

**Nicholas Everitt Park Trust**

**Annual General Meeting**

**Monday 28th June 2021**

**Held outside by the Bandstand**

**MINUTES**

**Present:** Councillors Christine Ashdown, Jean Bragg, Tracey Cannon, Paul Carver, Benvenuto Falat, Brian Keller, Sandie Keller, Andrew Page and Lee Pullen.

**Also, in attendance:** Tina Page (Clerk).

### Welcome: Sandie, welcomed everyone to the meeting. This is the first Annual General Meeting fro the Trust. We need to get out to the general public, that the park is a charity trust and not run by the Parish Council. It is a wonderful park and we have achieved some much in the time we had ownership of it.

### To receive and consider acceptance of apologies for absence: Cllr Cuss apologies were accepted.

### Presentation from the new tenants of Everitt Park Café – what they plan for the future: Andrew gave a short presentation. He has taken over Park Café whilst in the Pandemic. While the building was closed due to lockdown, he was able to undergo some refurbishments. The café is now called Everitt Park Café and now fully open. The café is situated in a lovely spot. They hope to be open in the evenings and have themed evenings. He is looking to be open most of the year.

### Presentation from the Lowestoft Museum – what they plan for the flat extension: Rodney presented the following: Lowestoft Museum has been fortunate to be presented with some extra space, which in the additional of the two rooms above the museum, which was used as a flat. Refurbishing the two rooms into one, which will be space for education. In 1982, the archway was blocked up. This will now be taken out to join the Museum. The Museum will officially open this year on 1st July. They will open Thursday to Monday, closed over the quiet days, Tuesday and Wednesday. They will be operating a one-way system. Whilst the Museum has been closed, it has enabled us to prepare more artefacts for the Museum.

### Presentation from Patricia Day – MEND funding and what it entails: Patricia and Jayne presented the following: Generally, the humidity of the building is causing damp from the cellar. Nicholas Everitt Park Trust has produced a condition survey where some of the items stated are urgent. There is an Arts Council England’s Museum Estate and Development Fund (MEND) grant funding stream.

The project aims to address the damp issue in the cellar of the museum. Water has   
compromised the integrity of the walls, one of which is a supporting wall. The building is at risk, as is the collection which is in a perilous condition because of the continuous damp.

### Arts Council England have announced a Museum Estate and Development Fund. We would like to apply for £465,000 to pay for the building repairs and repointing as per the costs outlined in the Repointing and Architectural reports. In order to submit an Expression of Interest (EOI) we need to secure 5% matching funding (23,250). Expression of Interest Deadline: 5th July 2021, noon. Full application deadline: 18th October 2021.

* Current Repointing Report (284,152.76 (including VAT, professional fees and contingency)
* Building repair of the cellar £150,000 (including VAT, professional fees and contingency)
* Professional fees and additions £30,847
* Total £465,000

Would Nichoals Everitt Park Trust provide match funding of £2,000 towards the MEND Fund application?

### Presentation from John Stannard and the Cellar Consultant: John and Thomas provided the following: The cellar needs a lot of work. There is membrane in on top of the floor. John showed us a piece of the floor.

* Take the ceiling down, insulate it and sound proofing
* Lower the floor 9 – 18”
* Walls are standing on water – under pin the walls.
* Waterproof cement 4” slab, 2” up the walls. Waterproof tape.
* Guarantee no flooding again.
* Bear minimum £100,000 increase to £150,000 to provide wriggle room
* Apply for Listed Building Consent. Detailed drawings.

When the question was asked, “Have you found where the water is coming from, can you fix it?” The answer was NO!

Thomas would be happy to project manage this at a cost. It was noted that we would need 3 quotes.

### Question time: Questions were asked at the time.

As no more business was discussed, meeting closed.

Minutes approved on …………… ……………………………… 2022

Signed ……………………………………………… Trustee Chair

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