

Tisbury Shadow Community Operations Board
Meeting Room, Tisbury & District Sports Centre
18:00 Thursday 15th January 2015

Meeting notes and actions

COB members present: Tony Deane (TD – Chair), David Wood (DW), Richard Beattie (RB) Felicity Corp (FC), Lydia Porter (LP) , Liz Coyle-Camp (LCC)

Wiltshire Council Officers: Steve Harris (SH), Ceri Williams (CW), Linnet Parsons (LP)

Build Team: Andy Gough (AG)

Agenda item	Notes	Actions
<p>1. Apologies and introductions</p>	<p>TD welcomed all to the meeting and introductions were given.</p> <p>Owen Taylor (Rydon Construction) and Peter Smart (PS) offered apologies.</p> <p>TD advised that dates of project remain the same. Build due to be completed by end of 2015, aiming for official opening in mid-March 2016.</p>	
<p>2. COB member changes</p>	<p>TD advised that COB need to consider additional members for a future governance body, including those from the wider community area.</p> <p>TD has asked Andrew Staley to consider whether Sally Naish could become representative for St John's Primary School.</p> <p>Lydia Porter has been nominated as representative from the swimming pool.</p> <p>ACTION – COB to organise roadshow to go round Parish Council meetings with presentation on future campus. SH to put calendar of Parish Council meeting dates together.</p>	<p>SH / COB members</p>
<p>3. Notes of previous meeting</p>	<p>Progress on actions from last meeting:</p> <p>Branding/logo actions to be picked up under item 5.</p> <p>SH has shared cabinet paper on campus programme update with COB members.</p> <p>RB asked for clarification on whether there would be a campus manager. CW advised that model in Corsham was to do a 'lift and shift' where leisure centre manager took responsibility for building. Wiltshire Council is looking at future operational models; new internal board has been tasked, to begin at start of February 2015.</p>	
<p>4. Branding update</p>	<p>Linnet Parsons, Marketing Officer, Wiltshire Council</p> <p>LP explained that from the initial ideas given some logos have been designed, but all ideas are still open to change from the COB.</p>	

	<p>Discussion held about whether Tisbury should be used in the name or a wider geographical name such as Nadder. It was concluded that the group wished to appeal to the wider community area and that having the name 'Tisbury' might not convey that.</p> <p>LP shared the logo designs. Preference was expressed for the trout logo. Members also asked for a Fonthill Arch version to be produced. Agreed that name will be either 'Nadder' or 'Nadder Valley' Community Campus.</p> <p>TD suggested that community be invited to choose final design from shortlist. ACTION – LP to provide new designs to SH, to circulate to COB for approval before going out to communities.</p>	LP / SH
<p>5. Project Manager update</p>	<p>Andy Gough, Provelio</p> <p>Rydon commenced work on 5th January 2015. Contracts signed, Rydon have put team in place and looked at key orders/developing design. Health and safety plans/requirements considered. Most of activity to date has been setting site up. Hoarding due to be complete by 21st January. Demolitions will start first week of February. Groundworks will also start at same time. On programme at present.</p> <p>Monthly sit down progress meeting with contractor, but contact is as/when required.</p> <p>TD asked CW for an update on the swimming pool. CW advised that FM (Facilities Management) team have been commissioned to go through fine detail of what is required. ACTION – CW to provide further details once information received from FM. Plan is for works to be done over next two winter periods, with the pool still being able to open in between.</p> <p>AG advised swimming pool works are a separate programme to the campus but there will be some interface where appropriate e.g. design.</p> <p>RB suggested that roadshow to Parish Councils also provides information about the swimming pool works.</p>	CW
<p>6. Current issues for COB discussion</p>	<p>- TAG (Tisbury Arts Group) update</p> <p>CW provided an update in respect of asbestos under the Nadder Hall stage where TAG stored costumes. AG advised Rydon have currently been granted access to whole site except room in question, which remains contained.</p> <p>CW advised that TAG have collected props. Assurances have been made by Wiltshire Council that if costumes are destroyed they will guarantee to cover cost of hiring to ensure upcoming pantomime goes ahead.</p> <p>TAG have advised they wish to destroy the costumes based on information received. CW continuing to liaise, process is time limited as it cannot be allowed to affect the build programme. AG advised final date deadline will be provided by Rydon on Monday.</p>	

	<p>- Parking / transport strategy</p> <p>CW advised risk of residential parking taking place at campus, do not believe there is currently an order in place so this will be looked at.</p> <p>LP asked about parking for swimming pool during build stage. ACTION – CW to follow up.</p> <p>DW provided update on current skate park plans; Parish Council is looking at the park being sunk into the ground to reduce noise. FC advised planning permission not yet received. ACTION – TD to liaise with Andrew Guest (Wiltshire Planning)</p> <p>- Business incubation units</p> <p>SH has contacted previously interested applicants to get their input to the process of designing the new units. COB agreed for this consultation to go out further. LCC suggested that may need to go out on foot to contact local small businesses rather than expecting them to make response. ACTION – SH to work with LCC to contact local small businesses for further input.</p> <p>CW advised that issues such as pricing will be looked at from a local perspective to make sure the offer is correct.</p> <p>- Volunteering / apprenticeship strategy</p> <p>CW advised part of long term sustainability model of campuses. Aim is to enable volunteers to work across different services within the campus.</p>	<p>CW</p> <p>CW / SH / TD</p> <p>SH / LCC</p>
<p>7. Future meeting schedule</p>	<p>Suggestion is that future COB meetings will take place on Wednesdays. ACTION – SH to provide details of next three meetings. SH to send out Outlook invitation – 6 weekly meetings for next three, with a move to monthly meetings closer to the opening date. Wednesday 25th February for next meeting, 6pm start.</p>	<p>SH</p>
<p>8. AOB</p>	<p>CW suggested the COB consider involving Angus MacPherson and other police staff in plans for opening. TD emphasised need for local officers to be included.</p> <p>CW advised the Police logo has been included within Corsham campus logo.</p> <p>DW asked where the dentist enquiries had got to. CW advised that discussions were taking place at a high level within Wiltshire Council to consider all options with various partners across the whole campus programme.</p> <p>LCC asked whether a webcam could be fitted to show progress on the build. ACTION – AG to enquire with Rydon.</p>	<p>AG</p>