

OSWESTRY BID - Minutes

Tuesday, 8th April 2025

Location: The Wynnstay Hotel

	Present	ACTIONS
	<p>Mark Derham (MD), Bridge Coffee Patrick Evans (PE), Evans Enterprises Judy Bourne (JB), Monks Estate Agents Jonathan Roberts (JR), Milanos Carl Thomas (CT), Furrows Lee Lucks (LL), Oswestry Borderland Tourism Kev Griffiths (KE), Griffiths Tool Hire Natasha Rendell (NR), The Surplus Station Alison Parr (AP), Stonehouse Brewery Matt Potts (MP), Shropshire Council</p> <p>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 Matt Dunne-Smith, Graeme Kirkham and Dawn Edwards</p> <p>MD 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>LL and MP are Directors of Visit Shropshire in respect of Point 9</p>	
4.	<p>Governance</p> <p>1. Year End</p> <p>Contact made with Morris Cook to commence Year End</p> <p>2. Companies House</p> <p>NR has been registered on Companies House</p> <p>3. Directors Attendance</p> <p>LP explained that as the number of meetings has now changed, Directors would need to attend 5 a year – 4 x Board Meetings and 1 x AGM. We would now to look at the attendance requirements.</p> <p>Discussion followed.</p> <p>Proposal: Directors to attend 3 out of 5 meetings in a 12 month period. VOTE CARRIED.</p>	

5.	<div>Finance</div> <div>I. Cash in Bank</div> <div>Cash in the Bank as at £106,024-97 as of 02/04/25.</div> <div>II. Levy Collection Year to date</div> <div>Levy Collections to date</div> <table><thead><tr><th>BID TERM</th><th>Liability (£)</th><th>Receipts (£)</th><th>Credits (£)</th><th>Balance O/S</th><th colspan="2">% Collected</th></tr></thead><tbody><tr><td>2</td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>2023/2024</td><td>274,171.13</td><td>273,182.50</td><td>2,178.70</td><td>3,167.33</td><td>98.85</td><td>98.85</td></tr><tr><td>2024/2025</td><td>272,631.76</td><td>291,347.43</td><td>27061.69</td><td>8,346.02</td><td>97.22</td><td>97.22</td></tr></tbody></table>	BID TERM	Liability (£)	Receipts (£)	Credits (£)	Balance O/S	% Collected		2							2023/2024	274,171.13	273,182.50	2,178.70	3,167.33	98.85	98.85	2024/2025	272,631.76	291,347.43	27061.69	8,346.02	97.22	97.22	
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6.	<div>BID Office Report</div> <div>Highways</div> <div>Glovers Meadow to be discussed in meeting</div> <div>Currently looking at issues around the loading bay near to Weatherspoon’s. Frequently used by shoppers just ‘parking’ leading to issues for businesses need to access the loading bay. I have requested SC parking officer comes out for a site visit – AN to chase with SC</div> <div>HGV Park</div> <div>Chased with Cattle Market & OTC – still ongoing</div> <div>Railway</div> <div>Chased SC and Roger Date – nothing new to report other than Helen Morgan is still trying to push this with the DfT and is very supportive of the scheme, but with no funding available from Government we cannot progress. Joe Bubb, Roger and Helen will continue to monitor funding in case anything comes up.</div> <div>Industrial Estate Flags</div> <div>Banners going up this/next week</div> <div>Town Centre</div> <div>Festoon lighting and bunting going up this week. Defib on Coach House (back of Wynnstay) to be moved to frontside of hotel in order to give 24/7 access. BID will then maintain.</div> <div>Events</div> <div>Gigfest on agenda. Street Circus, Beach, Community Games, OBC all in progress.</div> <div>Our next event is the Street Circus on 19th April 2025.</div> <div>Bin Store – Boots Alley</div> <div>Still looking at possibilities and obtaining quotes for bin stores.</div> <div>Client Relationship Manager - CRM</div> <div>Most of the information is in the system now and we have started to use it to track new activities.</div>																													

There is still a little back fill to complete for Term 1 and also for training. There is obviously a lot of information to process for both of these.

