



## **Oldway Mansion and Estate Working Party Meeting Agenda**

Monday, 1 October 2018 at 10.00 am  
to be held in the meeting room at Torquay Harbour Office

### **Membership**

Councillor Chris Robson  
Councillor Lynn Sykes  
Colleen Moon  
Paul Hawthorne

Louise Gilson  
Councillor Mike Morey  
Councillor Thomas Winfield  
Councillor Christine Carter

1. **Minutes** (Pages 3 - 5)  
To agree the minutes of the meeting held on 30<sup>th</sup> July 2018
2. **Matters Arising**
  - Little Oldway lease update
  - Revised Working Party Terms of Reference
  - Project Manager Appointment
  - Electricity Usage update
  - Next steps – Café/Catering update
3. **Progress on dry rot**
4. **Future membership of working party**
5. **Budget update**
6. **Victorian Society listing and its impact**
7. **Publicity**
8. **Further work for the consultants including funding bid to HLF**
9. **Timescales/Programme**
10. **Possible future events**

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

**Lorraine Stewart, Tel:** (01803) 292429, Email: [lorraine.stewart@torbay.gov.uk](mailto:lorraine.stewart@torbay.gov.uk)

11. **Forming a charity/not for profit company to manage Oldway**
12. **Offers of help/approaches**
13. **Any other business**

**Reference Information**

Standard Terms of Reference

<p><b>Oldway Mansion and Estate Working Party</b></p> <p><b>Terms of Reference:</b></p> <ol style="list-style-type: none"> <li>1. To review any condition surveys for buildings on the site.</li> <li>2. To review proposals for use of buildings and grounds.</li> <li>3. To ascertain community views in respect of these matters.</li> <li>4. To make recommendations about how future use of building should be taken forward.</li> <li>5. To identify relevant members from the local community and relevant representatives from the business, public and voluntary sectors to be invited to meetings.</li> <li>6. To specify, fully cost and prioritise the works to Oldway as identified in Phase 1 of the DCA report (presented to Council on 21 June 2018).</li> <li>7. To explore with the community all potential sources of funding for the entirety of the Phases, including, but not limited to: <ul style="list-style-type: none"> <li>• Grant funding</li> <li>• Fund raising events</li> <li>• Crowd funding</li> <li>• Business opportunities and investment</li> <li>• Legacies</li> <li>• Philanthropic contributions</li> </ul> </li> <li>8. To produce a flexible programme of proposed delivery of restoration works which aligns with the availability of funding.</li> <li>9. To provide strategic oversight of commissioning and delivery of any restoration works.</li> </ol>	<p>5 members of the Council in accordance with the political balance requirements</p> <p>Conservative (3)</p> <p>Liberal Democrat (1)</p> <p>Independent Group (1)</p>
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## Minutes of the Oldway Mansion and Estate Working Party

30 July 2018

-: Present :-

Councillor Chris Robson (Chairman), Councillor Mike Morey, Councillor Lynn Sykes, Kevin Mowat, Mark Green, Colleen Moon and Louise Gilson

(Also in attendance: Lorraine Stewart)

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### 82. Minutes

Everyone agreed accurate record of the meeting - CR proposed and MM seconded

### 83. Matters Arising

Little Oldway Lease - feedback received from Paul Palmer that they are currently on long lease - KM will get exact information and send out - ACTION KM

### 84. Council Decision re Oldway

KM advised there were 2 decisions made at Council - KM read out the decisions from the reports that were sent out by email to the Working Party.

### 85. Progress on Dry rot

KM advised that the TDA has obtained some quotes for the dry rot survey. KM read out the details from the quotes received. KM will be working with Hal Bishop to meet with the approved contractor and the TDA project manager shortly to start this process if the working party agrees.

### 86. Revised Working Party Terms of Reference

KM advised that the current terms of reference will be amended to include the information from the Council decision for the future of Oldway. KM & LS will amend and set out by email - ACTION - KM & LS

### 87. Future membership of Working Party - should it be extended?

CR advised that prior to the Council decision, there had been other organisations who had contacted him and shown interest in joining the working party. KM suggested that at next meeting we could invite those interested to attend and to submit their expressions of interest for joining the working party. All agreed that it

was a good idea to extend the working party - CR asked for contact details to be sent to himself and KM

**88. Project Manager Appointment**

KM read out the two emails he has received with regards to interest in Oldway as project manager. KM and LS will organise a meeting with Mr Daniels and to ask for CV and some references - ACTION - KM & LS

It was discussed whether the appointment would be a full or a part time post and all agreed a local part time post would be best.

**89. Fundraising/Publicity**

MG advised that would be best to look at operator for Cafe who would be wanting to carry out fundraising and publicity/events for Oldway.

**90. Next steps - Cafe**

KM advised that it would not be possible to issue a long lease due to the future of the building so the operator would have to be mindful of this. If the Working Party want to have the cafe open for next summer, then this process would need to start ASAP. KM advised if there are any existing operators in the Bay who are interested in operating within Oldway then they should submit expressions of interest. CR commented that the cafe would need to be liable for business rates and classed as a separate unit to the rest of the Building. All agreed they were happy for the process to start to look for potential operator. CM & LG suggested about tours being carried out to certain parts of the building with a small charge being made - KM commented that this may be able to happen but this would require volunteer capacity for this to take place. MG & LG will speak to operators of Cantina to see if they are interested.

**91. Budget Update**

KM will circulate the budget details once he has spoken to some colleagues about the current operating costs and reserve balance. CM queried about the electricity charge as seems very expensive - KM advised will look into this and feedback. Any queries or questions on the budget, KM asked that these are sent to LS for action - ACTION - KM & LS

**92. Any Other Business**

LG mentioned about introducing parking charges and KM advised that this has been discussed at a recent Parking Panel and once a decision has been made in line with the parking strategy, this will be discussed at a future Working Party meeting.

KM advised that the Mayor had received an email from April Singer from Singer family recently enquiringly as to the situation of Oldway and possibly holding a Singer family reunion at Oldway.

KM read out email received from a company regarding using Oldway for a mix of housing and it was agreed not to pursue this further.

The next Working Party meeting to be held after the approved contractor have carried out their investigations/survey.