



Date Not Specified

OLDWAY MANSION AND ESTATE WORKING PARTY

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

Thursday, 13 December 2018

commencing at **3.00 pm**

The meeting will be held in the Torquay Harbour Office

Members of the Committee

Councillor Robson (Chairman)

Councillor Carter

Kevin Mowat

Councillor Sykes

Paul Hawthorne

Councillor Morey

Louise Gilson

Councillor Winfield

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:

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OLDWAY MANSION AND ESTATE WORKING PARTY AGENDA

1. **Minutes** (Pages 4 - 6)
To agree the minutes of the meeting held on 1st December
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 items 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**
 - Project Manager appointment – update
 - Electricity Usage update
 - Future membership of the Working Party
 - Possible future events update
 - Historic England visit update
4. **Progress on dry rot**
5. **Budget update**
6. **DCA Consultancy further work**
7. **TDA Ongoing maintenance - does the Working party wish this to continue?**
8. **Discuss proposal received from John Hall, Burnham Development Somerset LTD**
9. **Neil Worrell attending at 4 pm to answer any questions with regards to proposal he submitted**
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

1 November 2018

-: Present :-

Councillor Chris Robson (Chairman), Councillor Lynn Sykes and Councillor Mike Morey

(Also in attendance: Kevin Mowat, Colleen Moon, Paul Hawthorne, Louise Gilson, Mark Green and Lorraine Stewart)

106. Minutes

Minutes of the 1st October meeting were proposed and all agreed

107. Exclusion of the Press and Public

Proposed and agreed

108. Matters Arising

Project Manager Update – KM & CR met with John Daniels previously. CR was going to speak to a contact who he was aware was interested. KM advised that it states in the DCA report for further consultancy that they can help with such an appointment.

Electricity Usage – KM advised that LS has received copies of Electricity bills from the TDA for Oldway for the last 9 months that shows the meter readings for Oldway which varies for each month. We have received 2 copies of gas bills for August and September which only show a standing charge.

Future membership of the Working Party – CR has approached two individuals with regards to joining the Working Party. KM suggested that looking at skills currently missing from the Working Party to think of those individuals to be invited to join.

Possible future events update – CR asked if there was any further update on Xmas tree sale on Oldway Grounds – KM advised that this was an informal enquiry but can enquire with estates on this but KM advised could be a procurement issue if not offered through the correct process. CR advised that he met with David Watts and Antony Hill and was agreed would like to hold event next March but there is still more details to be looked at before finally agreed. CR advised he has received other enquiries with regards to holding events at Oldway – KM confirmed that these can be sent to LS to refer to KM for a decision.

Historic England visit update – CR provided an update of the recent visit. He advised that HE were happy that there was a plan in progress however are now disappointed with the basic maintenance works that are not being carried out at Oldway. KM advised that it could be agreed for DCA to draw up a new maintenance plan which KM can take to the TDA. KM advised that the survey will be taking place shortly to look at the Dry Rot.

109. Progress on Dry Rot

As above

110. Budget Update

KM advised that a budget update has been provided and ran through the figures. KM advised that all of the costs for maintaining Oldway Mansion and Grounds are now being taken out of the reserve fund as stated in Mayor's Budget Proposal which will be announced on 2nd November and this includes the Oldway Grounds maintenance through Tor2 which will now be funded by the reserve fund. KM and LS will get a briefing sent out which shows what Tor2 provide in the contract.
ACTION – LS

KM asked the Working Party for any ideas for budget savings as one suggestion would be to remove bedding plants at Oldway – CM suggested only having summer plants instead of summer and winter. CR suggested that Friends of Oldway could be asked to help to volunteer to assist with bedding plants however would still need grass cutting by Tor2.

111. DCA Consultancy further work

KM advised that a proposal has been received from DCA and he has spoken to procurement team who confirmed that there are no procurement issues so they can be appointed if the Working Party agrees. KM advised that with the HLF funding application for Torre Abbey being rejected this year and a new application going in next year, this could cause issues for any application that is submitted for Oldway as will need to confirm if Torbay Council can submit two applications.

The Working Party agreed for DCA to be appointed and KM will arrange for a purchase order to be raised.

112. Any other business

CR advised that he has sent the recent hotel design proposal that has been published on to DCA, Historic England and Hal Bishop for feedback. KM advised that he received the initial enquiry from Neil Worrell which was sent to himself and Steve Parrock to which he forwarded to the Working Party for comment and then this week the proposal was sent to Herald Express. KM advised he agrees with CR that the proposal should be sent to Historic England for comment and feedback received can be discussed at the next Working Party meeting.

PH asked if we could start to look to agree dates when Oldway can be reopened for public next summer. CR agreed that he would like to get Oldway opened to the public as early as possible. KM confirmed that this would have to be lower floor only and risk assessments would have to be carried out prior and we would need to have volunteers available to avoid people accessing areas that cannot be opened. KM advised that with regards to a Cafe, if this is planned to be opened for next summer then expressions of interests would have to be submitted before Christmas but a pop up cafe on site would have a shorter lead-in time.