

**OSWESTRY BID - Minutes**  
 Tuesday, 10<sup>th</sup> October 2025  
Location: The Fort, Artillery Business Park

	<b>Present</b>  Andrew Banks (AB), Jewson Jolyon Iles (JI), Ambers & The Beech Tree Natasha Rendell (NR), The Surplus Station Kevin Griffiths (KG), Griffiths Tool Hire Patrick Evans (PE), Evans Enterprises Judy Bourne (JB), Monks Estate & Letting Agents  Adele Nightingale (AN) – BID Manager Lindsey Pierce (LP) – BID Assistant Manager John Waine (JW) - BID Admin	<b>ACTIONS</b>
<b>1.</b>	<b>Welcomes and Apologies:</b>  Apologises from Mark Derham (MD), Jonathan Roberts (JR), Alison Parr (AP), Carl Thomas (CT)  AN welcomed members to the meeting.	
<b>2.</b>	<b>Minutes of Last meeting and Actions arising:</b>  Minutes of last meeting approved.  Any actions arising to be dealt with during the meeting.	
<b>3.</b>	<b>Conflicts of Interest.</b>  N/A	
<b>4.</b>	<b>Governance</b>  AN confirmed that Lee Lucks (LL) had now resigned.  AB (Andrew Banks) and JI (Jolyon Iles) have both been added to Companies House.	
<b>5.</b>	<b>Potential New Directors</b>  AN advised that Graham Mitchell, Oswestry Borderland Tourism, had expressed a possible interest in becoming a Director and it was agreed we would invite him to the next meeting.	

6.	<div>Finance</div> <div>I. Cash in Bank</div> <div>Cash in the Bank as at 09/10/2025 – £199,070.39</div> <div>II. Levy Collection Year to date</div> <table><tr><th colspan="7">Levy Collections to date</th></tr><tr><th>BID TERM 2</th><th>Liability (£)</th><th>Receipts (£)</th><th>Credits (£)</th><th>Balance O/S</th><th colspan="2">% Collected</th></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></table>	Levy Collections to date							BID TERM 2	Liability (£)	Receipts (£)	Credits (£)	Balance O/S	% Collected		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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7.	<div>BID Office Report</div> <div>Highways</div> <div>AN has chased Shropshire Council (SC) for an update on whether this will be included in the 2025–26 financial year and is currently awaiting a response.</div> <div>Issues are being reviewed regarding the loading bay near Wetherspoon’s, which is frequently used by shoppers parking rather than for loading, causing access issues for businesses. AN has requested that an SC parking officer undertakes a site visit and will continue to chase this with SC.</div> <div>HGV Park</div> <div>Chased with the Cattle Market and Oswestry Town Council (OTC); this remains ongoing.</div> <div>Railway</div> <div>Nothing new to report.</div> <div>Town Centre</div> <div>All bunting and lighting are currently in place.</div> <div>There have been slight issues regarding relocating the defibrillator from the Coach House (gym) to the front of The Wynnstay due to the aesthetics of the building. AN will speak with Chris to identify a suitable alternative location that allows 24/7 access.</div> <div>Bin Store – Boots Alley</div> <div>Still exploring options and obtaining quotes for bin store solutions.</div> <div>FOG</div> <div>Update provided at the meeting.</div>																													

## **Street Rangers**

To be discussed at the meeting.

## **Marketing**

Work continues in line with the marketing plan. It was noted this took a slight backseat over the summer due to the BID managing social media and marketing for the Oswestry Balloon Carnival.

The next focus will be Halloween Trail promotion, Halloween content, followed by Christmas campaigns.

## **Training**

To be discussed at the meeting.

## **Shopwatch**

To be discussed at the meeting.

## **Pubwatch**

To be discussed at the meeting.

## **Facebook**

As at 9th October 2025:

- OneOswestry – 4,728 followers (+10 net followers, last 28 days)
- OswestryBID – 3,252 followers (+13 net followers, last 28 days)

## **OneOswestry.co.uk Website**

August–September 2025:

- Users: 8.8K
- Event Count: 35K
- Views: 15.6K
- 

26 business enquiries were received relating to bookings, products and services.

## **Security Patrols – Industrial Estate**

From September to date, two security reports were recorded.  
Analysis of reporting since inception was noted.

## **Business Support**

Recruitment social media, business enquiry follow-ups, Memory Walk event support, training opportunities, and photography for the Business brochure.

