

## **The Oldway Mansion and Grounds Steering Group (Working Party) Meeting Agenda**

Monday, 12 April 2021 at 5.00 pm  
to be held via zoom

### **Membership**

Iris Butler  
Councillor Christine Carter  
Councillor Darren Cowell  
Tim Eley  
Louise Gilson  
Paul Hawthorne  
Colleen Moon

Chris Robson  
Councillor Lynn Sykes  
Councillor John Thomas  
Councillor Swithin Long  
Anna Tolchard  
Kathy Hughes  
Mary Jenkins  
Iris Butler

- 1. Minutes** (Pages 3 - 6)  
To agree the minutes of the meeting held on 8<sup>th</sup> February 2021.
- 2. Matters Arising**
- 3. Oldway Gardens Group Update**
- 4. Budget**
- 5. Trust Update**
- 6. Friends of Oldway Group Update**

### **Reference Information**

Download this agenda via the free modern.gov app on your [iPad](#), [Android Device](#) or [Blackberry Playbook](#). 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)

## 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 The Oldway Mansion and Grounds Steering Group  
(Working Party)**

**8 February 2021**

**-: Present :-**

Kevin Mowat, Councillor Darren Cowell, Councillor Christine Carter, Councillor Lynn Sykes, Councillor John Thomas and Councillor Swithin Long

(Also in attendance: Iris Butler, Tim Eley, Paul Hawthorne, Colleen Moon, Chris Robson, Councillor Chris Lewis, Anna Tolchard, Joe While, Kathy Hughes, Yvette Ball, Mary Jenkins, Councillor Anne Brooks, Councillor Steve Darling, Councillor Barbara Lewis, Councillor Judith Mills, Councillor Mike Morey, Councillor David Thomas and Councillor Jacqueline Thomas)

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**263. To agree the minutes of the meeting held on Monday 7th December 2020**

All agreed were an accurate record of the meeting.

**264. Matters Arising**

All covered within the agenda.

**265. Budget**

KM ran through the budget update displayed on the screen.

A discussion was held over the current work taking place on the Old Squash Court.

JT asked if the company carrying out the demolition have adequate liability insurance. KM confirmed that all contractors are checked to ensure they carry the relevant insurance.

**266. Trust Update**

PH provided an update on the Oldway Trust. PH confirmed that there was a recent discussion at the latest Trustee meeting regarding the need for training for the Trustees and Tracey Cabache from Torbay Community Development Trust is looking to assist with this. PH confirmed that he has received a recent quote for insurance for the trustees of the Trust.

There was a recent stakeholder meeting held on zoom with Tracey Cabache to discuss Oldway. It was agreed that there needs to be one group to work together to

raise profile of Oldway and fundraising etc. PH advised that this is being worked on by the Trustees to be completed by March.

PH advised he has contacted Architectural Heritage Trust with regards to funding for the Oldway Trust and an application will be being submitted for funding bids. An application will be submitted for Project Viability grant for the Mansion and PH advised that a separate application could be submitted for the Rotunda building as well.

PH asked KM if Torbay Council can provide a letter of support for applying for Project Viability grant through Architectural Heritage Trust – ACTION – PH to email request to KM

PH advised that the Trustees are working towards commissioning a Landscape Plan for the gardens.

KM provided an update that Torbay Council have asked DCA to progress with submitting an expression of interest for Resilience Funding through Heritage Lottery Funding and KM believes that this work is starting this month.

#### **267. Friends of Oldway Group update**

KH provided an update on the tea rooms. KH advised that the tea rooms are ready to be opened when lockdown restrictions are lifted. Has been having discussions with Dave Walker from TC Health & Safety and Steve Checkley from TDA with regards to the fire risk assessments. For toilet facility for the team rooms, it will be a portaloo put on site. KH advised that she would like to carry out tours for the people who made donations when the building is available.

Fire training was provided by TDA for some of the members who were available to attend but another session will be organised by Health and Safety onsite for all Trustees.

Volunteer training will be carried out for volunteers working in the team rooms when all equipment has arrived.

KH asked if there was a possibility of having Wi-Fi installed within the tea rooms for taking payments by card. KM advised to look into solutions and then provide the information to KM for agreement. ACTION - KH

DT suggested to KH to look at 4G wireless options which does not require Wi-Fi to be installed.

YB provided an update on the leaks that are happening on the mansion at present. The TDA are looking into a solution and will be providing KM with cost information. KH advised that the Friends of Oldway may be able to help with fundraising.

#### **268. Oldway Gardens Group Update**

TE provided an update of the Oldway Gardens group. There has been an increase in volunteers wanting to be involved and donations being received to the group by the local community.

TE advised that with permission from Torbay Council and the Trustees that they will be starting crowdfunding for the gardens.

The group have been using Social Media more to help with raising the profile for Oldway and the Gardens. A leaflet is being planned to be sent out in the summer to local residents.

TE advised that there are 3 large potholes on the main driveway that need looking at – LS to report this to Highways – ACTION – LS

TE is working with 2 local schools to plant wild flower seeds to educate school children on pollination.

KM thanked TE for all the hard work that himself and the volunteers are carrying out on the gardens.

A long conversation was held about the vandalism and anti-social behaviour that happened within the grounds. DC commented that once there is footfall increased at the building and the building is being used, then this behaviour will hopefully decrease. It was discussed about engaging with local youth groups to see if they can assist with the behaviour that is taking place and the possibility of the tea rooms being used on an evening for a youth group which may help to educate them on the history of the building.

PH commented that the Trustees and both groups need to have a meeting to discuss how joint working can happen and all work together for fundraising for the entire mansion and grounds. All agreed with this.

## **269. Any other business**

TE asked about events being held on site at Oldway as the Mobile Cinema Company have enquired about holding events in the gardens again. KM advised that this is dependent on Government guidance and if gatherings are allowed, then the events team will work with any enquiries to progress. KM asked that if anyone is contacted with regards to the event, then to ensure that the person making the enquiry makes contact with the events team.

Social media pages was discussed and was suggested that links to each Social media page from the groups are shared on each groups page. Was also discussed that there needs to be a website which can detail all of the groups.

CM advised that on a recent walk at Oldway she noticed that there is a gutter on the left hand side of the wall which is broken and there is water ingress on part of the wall. KM advised that he will ensure that TDA look into this to resolve – ACTION – LS to report

**The Oldway Mansion and Grounds Steering Group (Working Party) Monday, 8 February 2021**

Post meeting note – It has been requested that any fault reports are to be sent directly by the lead contacts for the Groups/Trustees to [tdahelpdesk@tda.uk.net](mailto:tdahelpdesk@tda.uk.net) (the help desk is covered 08.00hrs – 17.00hrs Monday – Thursday and 08.00hrs – 16.00hrs Friday)