

Nadder Centre Board meeting
Tisbury & District Sports Centre
6pm, Monday 4th July 2016

Meeting notes and actions

NCB members present: Cllr Tony Deane (TD), Cllr Bridget Wayman, David Lacey (DL), Peter Smart (PS), Richard Beattie (RB), Felicity Corp (FC), Clare Barham (CB)

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

Agenda item	Notes and actions	Who?
1. Apologies	David Wood, Sally Naish, Lydia Porter, Liz Coyle-Camp, Simon Davison sent apologies.	
2. Notes/actions from previous meeting	SH advised that crockery requirements would be considered as part of the overall marketing plan/strategy for the centre. TD asked whether wine glasses will be provided and felt it was important to ensure that there is a provision for alcohol. ACTION – SH to clarify	SH
3. Build progress update	SH gave update. Target date for building handover is now Monday 1 st August. There is a risk to this due to a subcontractor going into liquidation. Rydon are directly taking on as many of the contractors as possible, engaging successfully with 16 out of 18 supply chains so far. Programme dates with G4S to commission the fire alarm system not yet agreed; until the fire system is commissioned the fire certificate cannot be issued and the build cannot be operational/open to the public. Rydon hope to confirm commissioning dates by 8 th July. All fit outs and deliveries will continue to take place as planned. It has been identified that a water tank/booster is required to increase water pressure to meet minimum requirements set by Wessex. This is not on the critical path and will not affect any opening or commissioning dates. There is no indication from Rydon that any remedial work will affect handover of the building. CB asked whether this would affect pre-school open day. SH advised no indication of this at current time. RB asked why exterior landscaping was not completed by planned handover date (4.7.16). RB asked about existing sports centre. SH advised decision not yet made, sports centre building demolition has been removed from Rydon programme but any change to the original planning application will require consent in due course. PS questioned what will happen to the old sports centre building if agreement is not reached. FC raised concern about security, because of vandalism in the past. PS asked whether details of the move-in programme to the Nadder Centre could be shared with the NCB, TD supported this request. ACTION – SH to request move-in programme to be shared with NCB.	SH
4. Business Incubation Units	SH advised that pricing list, register of interest form and marketing leaflet have been sent to those who have previously expressed an	

	<p>interest, as well as through local business chambers, community network, via social media.</p> <p>2 register of interest forms already returned.</p> <p>CA advised new processes for taking payment are being agreed. SH advised new lease agreements currently being drawn up.</p> <p>SH asked NCB members to promote locally.</p>	
5. Army Cadets	<p>SH advised of recent conversations taking place.</p> <p>Army Cadets have been told their lease at the old police station will expire in September 2016 and are looking for alternative accommodation.</p> <p>They require secure area for security cabinet and other storage. SH advised that secure corridor originally intended as police store is currently void so may be an option.</p> <p>Cadets also require rooms for activities, which can be hired.</p> <p>One activity which is very popular with the Cadets is air rifle shooting.</p> <p>TD asked for views of NCB members.</p> <p>No objections – NCB members were supportive of the Army Cadets using the building, including for air rifle shooting as long as the necessary safeguarding measures were put in place, and shooting did not take place in view of the public.</p> <p>ACTION – SH/CA to explore further.</p>	SH/CA
6. Naming of rooms	<p>SH advised that the Area Board are to nominate names for the rentable rooms at its meeting on 27th July. SH asked NCB members whether they wanted to involve the local community, targeting local groups and potentially giving a prize to eventual winners.</p> <p>NCB members felt that the value of such an approach could be affected by ill-feeling e.g. if names were not chosen.</p> <p>NCB members proposed using local parish names e.g. Fonthill, Donhead</p> <p>ACTION – Area Board members to agree names at meeting on 27th July.</p>	SH/TD
7. Café/food offering	<p>SH provided update.</p> <p>Pop up café has been offered by local resident who is interested in offering a full-time service if it can be shown to be financially viable. Initially they can only support events at weekends.</p> <p>Nadder Valley Pizzas have expressed an interest but are concerned that Tisbury is not the best location for delivery service to local area. Site visit to be arranged. BW pointed out that Tisbury presented more potential customers than currently served from Dinton.</p> <p>Local business option to provide lunch services has not been agreed at the current time.</p> <p>TD proposed that upgraded vending offer is installed initially and footfall then assessed.</p>	
8. Tisbury History Society update	<p>SH advised waiting for response to proposal submitted. SH will continue to chase.</p>	
9. Nadder Centre promotion	<p>TD asked about membership and how it will be compared for impact of moving over. CA advised latent demand figure is 360 members, started with 80 in Sept 2015, now at 140 members.</p> <p>Pre-sales campaign – customers have to sign up from mid-July up until opening in order to get free one month membership.</p> <p>TD asked if NCB can be kept up to date with figures. CA advised that this would be ok as figures are produced monthly.</p> <p>RB asked about library visits. FC advised footfall recorded in current</p>	

	<p>location.</p> <p>PS asked whether meeting latent demand figure was required in order to fund the running of the centre. CA advised that key part of aim is to increase health and fitness as well as raise income.</p> <p>CA advised recruitment to new posts has taken place. Reception will be manned by a Receptionist from 16:15 to 22:15 Monday - Friday. At other times staff from the Leisure team (red shirts) will cover reception duties. TD suggested that use of volunteers can be addressed after the initial build up period.</p> <p>SH advised an information flyer is to be produced with details of rooms and prices. CA has some discretion on prices working within the pricing policy, bearing in mind income from hire is required to make the building financially sustainable.</p> <p>Marketing leaflet will provide overview of full centre – due to be ready before 12th August (pre-school open day)</p> <p>ACTION – SH chase up re. proposal for Moviola to rent space.</p>	SH
10. Community engagement update	<p>SH advised about plans for tours for local groups/key stakeholders, followed by tea/coffee and the opportunity to ask any questions.</p> <p>ACTION – SH to contact all local groups to ask them to register interest in a tour.</p> <p>NCB members felt that it would be better to wait until all services moved in before doing this to create the best impression, so tours could take place in November according to current timetable.</p>	SH
11. AOB	<p>DL advised young people (S4S) have been constructing a large fish out of papier-mache. Suggested it could be displayed in the new centre.</p> <p>DL asked whether Tisbus could be used for transport and TD suggested this could potentially be subsidised.</p> <p>ACTION – SH to enquire what promotional funding is available.</p> <p>Alternatively may need to look at hiring vehicle for a few weeks?</p> <p>Next meeting to take place on Wednesday 10th August 2016, 6pm at Tisbury Sports Centre.</p>	SH