



## Minutes

### Gadbrook Park Executive BID Meeting

**Meeting:** Gadbrook Park Executive Board  
**Date:** Wednesday 5<sup>th</sup> February 2025  
**Time:** 12:00pm  
**Location:** MIS

Name	Company	Name	Company
Chris McLaughlin (CM) (Chair)	MIS Ltd	Gill Williams (GW)	CWAC
Fran Johnson (Treasurer) (FJ)	WR Partners	Hugh Shields (HS)	Groundwork CLM
Louise Blackham (LB)	RMG	Jane Hough (JH)	Groundwork CLM
Julie Senior (JS)	Npors	Stephanie Leese (SL)	Groundwork CLM
Dave Brooks (DB)	Turnkey	Jo Russell (JR)	Stoford
Mike Roberts (MR)	Frank Roberts	Chris Sinton (CS)	Stoford

#### Apologies:

Mike Bracegirdle (MB) - Butcher Barlow

Tom Henderson (TH) - Weaver Vale Housing Trust

		Actions
<b>Welcome Apologies Approval of Minutes</b>	<p>CM welcomed everyone to the meeting and to MIS.</p> <p>Apologies were received from MB &amp; TH.</p> <p>Conflicts of interest: There were none.</p> <p>Actions: all have been completed bar the CCTV Proposal from Onetek, which came in just before the meeting. This is a £38k project and JH would recommend a task and finish group to look at the proposal. FJ will look at the proposal in terms of the financial implications and CM will look at the technology aspect.</p> <p>The Minutes from the previous meeting were approved as a true and accurate record.</p>	<p><b>Action:</b> AG to lead on a task and finish group with FJ and CM on CCTV.</p>
<b>Stoford Land</b>	<p>Stoford presented on the plans for the land to the south west of Gadbrook Park. Stoford are a national developer.</p> <p>Currently undertaking a public consultation exercise. The land was allocated in 2019 for employment uses. A series of assessments have been undertaken over the past 12 months. Will require a left and right access out of the site.</p> <p>As part of the policy have been asked to safeguard some land for a future train station on the railway line.</p>	

	<p>B2 and B8 principally as opposed to offices. Not looking to compete – it will be manufacturing and warehousing. Planning applications can take time, along with 18 months minimum construction. Unless there is a site half way through the planning process then Stoford won't offer any units. Detailed occupier discussions will be had once planning permission is achieved.</p> <p>There is a capacity issue and timing/money issue with power. Need a big enough company to offer an interest in order to be able to fund power/highways infrastructure.</p> <p>110,000 sq.m. Looking at two development plots to make the site attractive to potential occupiers. Looking at a new road in the middle linking to the station along with bus route connections with potential connections in the future to Gadbrook Park. Plots are 22 hectares. Building heights of up to 24m. Looking at improved sustainable draining.</p> <p>Looking at a signal controlled traffic light junction. Transport surveys and modelling has been scoped by CWAC Highways.</p> <p>CM advised on providing significant parking and looking carefully at the exit. Stoford have lockable gates at the entrance to business parks. Shift patterns are different – usually 7-2, 2-10 etc. Would not want additional HGVs using Gadbrook Park to park – need to have holding bays for the HGVs using the site.</p> <p>Have previously been able to manage HGV movements with ANPR cameras and fines if they are on a road they are not supposed to be.</p> <p>MR – will the buildings be leased or sold? Stoford don't retain any buildings.</p> <p>Station land will be safeguarded – Stoford won't be developing the station.</p> <p>Planning approval planned for Autumn 2025.</p> <p>Nearer the time – a formal name will be decided.</p> <p>CM thanked Stoford for their time.</p>	
<p><b>Freight Issues and Opportunities - CWAC</b></p>	<p>Paul Davison from AECOM presented on freight opportunities. AECOM has been commissioned by CWAC to look at opportunities in the borough – not just limited to roads. Work is due to be completed by April 2025. Looking to decarbonise. PD explained the data identification and analysis. Looking at enhanced rail freight –</p>	

