



Merton Priory Trust

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Note of Meeting

Date: Thursday 5th February 2004
Site: Merton Priory Trust Steering Group Meeting
Location: Merton Civic Centre - Committee Room D

Present:		
Marcus Beale	Wimbledon Civic Forum	(MB)
Dennis Turner	Surrey Archaeological Society and Merton CADAP	(DT)
Peter Hopkins	Merton Historical Society	(PH)
John Hawkes	Merton Abbey Mills Tenants	(JH)
Dave Saxby	MoLAS	(DS)
Michael Harrison	Merton Historic Buildings Trust	(MH)
Cllr Ian Munn	Merton Historic Buildings Trust	(IM)
Cllr Geraldine Stanford	Cabinet Member for Education and Lifelong Learning	(GS)
Vicki Carroll	RENUE/Wandle Heritage Ltd	(VC)
John Clark	Museum of London	(JC)
Peter Williams	Transport for London	(PW)
Lone Le Vay	London Borough of Merton	(LL)
Apologies Received		
Phil Sutton	Countryside Properties	(SA)
John Merivale	Groundwork Merton	(JM)
Sarah Gould	London Borough of Merton	(SG)
Distribution:		
All present, Cllr Su Assinen, Cllr Russell Makin, Phil Sutton, Peter Williams, Stephen Llewellyn, Sarah Gould, Steve Clarke and John Merivale.		

Meeting Notes

Item	Discussion	Action By
1.	Nomination of Chair for the Meeting, Introductions and Apologies	
1.1	Marcus Beale, confirmed as chair for the meeting.	
1.2	Apologies had been received from Phil Sutton, John Merivale, and Sarah Gould.	
2.	Notes and actions arising from the meeting of 3rd December 2003	

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2.1	Notes of the meeting of 3rd December 2003 were agreed and signed by the chair, subject to the correction of the reference in item 2.2 ii) to "the prior" to read "St. Augustine".	
2.2	Actions from Last Meeting	
i)	Trust Logo (Meeting of 3/12/2003 item 2.2 (ii)): Agreed that current logo as used on meeting notes etc was acceptable in principle. Just some tweaking of the graphical representation of the seal required, for example some sharpening and conversion into more of a line drawing.	DS
ii)	Informal meeting with HLF (Meeting of 3/12/2003 item 2.2 (iv)): Meeting now arranged for Tuesday 10th February 2004 at HLF's offices at 4pm. Agreed that feedback from the meeting be reported to the next Merton Priory Trust meeting.	DS/MB/DT
iii)	Pursuit of Countryside regarding restaurant site (Meeting of 3/12/2003 item 2.2 (vii)): JH advised that he had now been informed that the proposed second restaurant site had now obtained an occupier, Kentucky Fried Chicken, and this would now be built.	
iv)	<p>Web site progress (Meeting of 3/12/2003 item 2.2 (ix)): Web site is up and running and Charity number and Company number are displayed. MB had sent a copy of the web site software to DS. Confirmed that Wimbledon Civic Forum are happy to share the licence as the loan of the software was within the objects of the Forum.</p> <p>Links still need to be added in - DS and MB to liaise on this aspect of the site. MB had received the CD of images sent by LLV. Need to note site storage limitation is currently 2MB.</p> <p>Requests for information on membership had been received, including two in the past week, including one from a reporter on the Wimbledon News. MB had been interviewed and he outlined the matters discussed.</p> <p>This raised the issue of the Data Protection Act in relation to retaining details of interested parties. Agreed the office of Information Commissioner should be consulted to obtain some guidelines advice. IM provided contact details.</p>	LLV
v)	<p>Progress on proposals for quarterly newsletter (Meeting of 3/12/2003 item 2.2 (xi)): Had not been progressed as some uncertainty as to what it should say. Agreed that the deadline for the first edition should be Easter 2004. A draft should be circulated prior to the next meeting for discussion at the meeting. Ideas discussed include an Article by DS on the Priory excavations, and a Partners Page (LBM, Wandle Heritage, RENU, Wandle Industrial Museum, Countryside etc).</p> <p>Resolved that Wandle Heritage be requested to raise the issue</p>	JH/DS JH/SL/DS

