



Minutes

Gadbrook Park Executive BID Meeting

Meeting: Gadbrook Park Executive Board
Date: Wednesday 15th July 2026
Time: 12:00pm
Location: Butcher Barlow

Name	Company	Name	Company
Chris McLaughlin (CM) (Chair)	MIS Ltd	Julie Senior (JS)	Npors
Louise Blackham (LB)	RMG	Dave Brooks (DB)	Turnkey
Mike Roberts (MR)	Frank Roberts	Adam Gerrard (AG)	Groundwork CLM
Mike Bracegirdle (MB)	Butcher Barlow	Hugh Shields (HS)	Groundwork CLM
Tom Henderson (TH)	Weaver Vale Housing Trust	Stephanie Leese (SL)	Groundwork CLM

Apologies

Fran Johnson (Treasurer) (FJ) - WR Partners
 Nathan Pardoe (NP) – CWAC
 Gill Williams (GW) - CWAC

		Actions
Welcome Apologies Conflicts of Interest Approval of Minutes	CM welcomed everyone to the meeting. Apologies were received from GW and FJ. Conflicts of interest: There were no conflicts of interest. The Minutes from the previous meeting were approved as a true and accurate record. Actions from previous meeting: • HS – All of the lights are now fixed apart from the AlphaBond light. HS will continue speaking with GW regarding this. • HS has spoken to Alphabond regarding joining the board. HS has sent information on being a board member and invited Alphabond to the meeting but has not had a response. • HS has established which businesses are open on Saturday. Several businesses have been given the code for the gate. • SL has spoken to the Fish Shack who are interested in coming every Thursday on to the Park. JS is happy for the truck to park up at Npors and use the plug. • CM – there needs to be a breakdown of the service charge which Property need to provide. DB and the board agreed DB will submit a FOI to the council requesting the breakdown of the service charge. MR – are there any other comparable	ACTION: HS to speak with GW regarding the light outside AlphaBond. ACTION: DB to send the FOI to the council regarding the service charge on Dalby Court.

	areas where there are service charges with CWAC and whether they do any maintenance? • HS – has sent an invite to Hayley Owen to the AGM. • HS – has asked PropertyWise to move the defib from MIS to the Security Hut. HS to speak to Northwich Town Council regarding moving the defib to get a price comparison. • AG – has looked at interest applied to BID levies if businesses don't pay. It is a statutory debt so interest cannot be added – apart from court costs and fees. Courts are unlikely to apply any debt due to the type of debt it is. For the re-ballot could consider adding this. It must be in the proposal document, reminders and levy leaflets. AG is currently waiting for a debtors ledger.	ACTION: HS to speak to NTC to move the defib from MIS to the Security Hut (outside).
Finances	AG – The previous years accounts are with FJ and will be done at the start of August. The year end position has been reviewed and the carry forward is looking to be £55k. In terms of the final payment for 25-26 the collection rate was 92%. 80% payment has been applied for 26/27. AG will email out what the current collection rate is. Theme 1 is overspending on the monitoring of the CCTV system as the cost from the supplier went up, however the security costs didn't go up. The security hut has undergone maintenance and electric work which have added to the costs. There have been no substantial changes for themes 2 or 3. Income has been broken down to provide more detail. Current year BID levy and prior year BID levy is also included. If a business leaves, the levy goes over to the landlord which could impact the BID if the landlords are hard to get hold of.	
Project Update Report	HS went through the BID Manager's report. <u>Security:</u> • There was an issue with an alarm going off on Royal Court • There were no security issues on the bank holiday • There have been 3 crimes on the park since January. • Article 4 has been approved by cabinet – JH provided a speech to the cabinet. <u>Supported and Connected Business Community:</u> • FMG and PetroStrat are both leaving the park. <u>Greener and Cleaner:</u> • Hanging baskets are up for the summer	

	• HS will look at the benches as they are looking weathered even though they have been recently painted • Home Instead are wanting to build units on the car park at Brunel Court – planning permission has gone in. • JS – there is an issue with rats currently at Brunel Court due to the bins. CM asked what was happening with Barclays. HS has been told CallCare are taking over the site. HS has not been able to get hold of the owner.	
AOB & Date of next meeting	A member of staff from Chrysalis has sadly died and the funeral procession will be going around the park on Friday. Roberts will be moving out of Litchfield House by the end of the week. MIS building sale is still going through. MIS have moved to Century House. SL will speak to CM regarding training room hire. CM thanked all for attending and closed the meeting.	

Date and time of next Executive meeting: AGM – 23rd September at WR Partners (12:30pm). Executive Board – 11th November at WR Partners (12:00pm).