



Date Not Specified

OLDWAY MANSION AND ESTATE WORKING PARTY

A meeting of **Oldway Mansion and Estate Working Party** will be held on

Wednesday, 20 March 2019

commencing at **2.00 pm**

The meeting will be held in the Harbour Meeting Room, Torquay Harbour Office
Beacon Quay, Torquay, TQ1 2BG - Harbour Meeting Room, Torquay Harbour
Office, Beacon Quay, Torquay, TQ1 2BG

Members of the Committee

Councillor Robson (Chairman)

Kevin Mowat

Councillor Carter

Councillor Sykes

Colleen Moon

Paul Hawthorne

Councillor Morey

Councillor Winfield

Louise Gilson

Mark Green

A prosperous and healthy Torbay

For information relating to this meeting or to request a copy in another format or language please contact:

Lorraine Stewart, Town Hall, Castle Circus, Torquay, TQ1 3DR

Email: governance.support@torbay.gov.uk

www.torbay.gov.uk

OLDWAY MANSION AND ESTATE WORKING PARTY AGENDA

1. **Minutes** (Pages 4 - 6)
To agree the minutes of the meeting held on 13th February
2. **Exclusion of the Press and Public**
To consider passing a resolution to exclude the press and public from the meeting prior to consideration of the following item on the agenda on the grounds that exempt information (as defined in Schedule 12A of the Local Government Act 1972 (as amended)) is likely to be disclosed.
3. **Matters Arising**
 - Events update
 - Fire extinguishers
 - Security Contract
 - Ground maintenance contract
 - Oldway Artefacts
4. **Nick Wheeldon attending on behalf of Red Pod Enterprises**
5. **Budget Update**
6. **Fire Safety inspection/report and works arising**
7. **Preparations for opens days 6th & 7th April**
8. **Phase 1 project cost update**
9. **Trust application date**
10. **Any other business**

Reference Information

Standard Terms of Reference

- i) That an Oldway Mansion and Estate Working Party be established comprising 5 members, to be politically balanced and include the Executive Lead for Finance and Regeneration with terms of reference as follows:
 - 1) To review any condition surveys for buildings on the site;
 - 2) To review proposals for use of buildings and grounds;
 - 3) To ascertain community views in respect of these matters; and
 - 4) To make recommendations about how future use of building should be taken forward; and
- ii) That the Working Party identifies relevant members from the local community and relevant representatives from the business, public and voluntary sectors to be invited to meetings as advisors to assist with the work of the Working Party.



Minutes of the Oldway Mansion and Estate Working Party

13 February 2019

-: Present :-

Councillor Chris Robson (Chairman), Kevin Mowat, Councillor Christine Carter,

Also in attendance: Colleen Moon, Paul Hawthorne, Louise Gilson and Lorraine Stewart

136. Minutes

Was agreed the minutes of the meeting held on 10th January were an accurate record. Proposed by CC and seconded by CR.

137. Exclusion of the Press and Public

138. Matters Arising

Events update -

KM advised that the TDA have concerns over condition of some of the rooms with regards to the building being opened to the public for the April event. KM advised that the number of people allowed in will have to be adhered too as per the fire risk assessment. CR commented that he has advised the event organisers that the upstairs rooms are not to be used.

CR advised that he has been contacted by a valuer who is interested in holding an antiques road show type event in Oldway. Any money raised by the event would be used to help to restore Oldway. CM advised that she has also been contacted by someone who is interested in holding regular antiques events. It was agreed that PH would contact the interested individuals to find out more information on their proposals. ACTION - PH

KM advised that the Estates team are continuing to follow up the tennis courts enquiry.

CR advised that he has asked David Watts from the Paignton Heritage Society to collect the fundraising money from donations raised at the event in April to be kept safe for the restoration of Oldway.

TDA works -

KM read out an email received from TDA which advised the routine works that they carry out at Oldway. It has been identified that some of the fire extinguishers in the building are out of date so KM will speak to TDA to rectify. ACTION - KM/LS

KM advised that he has asked for some quotes for a fire risk assessment to be carried out at Oldway and one has been received from Firewatch at £950.00.

Security contract -

KM advised that the current staff will be moved over to the new company under TUPE. The new company will then to start to look at introducing CCTV and alarms and new ways of working to reduce the ongoing cost. KM should have a further update for the next meeting.

Progress on dry rot -

KM advised that Ridout have now been commissioned and KM has asked them to liaise directly with David Clarke at DCA to arrange for the assessment required to be carried out as soon as possible.

139. Budget Update

KM provided everyone with the latest Budget update figures. KM ran through the figures.

KM advised that the Tor2 existing contract for grounds maintenance will end in August. He will be looking for alternative solutions. PH advised he can contact Devon Gardens Trust who carry out works at Oldway Primary for advice - ACTION - PH

KM advised that he has now identified the various locations of the meters for the utilities and will be arranging for the meters to be read to update the utility accounts to show actual usage. ACTION - KM/LS

KM updated the Working Party that he has been asked to submit a report to be taken to full Council next week to provide an update on the strategic position going forward with Oldway.

140. DCA Consultancy works - update

CR advised that DCA have been recommissioned and Neil Richardson has been appointed as Project Director. From this, CR has been sent the information with regards to start the process of setting up the Trust for Oldway. Once the Trust has been set up, the process will then be started of applying for funding for Oldway.

CR advised that it will be necessary to find suitable persons to become trustees. To start there needs to be three trustees - Chris Robson and Paul Hawthorne, as Chair of Friends of Oldway and one more yet to be identified.

141. Any other business

CR advised that the new Trust will be promoted at the April open-day event and hopes to be able to sign people up to become trustees. KM commented that the event organiser will need to ensure that there are enough marshalls for the event to run smoothly.

KM advised that there has been an enquiry received from Country Life with regards to accessing Oldway for photographs as would like to write an article. Was agreed for LS to send the email to CR/PH for CR to respond too –
ACTION – CR

KM advised that HLF are launching their new funding programme on 25th February at Torre Abbey. LS will send to PH the details of this event - ACTION - LS

KM advised that Phil Black from the Events Team has raised with him about the Oldway artefacts that are currently stored in Torre Abbey. KM has asked PB for a list of the artefacts to be discussed at the next meeting - ACTION KM/LS