



Merton Priory Trust

www.mertonpriory.org

Date: Wednesday 1st February 2006
Site: Merton Priory Trust Steering Group Meeting
Location: Committee Room D - Merton Civic Centre

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

Meeting Notes		
Item	Discussion	Action By
1.	Apologies	
1.1	Apologies have been received as detailed above.	
2.	Notes of Meeting of 21st September 2005	
2.1	Notes of the meeting of 21st September 2005 were agreed.	
3.	Actions from Last Meeting	
3.1	Thanks to Consultant for advice provided on outline costs of Chapter House works (Item 3.1 Meeting of 21/9/2005): Consultant QS had been thanked on behalf of the Trust.	
3.2	Report on response to letter to Steven Brindle inviting to	

Merton Priory Project – Steering Group Meeting

Meeting Notes		
Item	Discussion	Action By
	<p>become a member of the Steering Group (Item 9.2 Meeting of 3/8/2005): A letter had been sent to Steven Brindle but as yet no response had been received.</p>	
3.3	<p>Publicising of forthcoming Chapter House Events on web site (Item 3.5 Meeting of 21/9/2005): No events to report to date a protocol was agreed that events should be notified to MB and he would place details on the web.</p> <p>Some discussions on management of future events in light of the Conservation Management Plan under preparation and need to manage potential conflicts with the priory remains to avoid damage by inappropriate activities. Trust now need to act as responsible stewards for the site but need to be pragmatic in terms of potential risks.</p> <p>Action Agreed: All requests to use the Chapter House should be considered by the Trustees or a group of Trustees in advance.</p> <p>Details of all events once agreed to be passed to MB for publicity of the Trust's web site.</p>	
3.4	<p>Publication of Lionel Green's Book on the history of Merton Priory: Update (Item 3.6 Meeting of 21/9/2005): Book had been published and copies were presented to the meeting. Due to a misunderstanding the Merton Priory Trust contribution had not been received and the Merton Historical Society had decided to decline the offer.</p> <p>Action Agreed: The Chairman extended the Trust's sincere apologies for the mix up and a cheque was issued to Peter Hopkins at the meeting.</p>	
3.5	<p>Arrangements for appointment of new Treasurer (Item 7.2 Meeting of 21/9/2005): The current Treasurer tabled his resignation from the Trust and advised that he would be leaving at the end of April 2006. Trust needed therefore to appoint a new Treasurer, Director and Secretary. The Treasurer and Secretary duties could be split between two Trustees.</p> <p>Action Agreed: Everyone to forward ideas of potential volunteers to take over the Treasurer's role to the Chairman, MH advised that it would be helpful if the new Treasurer could be an existing NatWest account holder. John Hawks agreed to approach John Strover.</p>	All

Merton Priory Project – Steering Group Meeting

Meeting Notes		
Item	Discussion	Action By
3.6	Merton Priory Trust web page on Charity Commission's "Guidestar" site (Item 6.1 Meeting of 21/9/2005): LL advised that basic information had been uploaded to the Guidestar site including the Trust's logo and details of the Trust's web site. The site is now up and running and viewable by the public. It was agreed that the focus should be on the Priory's own site with the Guidestar site, directing people to it rather than having two sites.	
4.	Progress on Merton Heritage Lottery Fund Bid co-ordination.	
4.1	LL gave a brief update on an e-mail received from Angela Gorman of Merton Groundwork. Efforts were progressing to arrange a meeting with the HLF. She also reported advice from Groundwork UK's marketing people. A copy of the e-mail is attached as an Appendix to this note.	
5.	Arrangements for progressing a decision on the S.106 Option on the Chapter House site	
5.1	<p>Some discussion as to whether there were any reasons why the Trust should not take ownership of the Chapter House site. General consensus was that the ability to look after and manage the Chapter House had been established over the years and therefore there is no reason why the Trust should not take it over. The following resolution was proposed by the Chairman and seconded by JH:</p> <p>That Merton Council be informed that the Merton Priory Trust is now ready to take over the Chapter House site and requests the Council to exercise its option on the land, under the S.106 Agreement.</p> <p>A vote of the Trustees present was held and 7 voted for the proposal with no dissenters or abstentions.</p> <p>Agreed Action: The Council be advised of the above resolution and legal process to be initiated.</p>	LL
5.2	Dennis Turner advised the meeting of the need for the Trust to obtain Public Liability Insurance if it took ownership of the Chapter House.	
6.	Merton Priory Conservation Management - Progress Report by Consultants	
6.1	The Chairman had circulated copies of the draft Part 2 of the Conservation Management Plan, incorporating the proposed Policies for the Merton Priory Study Area, to the group, further copies were tabled at the meeting. A detailed discussion took place and the main points are detailed below:-	

