



Merton Priory Trust

www.mertonpriory.org

Date: Wednesday 21st September 2005
 Site: Merton Priory Trust Steering Group Meeting
 Location: Chapter House - Merton Abbey Mills

Present:		
John Hawks	Trustee: Merton Priory Trust	(JH)
Michael Harrison	Trustee: Merton Priory Trust	(MH)
Dennis Turner	Trustee: Merton Priory Trust	(DT)
Peter Hopkins	Merton Historical Society	(PH)
Lone Le Vay	London Borough of Merton	(LL)
Apologies Received		
Marcus Beale	Trustee: Merton Priory Trust	(MB)
Cllr Geraldine Stanford	Trustee: Merton Priory Trust	(GS)
Cllr Ian Munn	Trustee: Merton Priory Trust	(IM)
Cllr Nick Draper	Ward Councillor - Colliers Wood Ward	(ND)
John Schofield	Museum of London	(JS)
Vicky Carroll	RENUE	(VC)
Cyril Maidment	Wimbledon Society	(SG)
Distribution:		
All present, Cllr Ian Munn, Cllr Geraldine Stanford, Cllr Su Assinen, Cllr Nick Draper, John Schofield (Museum of London), Diane Walls (English Heritage), Ellen Eames, Vicki Carroll, Cyril Maidment, Dave Edser (TfL), Stephen Llewellyn, Stephen Smith (LBM Education), Sarah Gould (LBM Heritage), Steve Clark and Ged Lawrenson.		

Meeting Notes		
Item	Discussion	Action By
1.	Apologies	
1.1	Apologies have been received as detailed above. Cllr Geraldine Stanford had confirmed her endorsement of the recommendations of the Interview panel report in respect of appointment of consultants for the conservation management plan.	
2.	Notes of Meeting of 15th June 2005	
2.1	Notes of the meeting of 3rd August 2005 were agreed.	
3.	Actions from Last Meeting	
3.1	Pro bono advice from QS on short term Chapter House works (Item 7.6 Meeting of 3/8/2005): A draft table of costings for works to the Chapter House enclosure and the underpass and also the creation of a garden	

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	<p>to the south of the Chapter House, prepared by Quantity Surveyors Pierce Hill for Marcus Beale, was tabled. Total costings were estimated at £691,600. There was some discussion about the extent and nature of the works proposed and whether this should include a new accessible W.C and storage, whether replacement of the walls with glazing was appropriate and concern that costs did not cover any form of specialist interpretation or presentation, particularly visualisation of how the Priory would have looked.</p> <p>Agreed that any decisions on work to the remains and the enclosure should await completion of the conservation management plan.</p> <p>Action Agreed:The Trust should extend its thanks to the consultants for the advice provided.</p>	MB
3.2	<p>Letter to Steven Brindle inviting to become a member of the Steering Group (Item 9.2 Meeting of 3/8/2005): A letter had been sent to Steven Brindle on 19th September thanking him for making English Heritage's files available and inviting him to become an observer of the Trust and its activities.</p> <p>A letter had been received from Norman Plastow in response to the report on the Priory site outlining three additional points:</p> <ul style="list-style-type: none"> • The Museum of London had been prevented from disturbing the medieval layers to reveal the Roman level believed to exist below it during the excavations. • David Sainsbury gave evidence to the planning inquiry stating the Savacenter footings would be shallow pad foundations and would not disturb the remains of the Priory. • The petrol station was built without planning permission and the excavations for the petrol tanks cut through both Medieval and Roman layers. Because there was no planning approval, there were no conditions so there was not even a watching brief. It was only after the petrol station was built that an application for retrospective planning permission was submitted. 	
3.3	<p>Attendance at meeting of Wandle Museums Group (Item 10.1 Meeting of 3/8/2005): The meeting on 9th August had been attended by LL and MB see item 4. Below.</p>	
3.4	<p>Letter to Time magazine correcting Mark Atkinson's letter regarding "monumentality" of Merton priory remains (Item 11.1 Meeting of 3/8/2005): Still outstanding</p>	
3.5	<p>Arrangements for Open House weekend (Item 11.3 Meeting of 3/8/2005): The Chapter House had been opened</p>	MB

