



# Merton Priory Trust

[www.mertonpriory.org](http://www.mertonpriory.org)

Date: Wednesday 20th April 2005  
 Site: Merton Priory Trust Steering Group Meeting  
 Location: Chapter House - Merton Abbey Mills

<b>Present:</b>		
Marcus Beale	Trustee: Merton Priory Trust	(MB)
Cllr Nick Draper	Ward Councillor - Colliers Wood Ward	(IM)
Cllr Su Assinen	Trustee: Merton Priory Trust	(SA)
John Hawkes	Trustee: Merton Priory Trust	(JH)
Dennis Turner	Trustee: Merton Priory Trust	(DT)
Vicky Carroll	RENUE	(VC)
Michael Harrison	Trustee: Merton Priory Trust	(MH)
Peter Hopkins	Merton Historical Society	(PH)
Dave Saxby	Trustee: Merton Priory Trust	(DS)
Richard Stanley	London Borough of Merton	RS
Sarah Gould	London Borough of Merton	SG
Richard	Museum of London Archaeology Service	
Lone Le Vay	London Borough of Merton	(LL)
<b>Apologies Received</b>		
Cllr Geraldine Stanford	Trustee: Merton Priory Trust	(GS)
John Schofield		
<b>Distribution:</b>		
All present, Cllr Ian Munn, Cllr Geraldine Stanford, John Schofield, Diane Walls, Ellen Eames, Mark Chatham (Countryside Properties), John Rowbotham (Countryside Properties), Peter Williams (TfL), Stephen Llewellyn, Steve Clarke and Ged Lawrenson.		

<b>Meeting Notes</b>		
<b>Item</b>	<b>Discussion</b>	<b>Action By</b>
<b>1.</b>	<b>Apologies</b>	
1.1	Apologies had been received as detailed above.	
<b>2.</b>	<b>Notes of Meeting of 25th May 2004</b>	
2.1	Notes of the meeting of 17th November 2004 were agreed.	
2.2	Agreed that an invitation be issued to the Wimbledon Society offering representation on the board of Trustees	MB

## Merton Priory Project – Steering Group Meeting

Meeting Notes		
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<b>3.</b>	<b>Actions from Last Meeting</b>	
3.1	<p><b>Negotiations with Sainsburys, progress report. (Item 3.1):</b> Ongoing negotiations with Anthony Shapland at Sainsburys and Sainsbury's Landscape Architects. Generally Anthony Shapland is supportive in principle but nothing firm agreed yet. Car park scheme had been considered by Sainsbury's Board 5 times so far but not yet approved. They will be in touch as soon as their scheme is approved, to discuss how we can cooperate.</p> <p>LL reported that a new application had been submitted by Sainsbury's which is currently under consideration by Merton Council.</p> <p><b>Action agreed:</b> Negotiations be progressed as soon as we have notice that Sainsburys Board approval achieved.</p>	MB
3.2	<p><b>Approach to Hindus and Buddhists (Item 3.2):</b> No action to report</p>	JH/IM
3.3	<p><b>Monitoring of car park drainage and inspection of man holes (Item 3.3, meeting of 14/12/2004):</b> Nothing to report on drainage in Chapter House. Monitoring to continue.</p> <p><b>Action agreed:</b> Arrangement to made to lift two man hole covers located within the Chapter House area and manhole interiors inspected and photographed.</p>	JH JH/DS
3.4	<p><b>Details of non-cash contribution and volunteer work for HLF Bid (Item 3.5, meeting of 14/12/2004):</b></p> <p><b>Action agreed:</b> Details be e-mailed to LL. Need to include the Council's legal costs which were waived.</p>	All
3.5	<p><b>Confirmation of start date for purposes of S.106 Agreement (Item 3.6, meeting of 14/12/2004):</b> Start date for the purposes of the S.106 Agreement confirmed as 9th June 2003. LL Reported ongoing correspondence with Countryside's solicitors regarding scope for extending the three years within which the Council can exercise the option to acquire the land. Further information expected next week.</p>	
	<p><b>Discussion:</b> Background to the Trust's proposals given for the benefit of members of the meeting attending for the first time. Confirmed that The English Heritage/London Borough of Merton/Countryside Properties commissioned feasibility study had recommended an entrance fee, however the Board of Trustees had taken the decision that this would not be viable and that they will be pursuing a free admission strategy. This had raised issues with funding particularly revenue funding to run the centre. This had prompted a discussion with the Council and a meeting with other Museums see Item 6 below.</p>	

