

Notes

Attendees:

Organisation	Name	Attending
Paragon	Helen Jones – Associate Director	✓
	Rhys Montgomery – Project Manager	Apologies
Metnor Construction	Chris Johnson – Site Manager	✓
Alton Town Council	CLlr Bisi Eni-Olotu – ATC Ward Councillor	Apologies
	CLlr Pam Jones – ATC Ward Councillor	Apologies
East Hampshire District Council	CLlr Ginny Boxall – EHDC Ward Councillor	✓
	Sean Herdman Grant – Leisure Account Manager	✓
	Stephen Wiltshire – Development Management Team Leader	Apologies
	Ashton Carruthers – Development Inspector	Apologies
	John Geoghegan – Community Officer	✓
Everyone Active	Chris West – Contract Manager	✓
Treloars Estate Residents Association	Vicky Gilson - Resident	Apologies
Alton Cardiac Rehab Centre	Sarah Quarterman – CEO	✓

1. Introductions

Members of the meeting introduced themselves.

2. Minutes of last meeting & actions arising

All actions from the previous meeting had been completed.

Sarah Quarterman wanted to clarify *“The matter about the meter reading was me asking Metnor to take a water meter reading – whilst the project is on Metnor are responsible for our water bill because they are using our supply for wheel washing and dust suppression etc – and a reading was taken this time last year at the beginning of the project. We believe the meter is located next to lamppost 20 but I did not see it when the reading was taken.”*

3. Update on development

Helen and Chris gave an update. The exterior cladding would be finished in the next two weeks. Pool works were also progressing, with tiling being completed in the next two weeks. Internal finishes would start soon, with vanity units etc being installed imminently.

A planning application had been submitted on 15th July, with minor material amendments, and a decision was expected soon.

4. Parking arrangement during re-modelling

There would be a workshop on the afternoon of 25/07 to look at parking arrangements, so an update could be given at the next liaison meeting. Works in the car park were being considered earlier in the programme, following requests from members of this group.

5. Questions/concerns from the community

Following questions from the community, the following was raised:

- Sarah Quarterman requested that CRU's PAT testing was undertaken whenever the centre's equipment was being tested, as agreed previously;
- Sarah Quarterman was concerned that the wrong water meter was being read and that a proper reading hadn't been taken by the wholesale water provider since 2017, it was important to have accurate and agreed readings before the end of the project. Sean Herdman Grant confirmed this was in hand and was getting confirmation of the relevant readings soon. As a minimum, a "start" and "end" reading would be available;
- There was a cycle shelter installed by Metnor which blew away in the high winds in April. This was on Metnor's radar to replace;
- It would not be possible to share the fibreoptic broadband going in to the new centre with the CRU. Whilst the centre would have fibre cables within the building, this was "future-proofing" as currently the BT infrastructure serving the site wasn't necessarily all fibre-optic. Each installation was done by individual application, so it wouldn't be as simple as adding on a connection to CRU at the same time.

Action: Chris West to check when EA's PAT testing would be done

Action: Chris Johnson to ask the Metnor site electrician to come over to CRU when they're on site to undertake CRU PAT testing

Action: Chris Johnson to action the replacement cycle shelter at CRU

6. Date of next meeting

The next meeting was scheduled for 11:30 on Thursday 26th September in the cabin on-site at ASC. This was the suggested date for site tours. John Geoghegan would begin to coordinate the invitees to this tour.

Action: John Geoghegan to send Chris West a list of invitees to the centre tour, Chris to add to that list

The final notes from this meeting will be uploaded here: <http://www.adra.community/about-adra/documents-minutes>