

THE WESTRIDGE STUDIO, HIGHCLERE

TIMELINE

- October 2014** Dorothy Rose Gribble "DR", owner and patron of the Westridge Studio dies at Donnington Nursing Home aged 97.
- May 2015** Highclere Parish Council receives letter from Solicitors and Executors of DR's estate regarding DR's Will and her bequest of the Westridge Studio to the community.
- June 2015** The Parish Council agrees to set up a Working Group, of Parish Councillors and users of the Studio, to consider a way forward.
- Sept 2015** Highclere Parish Council discusses an initial Business Plan and votes to accept DR's Legacy - on the understanding that a long-term future for the Studio can be secured and that the building can be made fit for public use.
Cllr Mike York agrees to become Chairman of the Westridge Studio Working Party. Highclere Parish Council agrees to seek legal advice regarding the most appropriate legal structure for the Studio. Consultations also take place with BDBC Community Services.
- 13 Oct 2015** Highclere Parish Council votes to appoint solicitors, Wellers Hedleys Law Group, to act on its behalf in setting up a Charitable Trust, securing the smooth transfer of DR's Legacy to the Parish.
- 13 Nov 2015** First meeting with Solicitors. HPC advised that a Charitable Incorporated Trust, CIO, is the most appropriate option as it gives a clear framework for

the management of the Studio and with limited liability.

14 Jan 2016 Highclere Parish Councillors meet with Roger Taylor of Wellers Law Group for full briefing of options with regard to setting up a charitable trust for the Studio.

9 Feb 2016 Highclere Parish Council votes to adopt the format of a Charitable Incorporated Organisation for the Westridge Trust using the Foundation Model Constitution and for Chairman, Cllr Sally Izett and Cllrs Michael York and Mike Jenkins to be the initial Trustees of the Westridge Trust.

Solicitor prepares application to the Charity Commission for the Westridge Studio to become a Charitable Trust.

March 2016 First meeting of the Westridge Studio Working Party comprising the 3 initial Trustees and 5 volunteers.
Set of objectives agreed:

- to commence a building design and refurbishment plan
- to develop a Business and Marketing Plan
- to investigate a website and booking system
- to compile a database of previous and potential users
- to explore sources of funding

May 2016 Site clearance event of the "Paddock" involving local volunteers.

July 2016 Meeting of the Westridge Studio Working party to discuss queries from the Charity Commissioners in relation to the application for the Westridge Studio to become a charity.

4 Oct 2016 The Charity Commission approves the application. The Westridge Studio is now The Westridge Trust. Charity Number 1169481

Dec 2016 Transfer of the Studio and the Paddock to the Land Registry title owned by the Westridge Trust. The Westridge Studio Working Party agrees to form two sub-committees:

- Delegated Launch Committee to concentrate on fund raising
- Delegated Building and Refurbishment Committee to concentrate on the planning application and to source building estimates

January 2017 Transfer of residual funds from DR's estate to the Trust. Consultation with BDBC Planning Department about the proposed refurbishment plan.

29 January Information Event held at Highclere Village Hall. Proposed plans for the Studio on display. Suggestions and comments invited from attendees.

March 2017 Planning Application submitted to BDBC.

April 2017 The Westridge Trust asked by the Planning Authority to provide:

- A Conservation Survey including a Bat Survey
- A Tree Survey

Investigation of Roof Trusses and a further, in-depth structural engineer's report raises concerns about the strength of the building and of the first floor.

May 2017 Safari Lunch raises £1,100. First 100 Club launched.

June 2017	Garden Coffee Morning raises £400.
July 2017	The Westridge Trust submits a Grant Application to BDBC's Local Infrastructure Fund (LIF) to assist with the costs of the refurbishment project. This includes a revised Business Plan.
Sept 2017	BDBC (LIF) awards The Westridge Trust a Grant of £80,000 for the project. Planning Permission Granted by BDBC.
4 Oct 2017	First Annual General Meeting of the Westridge Trust <ul style="list-style-type: none"> • Angela Tiley, Treasurer, appointed as Trustee
Oct 2017	Second 100 Club launched.