

## DAWLISH TOWN COUNCIL

Minutes of a Meeting of the  
**Manor House & Riverside Centre Committee**  
held at The Manor House, Old Town Street, Dawlish, EX7 9AP on  
**Monday, 12th June 2023 at 2.00 pm**

**Present:**

Councillors Hardy (Chair), Heath (Vice-Chairman), James, J. Petherick and L. Petherick

**In attendance:**

Andrew McKenzie, Town Clerk

*The following minutes will be considered for approval at the next meeting of the Manor House & Riverside Centre Committee and may be subject to change until that time.*

**7 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Dawson (ex-officio), Goodman-Bradbury (ex-officio), and Pyne.

**Resolved** that the apologies be noted.

**8 AGREEMENT OF THE AGENDA BETWEEN PARTS I AND II**

There was no Part II.

**9 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**10 DISPENSATIONS**

There were no dispensations.

**11 MINUTES**

Members considered the minutes of the Manor House & Riverside Centre Committee meeting held on 7 June 2023.

**Resolved** that the minutes of the Manor House & Riverside Centre Committee meeting held on 7 June 2023 be approved and signed as a correct and accurate record.

## **12 TOWN CLERK'S REPORT (IF ANY)**

The Town Clerk advised he was yet to receive a response from Teignbridge District Council's Building Control department, or Conservation Officer regards the canopy at the Manor House.

**Resolved** that the update be noted.

## **13 DRY ROT REMEDIAL WORKS**

Members received and noted the costs to date of the dry-rot remedial works in rooms 4A and 4B.

**Resolved** that

- (a) The report be noted; and
- (b) The budget cost of £3,000 for repair of timber floor structure be approved.

## **14 PROPOSED SCHEDULE OF WORKS**

Members considered the revised recommended schedule of works for the Manor House and Riverside Centre.

In relation to the canopy at the Manor House, it was

**Resolved** that

- (a) Croft Surveyors be asked to comment on the structural integrity of the canopy whilst currently propped up, and whether it constitutes a health and safety risk to the point where its temporary removal (pending listed building consent) is required,
- (b) the contact details for the officer in Building Control be obtained to request an immediate visit for assessment in terms of health and safety,

Following discussion about the wider programme of works, it was

**Resolved** that

- (c) investigations of dry rot spread be undertaken in the Town Council offices, and Mayor's Parlour, and
- (d) Croft Surveyor's be asked to begin a procurement exercise for the Manor House works identified as 'priority', and 'within 18 months', with the inclusion of *treatment of roof timbers with preservative treatment (Cuprinol 5 star or similar)*, and that as part of the tender specification, builders with specific experience of

working on Grade II listed buildings be sought, and that heritage expertise may be obtained where necessary or required.

**15 RECOMMENDATION FROM CIVIC AMENITIES COMMITTEE**

Members considered a recommendation from the Civic Amenities Committee that sought to approve the central strip of the running circle in the Manor House car park being converted into a wildflower area.

During discussion, points were raised that the area is used for weddings and the design of such should be sympathetic so as not to prevent future weddings from taking place under the Monterey Pine.

**Resolved that**

- (a) The Town Clerk be given delegated authority to determine the shape and layout of the wildflower area in consultation with the Events, Projects, and Tourism Officer, ACT Wildlife Warden, and Chair of the Civic Amenities Committee; and
- (b) That appropriate signage be purchased in due course.

**16 MANOR CAR PARK TASK & FINISH GROUP**

Members considered forming a task and finish group to investigate measures aimed at addressing unauthorised parking in the Manor House car park.

Following discussion, it was

**Resolved that**

- (a) A task and finish group is not formed,
- (b) The Town Clerk of Teignmouth Town Council be invited to address the Committee regards Teignmouth’s experiences of parking at Bitton House and the introduction of parking charges; and
- (c) The Town Clerk writes a report detailing other measures available to the Council it could pursue if it were minded to do so.

**The meeting was closed by Chairman at 3.22 pm**

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Cllr Rachel Hardy - Chair – Manor House & Riverside Centre Committee