APPENDIX 1

**Notes of Amble Paddlers Improvement Project Meeting**

**Tuesday 21st July, 10.00am, Amble Town Council Offices**

1. Welcome – Cllrs H Lewis, K Morrison, P Robinson, J Watson and C Weir. Clerk E Brown

   NCC Green Spaces Officer ; Emma Evans

   Amble Community Team – J Shoemaker, A Hewitson

2. Project Update

- Site works update – There have been a couple of slight delays with deliveries and the project is 1.5 weeks behind schedule. The concrete has been crushed and has been used as a sub base. The steps, retaining wall and drainage are all in, the pump house has been removed. Grass matting is being used to pin the soil to the embankment slide. The fitness equipment should be delivered in the first week of August, as should the graphics.

3. Timescales

4. Future maintenance of the site, asset transfers and costs – The site would need to be checked daily during open season which was suggested to run from start of May to end of September. EE would check with water hygiene on suggested opening times.
NCC's NEAT team time was already stretched but costs would still be requsted.
The costs of the SLA and inspections were approx. £9,000 plus any call out fees. A red line site boundary plan and agency agreement would be prepared by NCC.

5. Opening Event – An opening event would be arranged for Saturday 29th August.

This would be an event aimed at locals. Park Leisure had offered to provide Personal Trainers to give demos on the fitness equipment. Invitations to NCC representatives would be forwarded to EE.

6. Publicity – The opening event would be publicised locally.

7. Any other business – The Prison has offered to make picnic tables, it was noted that signage should state that it is an unsupervised facility. Signage should direct to the toilets and dogs are not allowed. EE had forwarded EB required playground wording from Zurich.

8. Date of next meeting 11th August 2015 at 10:00 in the Council Officer.