Merton Priory Project – Steering Group Meeting

Meeting Notes		
Item	Discussion	Action By
	General Comment: Discussion about difference between objectives and policies and the extent to which the Management Plan should commit the Trust, or even the Council, to implement policies. Mainly an issue of emphasis and the degree of certainty required.	
	Action Agreed: BS would review the objectives and ensure that policies are incorporated to meet HLF requirements.	BS
	Objective 1: Issue of "re-integration" of the Priory Site discussed. Meaning needs to be clarified, i.e to re-establish the identity of the site as a whole. Agreed that post-medieval archaeology also needs to be included as part of the story of the site. Also agreed to delete "by setting objectives".	BS
	Objective 2: Agreed to replace "should" with "to".	BS
	Objective 3: Agreed	BS
	Objective 4: LL to liase directly with BS on the issues relating to Merton's UDP and emerging Local Development Framework (LDF). Agreed the Policy would be for the Trust to make representations to Merton Council in response to consultation on the LDF. Discussed reference to the "wider Priory site" agreed that all references should be to the original area of the Priory Precinct.	BS
	Objective 5: Trust unlikely to be able to influence noise and pollution, save mitigating their effects possibly by physical measures on the Chapter House site. Merton to be requested to take this into consideration for example in type of road surface to Merantun Way which could reduce noise.	BS
	Objective 6: Agreed	BS
	Objective 7: Agreed that the "design response" should include long-term objectives which should include removal of Pylon and ultimately Merantun Way. Suggested the design responses could be prioritised in terms of shorter, medium and longer term proposals.	BS
	Objective 8: Replace "should be" with "is". The plans should set the priorities for future preservation.	BS
	Objective 9: Replace "should" with "will" and delete reference to "bi annual".	BS
	Objective 10: Need to minimise risk and ensure maintenance is carried out in a way that is not detrimental. May be scope to set priorities for maintenance works to guide the Trust	BS
	Objective 11: Agreed to delete reference to "investigation and recording".	BS

Merton Priory Project – Steering Group Meeting

Meeting Notes		
Item	Discussion	Action By
	Objective 12: Objective requires a "design a proposal" instead of a "feasibility study" for a visitor centre. No need to commission a new feasibility study, can use the study originally commissioned by English Heritage and Merton Council.	BS
	Objective 13: This is one of the main objectives. Add "presentation of" before "Chapter House and expand to provide for a link into a future lottery bid needs to include the design of a professional state of the art website as popular, educational and research resource, possibly incorporating information on wider archaeology of Merton.	BS
	Objective 14: Signage needs to extend across a wider area, ie include tube stations (Colliers Wood, South Wimbledon), bus and tram stops. Also could include outlining the building on the ground, mainly on Savacentre site using coloured markers. Focus on promotional aspects and increasing awareness of presence of the site to the local population. Also suggested should include outreach work to local schools. Cllr Nick Draper agreed to e-mail a short paragraph. Could provide a hinge between the two parts of the Conservation Management Plan	BS ND
	Research and Understanding: Introductory Paragraph duplicates introduction to "Presentation". Audience should include local, national, religious and international.	BS
	Objective 15: Felt that this was the key objective for the Trust and could be adapted as a preface to both Parts 1 and 2.	BS
	Vision: Should be looking at re-invention of the site for the 21st Century and highlight its inspirational qualities.	BS
	Programme: Agreed to revise draft in light of comments above and hold a further meeting of the project group. The next meeting will signal the launch of the Plan for public consultation in April. Could hold a launch and invite Simon Thurley of English Heritage to attend. Action Agreed: Meeting to be arranged with Barry Stow in two weeks to review progress on the Plan. LL to provide Barry Stow with information relating to the Councils Development Plan Policies.	LL/MB/BS JS/DT/DS
7.	Any Other Business	
7.1	Discussion regarding the pedestrian tunnel and ownership. Issue of whether to pursue improvements in the short term. Agree it would be better to await proposals for the Chapter House in order to ensure co-ordinated approach and avoid any abortive work/expense.	