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	<p>for the Open House weekend and it was estimated that around 400 people visited it. 50 Merton Priory books were also sold. Open House had visited and taken some photographs.</p> <p>The event had been judged a success and many people visiting wanted to know when the Chapter House would be open again. People had been directed to the Trust's web site.</p> <p>Action Agreed: The website should include information of any events at the Chapter House and details of when it would next be accessible to the public.</p>	
3.6	<p>MPT involvement in publication of Lionel Green's Book on the history of Merton Priory (Item 11.4 Meeting of 3/8/2005): Two options outlined for publishing the book. The book offered to the Trust to publish itself or to make a contribution to the Merton Historical Society to publish it jointly. A sum of £2,523 had been given for publishing 1,000 copies, if the Trust were unable to contribute the Merton Historical Society would fund a reduced print run from its own resources.</p> <p>Some discussion on numbers that should be printed -issues of potential level of sales and storage. Agreed that a reduced print run should be pursued and that the Trust should offer a grant towards 50% of the cost up to a maximum of £600 unless agreed. The Trust would therefore receive 50% of the income from the book and also for the Trust's logo to be incorporated.</p> <p>PH stated that the offer would be put to the next meeting of the Merton Historical Society on Friday 23rd September.</p>	PH
4.	Progress on Merton Heritage Lottery Fund Bid co-ordination and matters arising from joint meeting of 9th August 2005	
4.1	LL gave a brief account of the meeting hosted by Groundwork Merton. Confirmed that there had been general agreement between the various groups that there were perceived benefits in working together. Ongoing actions include the preparation of a map of land ownership along the River Wandle, a further meeting to be attended by a representative from the Heritage Lottery Fund and advice from Groundwork Head Office on possible branding for the Wandle Museums Group.	
5.	Conservation Plan	
5.1	Three consultants had been interviewed on 13th September and a report had been prepared and circulated with the Agenda to this meeting. It was confirmed that two consultants had stood out, however there was a significant cost difference	MB MB/LL

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	<p>between them. The meeting, therefore, resolved to agree the Interview Panel's recommendations that Barry Stow be appointed to undertake the study. The meeting also extended its thank to the Interview Panel and the Secretary for the work involved in the selection process.</p> <p>Agreed Action: Letters to be sent to all the three tenderers thanking them for attending the interviews and advising them of the outcome.</p> <p>LL would liase with MB regarding paperwork required to make the appointment.</p> <p>It was agreed that an application for HERS funding should be made and again LL to liase with MB</p>	MB/LL
6.	Merton Priory's entry on the Charity Commissions new website (Guidestar.org.uk)	
6.1	<p>LL tabled a letter received from the Charity Commission regarding a new website on which details of all charities would be accessible. Each charity would have it own web page and would be able to upload information such as logos, annual reports, newsletters and provide links to its own website. Agreed that this was an opportunity to be pursued and that LL should liase with MB regarding content. Trial version of website would be up and running from 22nd September 2005.</p>	MB/LL
7.	Any Other Business	
7.1	<p>The possibility of extending the Chapter House enclosure beyond the end wall discussed. JH advised that there were no voids behind the walls and that the structure would not allow excavation beyond the ends of the existing enclosure.</p>	
7.2	<p>The Trust will need to consider appointing a new Treasurer after MH moves. MH had approached Peter Davies of the Wimbledon Civic Forum who is a chartered accountant. Initially reluctant due to other commitments but may be persuaded at a future date.</p>	MH/MB
12	Date of Next Meeting	
12.1	<p>The next meeting is to be held on Monday 5th December 2005, at 5 pm in the Meeting Room within the 8th Floor Corporate Management Suite, Civic Centre, Morden.</p>	All

Lone Le Vay - 26th September 2005