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	<p>No designs in place proposal is to appoint an architect to prepare designs. Scale of building in terms of cost would be in the region of £1M.</p> <p>Ideas under consideration include lowering of floor within Chapter House enclosure to increase headroom and and expose more of the archaeology and to extend enclosure either side of Merantun Way with double height space extending above Merantun Way road level with access at both ground (car park) and Merantun Way road levels.</p>	
4.	<b>Election of Chair for year commencing 25th May 2005</b>	
4.1	Marcus Beale was proposed, seconded and elected as Chair for the Trust for a further year commencing 25th May 2005.	MB
5	<b>Approval of Annual Accounts</b>	
5.1	<p>The end of year accounts were agreed and three copies signed by the Chairman.</p> <p>Discussion as to whether the Annual Accounts should include a Chairmans report to outline the work the Trust had done in the past year. Felt this was an opportunity to promote the trust and its activities.</p> <p><b>Action agreed:</b> Chairman to circulate a draft report by e-mail for agreement by the Trustees to be attached to the end of year accounts.</p>	MB/ Trustees
6.	<b>Feedback from meeting on Museums in Merton. Approach to meeting with SEA/RENUE and Wandle Industrial Museum on co-ordination of Project Planning Grant applications</b>	
6.1	LL circulated a summary note of the joint museums meeting, copy attached to this meeting note). Highlighted the main conclusions concerning the need to co-ordinate the three prospective project planning grant applications currently under preparation by SEA/RENUE, Wandle Industrial Museum and Merton Priory Trust.	
6.2	MB advised of a meeting he had with Su Assinen at which synergies between the two proposals were identified.	
6.3	Both Merton Priory Trust and SEA/RENUE had locational issues to consider. MPT needed to closely linked to the Chapter House and SEA/RENUE wished to avoid the electricity pylon. Also need to consider issues of size and area available. Drawbacks were however forseen with a split venue	

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6.4	Agreed that we need to generate the maximum potential impact. Whether this should involve all three museums on one site telling the history of the Merton Priory site from Priory to Industry to RENUÉ was discussed.	
6.5	The story to be told is that of the Priory as a place of husbandry and industry, giving way to the industrial centre on the Wandle, through to models of sustainable industry in the future. Taking the same issues at different times and making them relevant to today.	
6.6	RENUÉ have learnt from its experience and are developing a new business plan with a revenue stream.	
6.7	<p><b><u>The following was agreed:</u></b> -</p> <ul style="list-style-type: none"> <li>a) Closer links with Wandle Industrial Museum and SEA/RENUÉ to be pursued</li> <li>b) Explore a combined brief for linking the three bids</li> <li>c) Merton Priory Trust needed to be linked to the Chapter House site</li> <li>d) Agreed the Trust would be willing to share its space</li> </ul>	
7.	<b>Heritage Lottery Fund Application</b>	
7.1	Application to be held in abeyance until after agreement reached on way forward with the Wandle Industrial Museum and SEA/RENUÉ	
7.2	<p><b>Conservation Plan:</b> Agreed to pursue tenders for the preparation of Conservation Plan based on the agreed brief. Conservation Architect Barry Stow, has recently been appointed by London Borough of Merton and English Heritage to carry out conservation of the section of Priory Wall along Station Road. MB declared that there is an existing relationship between Barry Stow and Marcus Beale Architects, where Barry, although an independent consultant, has a long term consultancy role with MBA. In the case of Merton Priory, Barry Stow would be acting independently in his own right. In view of his experience and skills he would be eminently suitable to add to the tender list for the Conservation plan, if the Trustees were comfortable with this. It was agreed that Barry Stow be added to the list.</p> <p><b><u>Action agreed:</u></b> Tender documentation to be prepared and issued to the previously short-listed architects and Barry Stow.</p>	LL/MB
8.	<b>Educational Project</b>	

