

Salisbury Shadow Community Operations Board Meeting Notes

8th September 2014

City Hall, Salisbury

Attendees: Salisbury Shadow COB: Patricia Fagan, Mike Claydon, Cllr Richard Clewer**Wiltshire Council:** Rhys Schell, Steve Milton**Arup:** Phil Hodgson**Apologies:** Debrah Biggs, Cllr Matthew Dean, Bobbie Chettleburgh

Notes	Actions
<p>1. Welcome and introductions</p> <p>Patricia welcomed everyone to the meeting.</p>	
<p>2. Notes of the last meeting</p> <p>The group discussed the actions from the last meeting and approved the content.</p> <p>Rhys confirmed that the interior designer would now be attending the following COB meeting on Monday 29th September and that this causes no delay to the programme. Patricia stated it would be beneficial to have someone in attendance who is aware of specific requirements for people suffering from conditions such as dementia, which might impact design decisions. Steve mentioned that he has a contact who would represent this sector well.</p> <p>The community bus option was discussed. Richard explained that it was a planning condition to ensure a service was provided and swift action was required. Richard suggested a meeting between Phil Grocock, Ian White and Patricia, which Rhys is to facilitate.</p> <p>Patricia mentioned that at the previous meeting the option of providing community bikes was discussed favourably. Richard warned that costs can be prohibitive on these types of schemes but welcomed further detail and discussion. Steve stated he would speak with local clubs and shops to gauge interest in a community partnership to deliver such a scheme.</p>	<p>Rachel/ Rhys to publish the meeting notes on the website</p> <p>Steve to invite colleague to next meeting re: dementia awareness</p> <p>Rhys to organise community bus meeting.</p> <p>Steve to discuss community bike scheme with some local groups.</p>
<p>3. Confirmation of Branding</p> <p>Karen Hodder was unfortunately unable to attend the meeting. Rhys updated that the amended logo from the previous meeting would be sent around electronically for the COB to sign off. All agreed on approach and will need a quick response from members to ensure leaflet is ready for Area Board meeting on 18th September.</p>	<p>Rhys to circulate updated logo once received from branding for final agreement.</p>
<p>4. Build update</p> <p>Phil provided an update from the build programme. The update meeting between Rydon and partners on Monday 1st September had been successful and leisure reported that no significant issues had been experienced on site.</p> <p>Phil stated that Rydon have contacted local residents already to outline the work schedule, and would be following this up in September to advise of some pilling work which is potentially quite noisy. This will take place in early Oct.</p> <p>The overflow car park is now in operation which relieves some of the pressure</p>	<p>Rhys to complete advertising consent form for hoardings and get sent off as soon as possible.</p>

<p>of lost car parking elsewhere on the site.</p> <p>The temporary gym will be erected on site in mid to late October and this will house all of the current gym equipment. This is to allow the build to take place in the current gym and dryside changing area. The temporary gym will be in use for approximately 26 weeks.</p> <p>Rydon reported that they are very slightly behind programme, however, they have a recovery schedule in place to make this up.</p> <p>It has been confirmed that advertising consent is required for advertising to be placed on the hoarding boards. Rhys is to complete the advertising consent form and send off as soon as possible.</p>	
<p>5. Preparation for the Area Board meeting on the 18th of September</p> <p>Patricia is unable to attend the Area Board meeting and will ask Debra to step in to deliver presentation.</p> <p>a. Presentation</p> <p>Rhys has drafted the presentation which includes slides on build update, COB recruitment and the young person's project. Will send across to Patricia and Richard for further comment.</p> <p>b. Display stand at health fair</p> <p>Rhys to work with Karen to ensure updated flyer is available for the Area Board meeting. Text is to remain largely the same, however a slight amendment to be made to emphasise the delivery of day opportunities services.</p> <p>Rhys to bring the cardboard model of the campus, a display board of information and expression of interest forms to the community event on Wednesday 17th September, which can then be taken across to the Area Board the following day. Patricia to confirm who will be available to collect items.</p> <p>c. Funding bid – Young person's project</p> <p>Steve updated that he has received an update for the Area Board application from Peter Tyas, and they are currently finalising the details. The application will be seeking a decision in principle from the members at the meeting on 18th September. Patricia explained that she would like to ensure this opportunity is widely advertised to artists. Rachel and Steve to work with Peter Tyas to confirm. Rhys to add a slide into the presentation to mention this project.</p> <p>d. COB membership – next steps</p> <p>Rhys to print off expression of interest forms and bring with rest of information for the community event and Area Board. Ideally looking to attract two new members to the group.</p>	<p>Patricia to speak with Debra regarding presentation</p> <p>Rhys to forward presentation and briefing note to Richard and Patricia for comment.</p> <p>Rhys to work with Karen to prepare flyer</p> <p>Rhys to bring all information to community event on 17th September</p> <p>Steve to work with Peter Tyas to finalise Young person's project application for Area Board.</p>
<p>6. Next meeting dates</p> <p>29th September 10am at City Hall. The meeting will discuss the interior design for cafe and foyer space and the proposed new gym layout.</p> <p>Patricia noted morning or afternoon meetings are the preference (10am or 2pm) as opposed to 12noon which is scheduled during October.</p>	
<p>7. Any other business</p> <p>None</p>	