evans (PE), Evans Enterprises Kevin Griffiths (KG), Griffiths Tool Hire Alison Parr (AP), Stonehouse Brewery Lee Lucks (LL), Oswestry Borderland Tourism Carl Thomas (CT), Furrows Graeme Kirkham (GK), Knock & Snitch Dawn Edwards (DE), Covent Garden Fruit Market Limited Matt Potts (MP), Shropshire Council Adele Nightingale (AN) - BID Manager Lindsey Pierce (LP) – BID Assistant Manager John Waine (JW) – BID Admin</p>	
1.	<p>Welcomes and Apologies:</p> <p>Apologises from Tim Morris (TM), and Jordon Trafene (JT)</p> <p>AN welcomed members to the meeting.</p>	
2.	<p>Minutes of Last meeting and Actions arising:</p> <p>Minutes of last meeting approved.</p> <p>Any actions arising to be dealt with during the meeting.</p>	
3.	<p>Conflicts of Interest.</p> <p>No</p>	
4.	<p>Governance</p> <p>i. Chair</p> <p>MD had nominated to stand as chair and has been confirmed via an email vote.</p> <p>ii. Henstone Distillery</p> <p>Henstone Distillery have requested to be a voluntary member. As they are outside of the BID Area, the Board needs to vote.</p> <p>Proposal: Henstone Distillery to become a voluntary member. Vote: Carried</p> <p>AP, LL and DE abstained</p> <p>iii. Directors</p> <p>Matt Dunne-Smith from Oswestry Windows and Doors has expressed some interest and a meeting has been set up with Judy Bourne from Monks Estate Agent.</p>	

<p>5.</p>	<p>Finance</p> <p>I. Cash in Bank</p> <p>Cash in the Bank as at 15/02/2024 - £125,766.89</p> <p>II. Levy Collection Year to date</p> <table border="1" data-bbox="231 376 1292 481"> <thead> <tr> <th>BID TERM 2</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>275,927.65</td> <td>274,056.18</td> <td>11,924.82</td> <td>13,796.29</td> <td>95.20</td> </tr> </tbody> </table>	BID TERM 2	Liability (£)	Receipts (£)	Credits (£)	Balance O/S	% Collected	2023/2024	275,927.65	274,056.18	11,924.82	13,796.29	95.20	
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2023/2024	275,927.65	274,056.18	11,924.82	13,796.29	95.20									
<p>6.</p>	<p>Footfall/WIFI</p> <p>AN confirmed that Visit Shropshire has an account until 2025, and it has been confirmed that we can have a User licence as part of this.</p> <p>From July 2025 until March 2025 this would be £2925.00.</p> <p>Some questions raised over costs as this didn't appear much cheaper than the 12 month offering.</p> <p>AN advised she would confirm and return to the Board with the relevant information.</p>													
<p>7.</p>	<p>Totally Locally</p> <p>Councillor Kerr had approached AN to discuss Totally Locally and whether or not this was something the BID could consider.</p> <p>AN explained that she ran through everything the BID already does and didn't believe that for the fees of around £9,950 that there was anything different on offer.</p>													
<p>8.</p>	<p>Street Circus 2025</p> <p>Another successful year with great weather, despite Easter being earlier this year.</p> <p>Discussion took place over whether to host again.</p> <p>Proposal: Oswestry BID to host Street Circus 2025. Vote: Carried.</p>													
<p>9.</p>	<p>Street Rangers – Radios</p> <p>LP confirmed that several businesses have approached the Rangers about Radios.</p> <p>We have obtained a quote as it would need to be monitored and operated by the BID. We would then need to invoice the businesses direct.</p> <p>Following discussions, Board happy to proceed with further investigations with businesses before committing a number of radios or invoicing process.</p>													
<p>10.</p>	<p>Find it Buy it Update</p> <p>Industrial Estate guides are finished and have been delivered locally with Oswestry Life magazine.</p> <p>The Town Centre addition is on the final bit of checking and will go out in the June edition of Oswestry Life.</p>													

