

# Notes

Attendees:

Organisation	Name	Attending
Paragon	Helen Jones – Associate Director	✓
	Rhys Montgomery – Project Manager	✓
Metnor Construction	Chris Johnson – Site Manager	✓
	Charlie Sander – Marketing & Business Development Manager	✓
Alton Town Council	Cllr Bisi Eni-Olotu – ATC Ward Councillor	Apologies
	Cllr Pam Jones – ATC Ward Councillor	✓
East Hampshire District Council	Cllr Graham Hill – EHDC Ward Councillor	✓
	Sean Herdman Grant – Leisure Account Manager	✓
	Stephen Wiltshire – Development Management Team Leader	Apologies
	Ashton Carruthers – Development Inspector	✓
	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.

3. Update on development

Helen and Chris gave an update. The full steelwork frame had been constructed. The slabs had mostly been laid, the structure had been roofed, and curtain walling commenced. The project was on programme, due to open in January 2020.

4. Parking arrangement during re-modelling

Cardiac Rehab Unit expressed their thanks for the work that had been done to manage parking so far, and noted an improvement since the issue was raised at the last meeting. There would still be pinch points in the future, and this item should remain as an agenda item at subsequent meetings. Sean Herdman-Grant advised that he was still actively looking at a parking solution for phase 2 of the construction.

5. Questions/concerns from the community

Following questions from the community, the following was raised:

- Fixtures and fittings had not been finalised, but the architects had been liaising with Ray Daniels to ensure DDA compliance. This was a subject Everyone Active took very seriously;
- The new traffic management plan for the Butts Bridge works would come into place on 25/01/2019 until 01/09/2019. Metnor would be meeting with the construction company undertaking the works

on 14<sup>th</sup> February to see how the traffic management plan was progressing, and would maintain regular dialogue throughout;

- The drainage connection at Chawton Park Road had taken place as planned before Christmas;
- The instance of late working on site before Christmas was unplanned but necessary due to concrete being laid and subsequent need to complete work before the concrete went off. Metnor had issued explanations and apologised quickly after this breach. This was appreciated by residents;
- The lighting at the exit of the car park was broken – this was the responsibility of Everyone Active to resolve;
- The next iteration of the construction newsletter was due out in early February;
- There were issues with the barrier at the Cardiac Rehab Unit which could cause problems in the event of emergency vehicle access;
- Metnor offered three dates for community representatives to have a “tour” of the building site: 19<sup>th</sup>/20<sup>th</sup>/21<sup>st</sup> February. These would involve a briefing in the site office followed by 40 minutes on-site for 2 groups of 10 people;
- Local schools were being engaged in the construction project separately;
- Photographs would be taken throughout the construction process and used on the website <https://www.everyoneactive.com/centre/alton-sports-centre/>

**Action: John Geoghegan to liaise with Cllrs Jones and Hill and confirm a preferred date for tours & decide attendees**

**Action: Charlie Sander to send a copy of the tour invitation to John Geoghegan**

**Action: Chris Johnson to look into faulty barrier at Cardiac Rehab Centre car park**

**Action: Chris West to look at broken light at the car park exit**

#### 6. Date of next meeting

The next meeting was booked for 11:30 on Thursday 28<sup>th</sup> February in the cabin on-site at ASC.

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