

Marden Parish Council

New Community Facilities Working Group (NCFWG) Meeting
for the New Community Centre
on Tuesday 26 April at 19.00 in the Community Centre

Notes of the Meeting

Present: David Bennett (Chairman), Robin Brook, Chris Wathen, Geoff Nash

In attendance: Alison Sutton, Parish Clerk; Paul Neep from Architype

1. **Apologies** – Jess Tidball, Arthur Fraser, Sandra Gladwyn, Dave Lloyd, Stefka Glavcheva and Paula Barratt.
2. **Open Forum** – David discussed an email received from a parishioner about considering a turnkey option for a building and his reply, noting that having done some research such an option would probably not be that much cheaper and would be much less flexible to the needs of the parish. And in addition it could be much more difficult getting a lottery grant. The parishioner was content with David's response.
3. **Discussion with Architype about format of workshop**
 1. Confirm requirements of groups, refining not making major changes from previous questionnaire response – justification for storage space – secure, shelf, cupboard etc. process of testing previous information and space requirements to get best options
 2. Frequency of meetings in new facility – need to clarify that facility will be all day use and flexibility needed to change meeting days/times – **Chris will produce calendar of current use**
 3. Car parking requirements
 4. Catering needs.

Paul will bring large sheets with pictures of various spaces and post-it notes for comments.
4. **Representatives and arrangements for workshop**

Alison to contact last groups for representatives and do place cards for reps and NCF group members – name and which group representing
Alison – do agenda and sent to representatives to remind them

 1. Introductions
 2. Outline of the workshop
 3. General requirements for activities
 4. Next steps

Alison – flip chart stand, paper and pens – refreshments
Alison – draft one-page summary of expectations of lottery – community involvement through engaging vulnerable and isolated, providing activities, drop in, learning, IT workshops etc; justification for grant and evaluation; management – send to group to check.
5. **Next N&V copy** –
Alison to do.
6. **Next steps** –
For next community consultation need to give list of possible activities for people to identify what would be interested in supporting. Use pictures of spaces as well.
Consider securing the parking area at later stage.
7. **Next meetings** – Thursday 19 May at 7.00 pm in Community Centre; Thursday 9 June at 7.00 pm – venue to be arranged; Thursday 7 July at 7.00 pm in Community Centre; Saturday 25 June, 10.00-16.00 for Community Consultation event in Community Centre.