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8.1	SEA/RENUE have educational expertise which could be shared. <b>Action agreed:</b> Agreed need for educational representation on the Trust, possibility of a teacher secondment to be explored.	
8.2	Richard Stanley in fact leaving Merton and not clear who would provide the educational link to the Trust. Agreed to approach Cllr David Chung, Cabinet Member for Education and Lifelong Learning. <b>Action agreed:</b> E-mail to be sent to David Chung in the first instance to ask how Merton Council could provide support and contribute to the educational aspects of the project.	MB
8.3	The original Education Pack for teachers had now been scanned and converted into Powerpoint, PDF and Word formats. Two CDs circulated, further CDs can be provided on request. DT requested a CD to be sent to him.	
8.4	Objective of the educational project to include: <ul style="list-style-type: none"> <li>□ Notes for teachers</li> <li>□ Lesson Plans</li> <li>□ Resources for Students</li> <li>□ Web Site</li> </ul> <b>Action agreed:</b> Education project to be incorporated into the HLF application. Require a person to act as a co-ordinator for the education project.	
9.	<b>Progress Against Programme</b>	
9.1	The programme to be held in abeyance awaiting outcome of negotiations with other museums.	
10.	<b>Arrangements for Transfer of Chapter House Land to the Trust</b>	
10.1	Merton Legal department still pursuing the issue of extending the option period for acquiring the site. Negotiations currently with Countryside Property's solicitors. <b>Action agreed:</b> Outcome of negotiations to be reported to next meeting	LL
10.2	Agreed that the Trust was not presently in a position to wish for the option to be exercised, but would wish to do so as soon as they were confident that there is a viable plan for the site.	
11.	<b>Relocation of Coffin from St. John's Church</b>	

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11.1	<p>The coffin was from the Priory and was located in an area used by childrens groups and concerns had been raised about safety issues. Vicar has requested a formal approach from the Trust.</p> <p><b>Action agreed:</b> Letter to be written to the Vicar regarding Trusts interest in obtaining the coffin.</p>	DS/JH
11.2	<p>A quotation for relocating the coffin had been obtained from Edes in the sum of £495. DS advised that he had details of two additional companies that the Museum of London had recently used.</p> <p><b>Action agreed:</b> two additional quotes should be obtained and that the Trust would fund this work.</p>	DS/JH
11.3	<p>DT advised that a the Church would need to obtain a faculty for the removal of the coffin.</p> <p><b>Action agreed:</b> Vicar should be notified of need for a faculty</p>	DS/JH
12.	<b>Any Other Business</b>	
12.1	Lionel Green's book on the Priory now ready for publication and quotes from a publisher had been obtained for a number of different formats. Copies circulated. Contributions sought towards cost of publication.	
12.2	Dave Saxby's new book on Merton Priory now available to be formally launched in the Chapter House on 12th June (Wandle Valley Festival), copies circulated to the meeting. Books were being displayed within the new Medieval Gallery at the Museum of London and copies on sale in the Museum Shop.	
12.3	The Museum of London Monograph now due for publication in Summer 2006.	
12.4	<p>JH avised that some of his tenants, who design computer visualisations had been shown the Chapter House and were interested in created a virtual reconstruction of Merton Priory which could be displayed on the web site. The would not charge for this.</p> <p><b>Action agreed:</b> The approach to be welcomed DS should liase with them to assist the project.</p>	DS
12.5	Wandle Valley Festival being held on 12th June 2005 leaflets had been issued with links to Merton Priory web site.	
13	<b>Date of Next Meeting</b>	
13.1	Date of the next meeting agreed for Wednesday 15 <sup>th</sup> June 2005 at 5 pm in Merton Priory Chjapter House.	All

Lone Le Vay 28th April 2005