

**There will be a meeting of the Estates Committee at 9.00am on Tuesday 16<sup>th</sup>  
June 2015**

**The meeting will commence in Tree Court to review item 1 on the agenda,  
and then continue in the William Thatcher Room**

*The Maintenance Manager, the acting IT manager and the Head gardener will be in attendance for relevant items.*

**AGENDA**

**TREE COURT**

- 1 Tree Court Garden sculpture.** A mock-up of the proposed sculpture has been created and will be available for viewing, alongside appropriate scale markers. The Committee is invited to consider the appropriate size and location and to make a recommendation to the Governing Body. *The Development Director and Head Gardener will report*

**WILLIAM THATCHER ROOM**

**Apologies for absence**

- 2 Minutes**  
The draft minutes of the meeting held on 19<sup>th</sup> May 2015 are circulated for approval.
- 3 Matters arising**
- i.** Gatehouse Court Basement. *Domestic Bursar to report.*
  - ii.** Business Continuity planning. A paper is circulated. *Maintenance Manager to report.*
  - iii.** Upper Hall. *Bursar and Development Director to report.*
  - iv.** Room inspection – end of term clear-up. *Domestic Bursar to report.*
  - v.** Library – latent defects. *Domestic Bursar to report.*
  - vi.** Garden furniture. *Domestic Bursar to report.*
  - vii.** Recycling bins. *Domestic Bursar to report.*
  - viii.** Smoking shelter. *Domestic Bursar to report.*
- 4 College Lighting and signage**
- a) Storey's Way entrance. *Domestic Bursar to report.*
  
  - b) Inside College. Some images are circulated. *Domestic Bursar to report.*
- 5 Accommodation Planning.** A paper is circulated. *Bursar to report.*
- 6 Property Risk Review.** The completed template from 2014 is enclosed and a paper from the Bursar. *The Bursar will report.*
- 7 Annual Report of the Estates Committee.** A draft is circulated for comment. *The Bursar will report.*

## MAJOR PROJECTS

- 8 Old College Phase 1 – project update**
- i. Panels above the windows. The decision to retain the panels now in place and to continue this pattern for future stages of refurbishment has been made. Compensation is to be sought from Velfac. *Domestic Bursar to report.*
  - ii. A-C staircase entrance
  - iii. Schedule for internal works to A staircase. *The Domestic Bursar to report.*
- 9 MCR/ The Grove.** Mr Emond presented proposals to the Governing Body on 10<sup>th</sup> June. The GB has authorised the architects to submit an application for planning consent on the basis of these proposals.
- 10 Old College Phase 2.** Phase 2 (Huntingdon Road frontage) landscaping. Mr Emond presented proposals to the Governing Body on 10<sup>th</sup> June. Further detailing of the proposals is required before the proposal can be submitted for planning permission. Formal approval will be sought from the Governing Body at that time.
- 11 Central Building**
- (a) Phase 1(c) Relocation of the Gym.** *Domestic Bursar to report*
  - (b) Phase 3 B/C**  
Further consideration of the width of the internal staircase and the design of the Bar will be brought to a future meeting

## OTHER BUSINESS

- 12 Any Other Business**  
Allotments update. *Dr Cullen will report*
- 13 Next Meetings**  
The provisional dates for meetings of the Committee in 2015-16 are as follows
- 20 Oct 2015
  - 12 Jan 2016
  - 1 March 2016
  - 17 May 2016
  - 14 June 2016

All meetings are booked on Tuesdays to start at 9.30am. The Committee is requested to confirm these dates.