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	of the Merton Priory trust and potential for future collaboration/co-operation at their next meeting.	
vi)	Approach to Energis "streetwork enquiries" regarding any apparatus in the vicinity of pylon (Meeting of 3/12/2003 item 2.2 (xii)): Letter to Energis had been returned by them stamped with a confirmation that they had no apparatus in the vicinity of the pylon.	
vii)	Legal fees (Meeting of 3/12/2003 item 2.2 (xiii)): MH tabled a letter received from the Leader of the Council confirming that legal fees in connection with changes to the former Merton Historic Buildings Trust had been waived.	
viii)	Project brief progress (Meeting of 3/12/2003 item 3.1): Some discussion on rules to be followed. Agreed that HLF rules should determine selection process for consultants. MB estimated that Consultants fees would be in the range of £100,000 - 150,000, which is close to the OJEC threshold, this should be raised at HLF meeting. Agreed that following HLF meeting a draft brief be prepared and circulated for discussion at the next meeting.	MB/DS
ix)	Trust bank account progress (Meeting of 3/12/2003 item 5.1). MH confirmed that the bank account had been set up and that he was awaiting a cheque-book. Queried whether it would be possible for S106 monies, if received by the Council, to be transferred to this account so that the Trust could benefit from interest on the money. This is to be investigated	LLV
3.	Feedback on feasibility study for RENU Centre and possible implications for any joint venue with Merton Priory Trust	
3.1	<p>VC reported that RENU had commissioned a feasibility study on type of centre they should seek to provide at Merton Abbey Mills. RENU are now affiliated with the Sutton based Sustainable Energy Alliance who are currently looking at a proposal for Burgess Park. Issue of whether a joint site development with MPT should be pursued which itself raised issues of the form of the building and whether this would be in line with MPT objectives.</p> <p>The form of any building was not considered to be a problem as it was anticipated that any MPT building should embody sustainability principles. Main concern was in relation to timescales and possibly conflicting business plans. MPT keen to progress their proposals. Agreed that MPT is open to joint working and potential opportunities and synergies should be explored. Important not to have any preconception on the form that the Merton Priory interpretation may take, need not be a conventional building or in a fixed location.</p> <p>Agreed that MPT should proceed with its own proposals but</p>	ALL

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	maintain flexibility to work with RENUÉ if the opportunity arises, this could be raised at meeting with HLF.	
4.	Project Brief/Selection of Consultants	
4.1	Discussed under item 2.2 viii) above.	
5.	Progress against programme	
5.1	<p>Assessed against the programme within the Continuum Group's "Way Forward" document, the project is currently running about 7 months behind programme. However the programme had assumed the Trust would be set up immediately.</p> <p>Critical dates with respect to the S.106 options to be clarified. Agreed important to appoint an Architect as early as possible.</p> <p>Some discussion on the focus of the project again a matter to be raised with the HLF.</p> <p>JC confirmed that The Museum of London requires a 6 month lead in for selection of finds for loaning to the Trust.</p> <p>Agreed that the Consultants brief should include a review of potential visitor numbers in light of concerns raised under item 5.3 of the notes of the meeting of 3rd December 2003.</p>	<p>LLV</p> <p>MB/DS</p> <p>MB</p>
6.	Any Other Business	
6.1	JH confirmed that restrictions on parking spaces during construction works had impacted on trading at Merton Abbey Mills. Need to be aware that adding attractions is likely to increase parking pressures at the site.	
6.2	<p>Parallel possibility raised of using land on other side of Merantun way, taking up some of the under-utilised Savacentre parking spaces. LLV confirmed that this had been raised in conjunction with an application to extend the petrol station - item 5.7 of the Meeting of 3rd December 2003 refers.</p> <p>Agreed that a formal approach to Lord Sainsbury should be made at a future date. This meeting should involve local politicians and Leader of Merton Council.</p>	
6.3	<p>VC advised the meeting of a forthcoming Wandle Valley Festival planned for 12th/13th June 2004 to commemorate the anniversary of Merton Abbey Mills and also London Sustrans week. Aim is to involve a wide number of local groups in organising a series of events along the Wandle extending from Croydon down to Wandsworth.</p> <p>DS planning to run another open day in the Chapter House including slide show as part of the Festival.</p> <p>Any further ideas would be welcomed.</p>	All

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6.4	JH advised that Virgin Active were also planning to erect a marketing suite on the site raising further parking concerns. Agreement had now been reached that they occupy the area beneath the Pylon.	
6.5	GS advised the meeting of proposals to celebrate Nelson's bicentennial next year. Ideas invited as to how a link could be forged with Merton Abbey Mills and the Priory Site for possible events.	All
7	Date of Next Meeting	
6.1	Agreed that the next meeting will be held on Thursday 4th March 2004 at 6pm in Merton Civic Centre in <u>Committee Room E</u> .	All

Lone Le Vay

18th February 2004