	<p><b>SEEDL Service</b></p> <p>Analysis of businesses using BID training was discussed.</p> <p><b>Planning Portal</b></p> <p>Formulating and submitting BID responses to planning applications.</p> <p><b>Future Oswestry Group</b></p> <p>Logo draft discussed.</p> <p><b>One Oswestry Website</b></p> <p>Maintenance, directory additions and updates ongoing.</p> <p><b>What's On Listings</b></p> <p>Events listings updated through to December 2025 and now shared by Oswestry Live, with hosting venues tagged on Facebook.</p>	
8.	<p><b>BID Levy Increase</b></p> <p>AN outlined the current levy position and confirmed the BID levy has never previously been increased. The levy currently stands at 1.75% of rateable value for businesses with a rateable value of £12,000 or more.</p> <p>AN and LP explained the need to consider an increase due to rising overheads and project delivery costs, and the need to generate additional revenue.</p> <p>AN and LP presented several levy variation options – 1.8% potential of £7,915 extra a year, 1.85% potential of £15,830 extra a year, 1.9% potential of £23,745 extra a year. Discussions followed.</p> <p><b>Proposal: To increase the BID levy to 1.9% from April 2026.</b>  <b>Vote: CARRIED</b></p>	
9.	<p><b>Security Patrols</b></p> <p>AN confirmed a review had been undertaken into reducing patrols from 3 per night to 2. This would result in an approximate saving of £10,980, however there would be some impact in service levels and patrol timings.</p> <p>Discussions followed.</p> <p><b>Proposal: To reduce patrols from three per night to two.</b>  <b>Vote: NOT CARRIED - Agreed to maintain 3 patrols per night, obtain a quote for a security audit, and consult businesses regarding potential reduction to 2 per night during lighter summer months.</b></p>	

10.	<p><b>DOJO – Merchant payments</b></p> <p>AN confirmed AP is moving to Dojo following a review and NR confirmed she is already using DOJO.</p> <p>Further information is required regarding setup costs, merchant fees and console fees.</p> <p><b>Action:</b> AN to investigate further and report back.</p>	
11.	<p><b>Seedl</b></p> <p>AN confirmed SEEDL is an online training platform offering live webinars and pre-recorded sessions. Each business would receive a login, with unlimited staff access and training tracking available.</p> <p>Costs outlined:</p> <ul style="list-style-type: none"> <li>• £5,200 – Basic</li> <li>• £7,850 – Extended</li> <li>• £12,850 – Full access</li> </ul> <p>The Board agreed it could support HR administration and business training but expressed concerns regarding overall usage.</p> <p><b>Action:</b> Further investigation to take place.</p>	
12.	<p><b>Growth Hub Funding</b></p> <p>AN confirmed £4,000 funding has been secured for financial mentoring.</p> <p>Riseley Consulting, who we have successfully worked with previously, will be instructed to provide a couple of workshops and one-to-one mentoring for approximately 9 businesses.</p> <p>AN will keep the board updated.</p>	
13.	<p><b>Relocation of the BID Office</b></p> <p>AN confirmed that we were looking at new office space. The current BID office building was up for sale. While the room would remain available to rent, it felt like a good time to look at somewhere else.</p> <p>AN confirmed that we are looking at Oswestry Memorial Hall and will update.</p> <p><b>Proposal: BID office to relocate.</b></p> <p><b>Vote: Carried</b></p>	
14	<p><b>Rangers, Pubwatch, Shopwatch, Training Update</b></p> <p><b>Street Rangers</b></p> <p>Funding requirements include additional hotspot reporting and police log-ins.</p>	

	<p><b>Pubwatch</b></p> <p>Attendance has improved and meetings continue to be well attended.</p> <p><b>Shopwatch</b></p> <p>Attendance remains challenging; communication via WhatsApp remains effective. If no attendance occurs at the next meeting, future meetings will be reviewed.</p> <p><b>Training</b></p> <p>LP confirmed training continues to perform well and planning will commence for the 2026 programme, beginning April 2026.</p>	
15.	<p><b>AGM</b></p> <p>AGM will take place on 18th November 2025 at 4.30pm.</p> <p>The AGM will be to discuss 2024–2025 financial year and present the accounts.</p>	
16.	<p><b>AOB and next meeting</b></p> <p><b>(i) Team Meal</b></p> <p>Team meal will be held on 25th November 2025 at The Wynnstay Hotel.</p> <p>Menus will be circulated shortly.</p> <p><b>(ii) Board Meeting Frequency</b></p> <p><b>Proposal:</b> To move Board meetings to an every other month schedule. <b>Vote:</b> CARRIED</p>	