	<p>particularly from Origin Business Park. AECOM will be understanding stakeholder views. The next step will be a survey and one to ones (discussions over Teams). An evidence document will then be produced. Anyone can complete the survey.</p> <p>The incinerator at Lostock is not utilising rail as freight movements at present which it should be looking at doing in the future.</p> <p>MR – hydrogen engines are the way forward for commercial HGV vehicles. Currently no hydrogen provision in CWAC.</p> <p>The board thanked PD for his time.</p>	<p><b>ACTION:</b> HS to send out the transport survey.</p>
<p><b>Finances</b></p>	<p>JH outlined the finances. Invoices were raised on the new BID levy for the new BID term for BID 4. The invoices came out in November/December. Raised an invoice for CWAC from Nov – 31<sup>st</sup> March 2025 – this has been submitted to CWAC and are waiting for this to be paid.</p> <p>Will need to keep a healthy surplus for the end of the BID term in 5 years time. £226k of expenditure has been committed. £161k has been spent already. Committed income of £281k. The BID levy leaflet was pro-rata for Nov-end of March. A new one will be sent in April for 12 months. Current surplus is £27k. Should be more at the year end.</p> <p>AG has a meeting with Alpha Omega in February and will discuss what the NI increase will mean in terms of cost implications. FJ asked if there is anything in the contract regarding them being able to put up their costs for increases in NI. JH – AG will speak with Alpha Omega to understand further. FJ – this should be on the employer not the BID to cover.</p> <p>CM – should the BID be funding the BID 4 development costs? JH – The management fee from Groundwork covers the management of the BID. In terms of BID development – there is additional capacity from GK and JH required which is not covered in management fees. The BID 4 Proposal was approved by the board which includes the cost of developing the Business Plan. CWAC are paying for the ballot costs. Traditionally the BID has always funded the development work.</p> <p>CM would find it helpful to see a breakdown of what the costs are for themes/subthemes in the finance report going forward.</p>	<p><b>ACTION:</b> AG to speak with Alpha Omega to understand any cost implications of NI increase.</p> <p><b>ACTION:</b> JH to look at the BID 4 Proposal document approved by the board and re-share.</p> <p><b>ACTION:</b> AG to include a breakdown of what costs are relating to for themes/sub themes in finance reports going forward</p>
	<p>HS went through the BID Manager’s report.</p>	

**Project Update Report**

**Security:**

An encampment arrived on the Barclays site on the 3<sup>rd</sup> January. Those present have caused significant destruction. HS has met with those overseeing the sale of the building. Would like to know if the BID would support if the building was demolished and replaced with smaller units? The board were in agreement this was the best option. The company that owns the plot now provide their own security. They are linked in with the BID's security. The police enforced and ensured the encampment moved on.

During the year, security attended 27 alarm call outs. There were only 3 reported crimes on Gadbrook Park during 2024.

HS has reported the lights that are out on the Business Centre. GW was informed the lights would be repaired today.

DT has spoken to Lee Thomas regarding a wayleave agreement. CWAC will not provide a wayleave agreement. As a result, everyone is forced to use OpenReach. HS and GW have been trying to push this forward. LB advised going straight to the Ombudsman.

Estate Entrance: Edward Fifield spoke with HS regarding the entrance. The only work that has been completed was strimming in September and then nobody came back. Fified Glyn have got a quote for the work for £2k and are happy to get the work done if the council agrees to pay the money. Somebody has been commissioned to do the work by the council – GW is concerned the work has not been completed by the work has been paid for. Will see how Nathan Pardoe replies before this is escalated. HS's concern is that Fifield Glyn would commission the work but the council wouldn't pay.

Landscaping will start in March on Gadbrook Park with Tree Muskateers. HS would like the BID to put up two banners near Arabica to promote the BID.

PropertyWise will be putting up a screen in the security hut for privacy.

John Fifield has sadly passed away. HS will be attending the funeral on the 21<sup>st</sup> February at 2:30pm at Crowton on behalf of the BID. FJ – it would be a nice idea for a memorial bench or a plaque with cherry trees planted in memory of John. The area in question is Osbourne House's land. Could also put proposals forward to naming a new road after John.

FJ – will hanging baskets be installed again in the summer? HS – yes they will be.

**ACTION:** HS to speak with Stoford regarding the unit regarding development opportunities.

**ACTION:** HS to come up with some plans and costings regarding the memorial for John.



	<p>It was agreed to replace Bike to Work day with a different event going forward due to low participation and the closure of Arabica Caffe – a community BBQ instead in the summer months was suggested by CM.</p>	<p><b>ACTION:</b> HS and SL to look at community BBQ event for the summer</p>
<p><b>AOB &amp; Date of next meeting</b></p>	<p><b><u>AOB</u></b></p> <p>CM is looking to move locations to elsewhere on the park and the SEN school is looking to rent out the MIS offices.</p> <p>CM thanked all for attending and closed the meeting.</p>	

**Date and time of next Executive meeting:** TBC.