



Date Not Specified

## **OLDWAY MANSION AND ESTATE WORKING PARTY**

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

**Thursday, 18 April 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 Christine Carter

Councillor Lynne Sykes

Councillor Nicole Amil

Councillor Thomas Winfield

Paul Hawthorne

Louise Gilson

Colleen Moon

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](mailto:governance.support@torbay.gov.uk)

[www.torbay.gov.uk](http://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 20<sup>th</sup> March 2019
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
  - Security Contract
  - Ground maintenance contract
  - Oldway artefacts
4. **Budget Update**
5. **Fire Risk Assessment - update**
6. **Feedback on Open Day cancellation**
7. **DCA Consultancy work - update**
8. **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

20 March 2019

-: Present :-

Councillor Chris Robson (Chairman), Kevin Mowat, Councillor Lynn Sykes, Councillor Christine Carter and Councillor Nicole Amil

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

---

### 142. Minutes

Was agreed the minutes of the meeting held on 13<sup>th</sup> February were an accurate record. Proposed by CC and seconded by LSy.

### 143. Exclusion of the Press and Public

### 144. Matters Arising

Events update - David Watts advised that there was a meeting held on Sunday to discuss the Open Days event. There is strong community involvement. There are 74 volunteers for the April event.

Fire extinguishers - This work has been carried out by TDA.

Security Contract - No proposal has been received yet from new contractor. Stuart Left will chase this matter and the action will be carried over to the next meeting

Ground Maintenance Contract - KM advised that the contract with Tor2 is being ended from 2nd August 2019 and he advised the Working Party on a revised maintenance schedule going forward. LG advised that the Council would need to check with the requirements of the listing for the gardens to ensure that it is kept compliant. CR read out an email received from the current gardener at Oldway with his suggestions for future grounds maintenance. This has been forwarded to KM. PH will send contact for Garden History Society through to LS. ACTION - PH

PH advised that it would need to be confirmed if the grounds of Oldway will be managed by the new Trust once it is set up.

Oldway artefacts - LS advised that the list has yet to be received due to staff sickness so it will be on the agenda for the next meeting.

**145. Nick Wheeldon attending on behalf of Red Pod Enterprises**

CR introduced NW to the Working Party. KM & NW provided an update to the Working Party, following Red Pod Enterprise's interest in Oldway and KM's visit to their site at Ivybridge.

After long discussion it was agreed to keep the dialogue and interest with Red Pod Enterprises open for future consideration as they might well present an opportunity to form part of the solution for Oldway. In particular the use of the Rotunda had yet to be determined. NW invited the members of the Working Party to visit Red Pod Enterprises at Ivybridge and KM advised that he can arrange a visit if required. KM advised those interested in visiting to contact LS to arrange - ACTION - LS/KM

**146. Budget Update**

KM issued a budget update and went through the current figures.

**147. Fire Safety inspection/report and works arising**

KM advised that the fire risk assessment report had now been received and he provided the Working Party with an update of the works identified in the report that needed to be undertaken. DW also presented his assessment of the report and a long discussion was had over this matter.

**148. Preparations for opens days 6th & 7th April**

DW advised that the preparations are going well for the proposed open day. 74 volunteers attended a meeting on Sunday to discuss the arrangements but he believes it could be up to 104 volunteers for the actual event. In light of the fire risk assessment report a decision will need to be made by the end of this week as to whether the event can go ahead and if postponed, when will it be able to be held. ACTION - KM

**149. Phase 1 project cost update**

CR advised that the current total cost of the work is estimated at £7.1m to repair the roof, fix the dry rot and the building to be returned to a reasonable state to be used to earn income. A bid for HLF funding will be submitted. KM advised that a CIC/CIO will be set up to work on a business plan so that a proposal/offer can be taken to a meeting of the full Council for a decision to take the Oldway project forward.

**150. Trust application date**

CR advised that DCA have assisted with the completion of the paperwork for the trust application. Once the application is submitted it can take around 6 - 8 weeks to

be approved. Three trustees have been identified for the application. DCA will provide a list of key skills to be used to appoint future trustees.

**151. Any other business**

CR advised that there is a list of questions and answers (FAQs) provided by DCA for help to field questions/enquiries on the open days.

DW advised that there are some works that need attention in the toilets ready for the proposed open days if they go ahead. KM advised he will speak to the TDA regarding these works. ACTION - KM/LS

KM provided CR with an email received from an individual who is interested in becoming a trustee for the new Oldway Trust/CIO.

CR provided KM with an email with suggestions for garden works at Oldway.