<p>11.</p>	<p>Industrial Estate Banners</p> <p>Some of these require a refresh. Given we're heading into Summer, we will now look to do this in September.</p> <p>We have been quoted around £2323 and will review this again closer to the works being completed.</p> <p>It is noted that a yearly figure will need to be included in the budget going forward.</p>	
<p>12.</p>	<p>Visit Shropshire</p> <p>Mark Hooper from Visit Shropshire attended to provide an update on their current projects and to highlight the work done for Oswestry.</p>	
<p>13.</p>	<p>BID Office Report</p> <p>Future Oswestry Group (FOG)</p> <p>Ironworks on both alleyways has been completed. At the next FOG meeting BID will be pushing outcomes for Festival Square, tidying up the bus station, the Wilkos building and Castle View uses. We will also chase the installation of the new bollards for Clawdd Du.</p> <p>BID has been invited to take part in a consult being run by SC regarding the Cambrian Railway Building in April – which I will attend.</p> <p>Heritage Action Zone (HAZ)</p> <p>Completed at the end of March 2024.</p> <p>Events</p> <p>Next event for BID is Oswestry Community Games. John & AN are working on this with Clive.</p> <p>Festival Square for Businesses</p> <p>This cannot be used for 'sales' due to OTC Market License rules. We have asked OTC if we can take this space to 'promote' products/services and not actually made a sale. If so this space still might prove useful to those businesses.</p> <p>Traffic Regulations</p> <p>New drawings for Glovers Meadow have been issued by SC. These have been issued to the businesses but it has been decided that it would now be better to get the interested parties together with SC to discuss and come up with a final option.</p> <p>SC have warned BID that this is actually no funding to take this forward, but we need a 'scheme' that has been agreed upon before we then tackle the funding hurdle. I have asked SC to give us an estimate on the costs.</p> <p>Safer Oswestry</p> <p>OTC are organising a meeting on the 29th April to discuss all things 'safer Oswestry'. On the panel there will be representatives from the Police, SC, TNS Foundation, OTC and BID (I will be there). This is to discuss all things from Anti-social behaviour to Shoplifting and any other issues that are affecting our businesses and residents. The idea is to understand problems and how collectively we can work together.</p>	

Training

Calendar is completed and courses are filling up. Following the last meeting we will be including courses that are more industrial based.

LoyalFree Trails and App

We are currently in the middle of our Easter trail which ends 14th April. Once this is completed, we will have one more trail prior to our completion of our contract.

Shopwatch

Next Meeting will be 16th April and being organised as a Business Watch meeting with invites to trade counters, pubs etc.

Street Rangers

Still progressing well, and feedback is positive.

Further details to be discussed in the meeting.

Facebook

As at 4 Apr 2024: OneOswestry (4238) - 73 New Followers (last 28 days).

As at 4 Apr 2024, OswestryBID (3149) - 25 New Followers (last 28 days)

Website

Feb-Mar 2024 - Users: 6,746; Event Count: 26,294; Views: 11,995

WIFI Platform

Feb-Mar 2024 - WiFi connections: 17,970, averaging 513/day.

Footfall

Feb-Mar 2023 - Visits: 813,638, Averaging 14,028/day; Average Dwell Time 192 mins.

Feb-Mar 2024 - Visits: 453,270, Averaging 7,682/day; Average Dwell Time 208 mins.

Security Patrols - Industrial Estate

From Feb-Mar, there were no security reports on the Industrial Estate.

Comprehensive What's On Listings

Events listings updated through to Dec 2024. Now shared by Oswestry Live too. Tagging in hosting venues on FB.

Coach Friendly Accreditation & In Bloom

New promotional stickers being distributed around businesses.

Oswestry "Find It Buy It" Directories/ Industrial Estates & Town Centre

Industrial Estates directory complete, printed and due to be distributed via Oswestry Life magazine. The Town Centre version will follow.

	<p>The Street Circus on Bailey Head & Around Town</p> <p>Very successful Street Circus, well-attended, pre & post publicity in the local newspapers & online.</p>	
<p>14.</p>	<p>AOB and next meeting</p> <p>MP provided an update on the Small Equipment grants and that the portal to apply through should open again shortly.</p> <p><u>Next Meeting</u></p> <p>Board Meeting 21st May 2024, The Townhouse.</p>	