

Minutes of the The Oldway Mansion and Grounds Steering Group (Working Party)

10 August 2020

-: Present :-

Kevin Mowat, Councillor Darren Cowell, Councillor Christine Carter, Councillor Swithin Long, Anna Tolchard, Iris Butler, Colleen Moon, Louise Gilson, Kathy Hughes and Tim Eley

240. Minutes

All agreed the minutes of the last meeting were accurate.

241. Exclusion of the Press and Public

242. Matters Arising

Draft Memorandum of Understanding - key holders agreement – KM advised it was sent to all for comments. KH advised that she felt that 2 trustees required to be present in the building at one time was too restrictive so asked if it could be amended to 1 trustee and 1 friends. KM has agreed that it could be a list of 10 people that could be listed as key holders. If anyone not listed on the names of key holders wished to gain access into the building, then landlord permission would have to be agreed.

KM advised that with regards to the tearooms that this will need to be agreed in the short term to be a sealed unit with no direct access to the mansion.

Once the key holders has been agreed, KM advised that training will be required for accessing the building for fire and security alarms.

243. Budget Update 20/21

KM shared the budget update on the screen for all to view and ran through the budget spent to date.

244. Oldway groups structure update

Tracey Cabache from Torbay Community Development Trust joined the meeting. DC advised that TC will be assisting with the governance arrangements for Oldway and assisting with drafting Oldway Groups structure organigram. TC will also be helping with a skills audit and drafting job descriptions for the Trustees required to

fulfil all the skills required for the Trust. TC will be arranging meetings with members of the steering group and trustees to discuss.

245. Trust Position Update

AT advised that there has not been too much more progress carried out by the trust due to the current situation.

The Heritage lottery funding programme has currently shut down so DC advised that no applications are able to be submitted at present. DC hoped that they could apply through the HLF resilience fund to assist with drafting business plan. KM advised that the Trust may be able to apply through a recovery kick start funding system that the Arts Council is offering and has asked DCA for some advice on this. KM has also asked colleagues within Torbay Council for their help with this application process as there are very short deadlines.

246. Friends of Oldway Group Update

KH provided an update on the recent crowdfunding that took place for Oldway Tea room's refurbishment that the current amount now it is closed was £12,000 with cheques still being received and also has 400 new members. KH advised that she is aware of a member of the public who made a large donation to the crowdfunding and would now like to make a large donation to fund a large project. It was agreed that the Trustees would meet with the member of the public to discuss.

KH asked about the possibility of local craft groups holding events at Oldway during the winter – KM advised that this would only be possible in the grounds due to the current situation and insurance reasons.

KH advised that she is contacting local supermarkets for donations to the tea rooms. Morrisons have donated a coffee machine.

247. Oldway Gardens Group Update

TE asked if the building will be available to be opened to the public anytime soon – KH & DC both advised that open days and tours are planned to be available dependent on Covid guidelines.

TE advised that the volunteer numbers are increasing. The plant store is open to the public on various mornings throughout the week which helps to provide funding for the running of the gardens.

The probation team have been able to assist again and helping to keep the lawns maintained. An agreement and relevant paperwork has been provided for the ride-on lawn mowers to be used.

DC asked TE if he could share his thoughts and plans for the gardens throughout the autumn and winter months into 2021. TE advised that he is looking to having the paths gravelled and the grotto and pond area to be improved working with the Devon Gardens Trust committee.

The Oldway Mansion and Grounds Steering Group (Working Party) Monday, 10 August 2020

LG commented that she was recently approached by a group of painters and decorators who have their own businesses and insurance who would like to assist with painting and tidying up the bottom of the mansion. KM advised he can find out if permission is required for this. ACTION – KM

KH advised she has been contacted by a member of the public who would like to help with the hard tennis courts and helping to repair the fencing. CC commented that there is a group who would like to create a crowd funder for the tennis courts. KH asked if CC could ask them to contact her and both groups could work together for this. ACTION – KH/CC

A long discussion was had over proposed use of the tennis courts and KM will speak to Paul Palmer in the TDA with regards to organising an agreement. ACTION – KM

248. AOB

DC advised that he believes a meeting could be organised in September between the members of the steering group to progress some of the issues discussed. DC will organise – ACTION – DC