Merton Priory Project – Steering Group Meeting

Meeting Notes		
Item	Discussion	Action By
12	Date of Next Meeting	
12.1	The next meeting, to launch the Conservation Management Plan is to be in April in the Chapter House at a date/time to be agreed.	All

Lone Le Vay - 10th February 2006

Lone Le Vay

From: Angela.Gorman@groundwork.org.uk
Sent: 10 November 2005 14:44
To: marcus.beale@marcus-beale.co.uk; Councillor Su Assinen; curator@wandle.org;
ben.wyer@nationaltrust.org.uk; Phil Ryder; steve.griffin@groundwork.org.uk;
melanief@sustainable-energy.org.uk; nickb@sustainable-energy.org.uk; Lone Le Vay
Cc: SGriffin@groundwork.org.uk
Subject: meeting the HLF

Dear All,

Unfortunately my efforts so far to engage with the HLF over our coordinated bidding have proved to be difficult. They appear to be short staffed and are reluctant to come out to talk with us. They are also under the impression that we are wanting to put in a bid between us and therefore should fill in a pre-application advice form!(this is not the case right now, but there is potential here I think). I am continuing to pursue this matter with a new person, as my contact (Jennifer Cleverdon) has very recently left the HLF.

After having spoken with Ben Wyer about this, he is happy to continue to be involved but does not want to attend a joint meeting with the HLF because they may become confused with this and their own bid which is progressing well I believe.

Below are the comments received from our marketing guru at Gwk UK:

Thanks for sending these through - an interesting range of projects. From an outside perspective I would have said there's a very obvious concept here that could be really attractive to HLF but it will need to be led by two of the projects - the two revolving around energy.

What would excite me would be a 'Wandle Past and Future' programme - 'from industrial revolution to sustainable development' or even 'the post-industrial revolution'. This could be spearheaded by the Ravensbury Mill museum and the Sustainable Energy Centre - both demonstrating the way renewable energy resources can be used to create economic prosperity. I imagine at the same time as the watermill was reaching its Victorian peak there were a lot of people also working to create an environment for workers that was 'improving' with green spaces and decent housing etc. This could be where all the other projects get brought in - an attempt to set the industrial heritage and energy education elements in a wider context protecting and celebrating the area's natural and historical assets, bringing benefits for local residents and attracting visitors to a less fashionable but really important part of the capital. The linking of landscape, buildings, energy and education should be right up HLF's street.

Not sure if the history or geography would neatly fit the concept but if they did there could be a lot of possible branding options and the opportunity for themed education packs and interpretation etc. Happy to think about it further as things develop.

The mapping part of the work has stalled slightly and I was hoping that Marcus would be able to help, with all the software that you must have at your disposal! Lone has put the work into getting most, if not all of the area concerned into base maps so I guess we just need to highlight areas where the projects are located and highlight the River Wandle.

I will let you know if I get HLF on board for discussions ASAP.

kind regards,

Angela Gorman
Development Manager
Groundwork Merton, Morden Cottage, Morden Hall Park,
Morden, Surrey, SM4 5JD.

Tel: 020 8687 4050
Direct Line: 020 8687 4065
Fax: 020 8687 4051
www.groundwork.org.uk

Charity Number: 1056623

This e-mail and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. This information may also be legally privileged. If you have received this message in error, you must not disclose, copy, circulate or in any other way use or rely on the information contained in this message. If you have received this message in error, please delete it immediately and advise us by return e-mail to the above address.