

**Nadder Centre Board meeting**  
**Tisbury & District Sports Centre**  
**6pm, Monday 25<sup>th</sup> April 2016**

**Meeting notes and actions**

**NCB members present:** Cllr Tony Deane (TD), David Lacey (DL), Felicity Corp (FC), Richard Beattie (RB), Peter Smart (PS), Bridget Wayman (BW), Ralph Arliss (RA), Sally Naish (SN).

**Wiltshire Council Officers:** Steve Harris (SH), Craig Angel (CA)

Agenda item	Notes and actions	Who?
1. Apologies	David Wood, Simon Davison, Clare Barham sent apologies.	
2. Notes from previous meeting	<p>These had been circulated in advance of the meeting.</p> <p>RB asked about extra parking by the side of the building. <b>ACTION - TD advised he will be following this up as no variation order has been made.</b></p> <p>RB asked about the catering. SH advised two local businesses interested but not willing to commit to providing a member of staff. Have also been making enquiries with individuals but none have so far been willing to take on commitment. SH asked for any further contacts known locally to be provided.</p> <p>BW suggested that young people could run an offering during the summer months to get it up and running. SN advised a local soup kitchen has been started once a month, which would be good to run in the Centre in future.</p>	TD
3. Build update progress	<p>A site visit took place before the meeting.</p> <p>SH advised the recent update given at the Area Board meeting in March is now available online. Still on schedule given in that presentation at current time.</p> <p>SH provided details of current planned dates for services to move in as detailed in the presentation.</p> <p>FC advised that library volunteers have been told it will take 6 weeks to arrange fit out of new space once keys are handed over to Wiltshire Council.</p> <p><b>ACTION – SH to enquire what library move in plan is (why 6 weeks required following handover)?</b></p>	SH
4. Comments on site visit	<p>Very positive feedback received from those that attended.</p> <p>Questions raised:</p>	

	<p>Boxing for corner upstairs room  Door for pre-school opens for 3 year old (unaided)?  Black out for hall if doing performances in summer (windows in childrens' centre room)  Staircase in old building, danger to heads  Benchmarking – already happening?</p> <ul style="list-style-type: none"> <li>- Request to have cover in the corner of the mezzanine room to hide what is currently visible.</li> <li>- SN advised that when an extension was carried out in a previous school they were picked up on the fact that their external door was not able to be pushed open unaided by a three year old to allow ease of movement. Clarification needed for pre-school external door.</li> <li>- Will the main hall will be dark enough for performances/shows in the summer months. Will the curtains black out light and particularly will there be an issue with light coming from the medium MPAS window behind the hall?</li> <li>- Staircases in old building, danger to people bumping their heads. Will something be done to address this (warning sign/protection/work to amend)?</li> </ul> <p><b>ACTION – SH to follow up.</b></p>	<p><b>SH</b></p>
<p><b>5. Introduction to Craig Angel, Leisure Operations Health and Wellbeing Manager</b></p>	<p>TD introduced CA.</p> <p>CA explained that 4 July 2016 will see handover of building, 3 week period for kitting out new building. Looking to keep any closure between the two buildings down to maximum 2 days.</p> <p>CA advised that he will have management responsibility for the building, his staff will be key-holding.</p> <p>RB asked about existing sports centre building. SH advised that there are ongoing negotiations and as soon as there is any information that can be communicated publically it will be.</p> <p>Concerns raised about retaining the existing sports centre building.</p> <p>PS raised concern about not all services moving in at the same time and the impact this will have on people coming in.</p> <p>Concerns raised about costs. SN/DL raised concern about Moviola, SH advised conversation taking place to liaise between local group and Council. Concern that local groups will not use the facility.</p> <p><b>ACTION – NCB recommends that Area Board supports a local charging rate that takes into consideration the charges of local halls.</b></p> <p>RA reported grand piano gone to Wardour Chapel. Local board wish to see it returned to the building.</p> <p><b>ACTION – SH to enquire.</b></p>	<p><b>SH</b></p> <p><b>SH</b></p>

	<p>PS asked about staffing. CA advised it has been agreed to recruit for reception during busy hours (Mon – Fri 4 – 10.15pm). CA advised that demand will be gauged following implementation. FC reported that library have been told there will always be somebody on the desk when library not open. RB asked how many staff will be on at any one time. CA advised up to 4 leisure staff at any time.</p> <p><b>ACTION – SH to feedback concern about reception staffing (what about Customer Services involvement?). Explore possibility of having volunteers to meet and greet users of the building.</b></p> <p>BW made suggestion to employ somebody using Area Board funding.</p> <p>DL asked about maintenance/caretaker. CA advised that team will be responsible for day to day management and will report any issues to Facilities Management team.</p>	SH
<p><b>6. Tisbury History Society</b></p>	<p>SH explained that room originally intended for History Society on first floor has now become available again. SH asked members whether they still wish to see History Society take this space.</p> <p>Group agreed that they would like to see History Society take that space.</p> <p><b>ACTION – NCB recommends that Area Board supports proposal to see Tisbury History Society allocated space on the first floor.</b></p>	SH
<p><b>7. Community Engagement update</b></p>	<p>SN asked about Weaveland Road. SH reported that Highways have not currently programmed works, but there is an opportunity for the Area Board to prioritise the road on its major maintenance list.</p> <p><b>ACTION – SH to enquire why road improvement not included as part of programmed works.</b></p> <p>SH reported that representatives from Wiltshire Council’s communications team were currently carrying out a marketing exercise for the Centre. An updated marketing/communications plan will be produced and SH will share with NCB members.</p> <p>SH reported that Amazon were currently investigating whether lockers would be required for the Tisbury area. TD mentioned the Centre having the ability to receive other deliveries too.</p> <p>TD updated re. police who have expressed an ambition to have a presence at the Nadder Centre.</p>	SH
<p><b>8. Volunteering within the centre</b></p>	<p>SH is meeting an officer from Wiltshire Council’s Highways team on 26.4.16 to explore options for volunteers to work on the community garden.</p> <p>SH advised that there is an initiative to establish a ‘Friends of Corsham Campus’ and suggested a similar group could be</p>	

	encouraged for the Nadder Centre.	
<b>9. AOB</b>	<p>DL asked about involving wider community. SH advised there will lots of opportunities for tours once keys are handed over. TD requested promotional budget for tours to provide refreshments etc.</p> <p><b>ACTION – SH to make enquiries.</b></p> <p>FC asked about grand opening. TD advised this is likely to take place in Spring/Summer 2017. SH advised there will be various other events before then; e.g. pre-school open day.</p> <p>SN advised that on 15.5.16 there is a ‘four villages fete’. SN is also local link secretary. SH to attend if possible.</p> <p>Next meeting date agreed - Monday 6<sup>th</sup> June 2016.</p>	<b>SH</b>