Street Rangers

To be discussed at the meeting.

We are also in the process of enabling them to track their day directly into the CRM and LP will be working through this with them over the coming weeks.

Marketing

Continuing to work through our marketing plan and add in some additional content.

As highlighted at the last meeting, we will need to consider whether or not to produce a Christmas Video which can be discussed at the next meeting.

Training

New training calendar is out.

We have already managed to full a number of the Industrial Estate sessions.

We will have a social media and a photography course to add in, but I'm still waiting on trainers to confirm dates.

Shopwatch

Next meeting will be 6th May.

Pubwatch

Next meeting will be beginning of end of April/beginning of May.

Facebook

As at 2nd April 2025: OneOswestry (4560)^{11 SEP}; +15 Net Followers (last 28 days)

As at 2nd April 2025: OswestryBID (3205)^{11 SEP}; +12 Net Followers (last 28 days)

OneOswestry.co.uk Website

Feb-Mar 2025 - Users: 7.2K; Event Count: 29K; Views: 13K

Feb-Mar 2025 - 22 Business Inquiries (Bookings, Product/Services) via OneOswestry.co.uk for bookings, information etc.

Security Patrols - Industrial Estate

From Feb-Mar, there were 0 security reports on the Industrial Estate.

Oswestry Food Festival

Refreshed logo and graphics, exhibitor enhancement and programme ideas. Good progress.

AN provided a details update.

Oswestry Spring Clean

	<p>Promotion, co-ordination and support of initiative.</p> <p>Street Circus 2025</p> <p>Updated poster designs for leaflets/online.</p> <p>Open Meeting</p> <p>Invitation design and promotion; updated BID Project Listings board.</p> <p>Community Games 2025</p> <p>Updated poster for upcoming event.</p> <p>What's On Listings</p> <p>Events listings updated through to Dec 2025. Now shared by Oswestry Live too. Tagging in hosting venues on FB.</p>	
7.	<p>Street Rangers funding</p> <p>AN explained that we now had a new Ranger in place.</p> <p>Following our last meeting, we have been successful in our request for Funding with the PCC and awarded £20,000 towards our Street Ranger Scheme for 2025-2026 and 2026-2027.</p>	
8.	<p>Glovers Meadow</p> <p>AN ran through the current position.</p> <p>A consultation has taken place with the businesses, and this has been finalised with WSP.</p> <p>We are still chasing SC to see whether they have any funding to carry the work out. It would cost around £2000 to £2500 to undertake.</p> <p>AN would continue to chase to confirm if not able to complete this year and would it be included in 2026-2027.</p>	
9.	<p>Oswestry Borderland Tourism</p> <p>OBT have requested BID to again be a sponsor for the financial year to 31st March 2026 and to support them by paying for the Gold Membership of Visit Shropshire.</p> <p>LL left the room and JW, and discussions followed.</p> <p>Proposal: BID to sponsor OBT to the value of £2500 with some conditions in respect of types of images used over social media. These needed to reflect more of the businesses and have more people included in them, as there was a feeling that this was lacking.</p> <p>VOTE CARRIED.</p>	
10.	<p>Gigfest</p> <p>AN confirmed that conversations were ongoing over plans, and it was looking like September.</p> <p>They would be looking at some costs involved but were still finalising these. This would be for sound engineers and some sound systems.</p>	

11.	<p>Open Meeting</p> <p>LP confirmed that the Open Meeting was to follow, and this would be in a more Networking style, discussing our projects and any concerns the businesses may have.</p>	
12.	<p>AOB and next meeting</p> <p><u>Next Meeting</u></p> <p>Board Meeting 8th July 2025, The Memorial Hall</p>	