



SKELTON TOWNSCAPE HERITAGE PARTNERSHIP BOARD

Minutes of a Meeting of the Partnership Board held on Wednesday 7th
December 2016 in Skelton Civic Hall

Present: Anthony Harding (Lead Applicant & Chair), Anthony Wharton (Skelton and Gilling Estates), Audrey Kirby (Church Representative), Jane Dauncey (Shopkeepers' Representative), Darren Edmends (Masterplan Delivery, Redcar & Cleveland Borough Council R&CBC) Julia Hedges (Skelton Villages Civic Pride), Jo Fearey (Community Development Officer Redcar & Cleveland Borough Council), Peter Appleton (Methodist Church Representative), Dr Michael Betterton (Residents Representative)

In Attendance: John Haw (Project Manager)
Christine Purcell (Southern Green Landscape Architects) for item 4
Dr.Robin Daniels (Tees Archaeology) for Item 4

- 1. Apologies:** Rita Lawson (Tees Valley Rural Community Council), Pam Batts (Skelton Villages Civic Pride)

The Board were informed by Darren Edmends that he is replacing Lydia Scarth as the Redcar & Cleveland Borough Council representative, following her unfortunate redundancy.

It was agreed that Anthony Harding would convey thanks on behalf of the Board in recognition of her considerable contributions to Skelton Townscape Heritage project.

2. Minutes of the previous meeting on 9th November 2016

The minutes of the previous meeting were agreed.

3. Matters arising not covered on the Agenda

A paper was tabled by the Project Manager concerning Costing Valuation of Public Non-Cash Contributions regarding 'Included items or services that you



receive without charge'. The detail and value of these contributions was explained.

4. Action Reports

Public Realm Design Report – Christine Purcell (CP)

The detailed drawings for the Public Realm design were displayed and explained by CP in preparation for the production of tender documents. The Board were also shown details of new paving and the cleaning and restoration of existing paving in parking areas.

A suggestion to move the bus shelter next to the Fire Station) to facilitate better view of the proposed mosaic mural will be explored with associated costs.

The responsibility for surfacing adjacent to 'Stitches' premises was discussed, it was agreed to review the issue with the owner at a future meeting with architects. CP reported that existing seating would be retained and relocated on the High Street.

The Board were informed that removal of the BT telephone booth is proposed in the designs and this would be subject to public consultation. It was noted that the BT booth is currently out of use.

It was proposed to relaunch Saturday morning opening of the project office at 97 High Street to display plans and samples of paving.

Activity Statement 1 – Dr Robin Daniels (RD)

Snapshot in Time Project – RD described the research carried out to identify existing buildings in Skelton High Street before proposed changes. RD led the work which was carried out during 4 days with a team of volunteers.

Boroughgate Archaeology Project – RD outlined details of the site and the programme of work over three years.

The geophysical survey had been carried out by a Durham University team during November 2016 and the early results were explained. A detailed report is expected early in 2017. RD agreed to provide a larger higher resolution image for display in the village.

RD expressed his thanks to Skelton & Gilling Estates and the tenant farmer Miss Bainbridge for their co-operation and support. He also highlighted the need for volunteer involvement in the next stages of the project.



It is proposed to hold a 'Workshop' to train volunteers with support from Durham University archaeology consultants and a talk by RD. Skelton Library was suggested as a suitable venue.

Activity Statement 6 – Dr Mike Betterton (MB)

Historic Sports/Gala Day

MB reported that the Sports day project team met on Tuesday 6th December 2016. It was agreed to seek the availability and permission to hold the event on the Skelton Sports field, Station Lane on 28.5.18. The Neighbourhood Development Officer, Jo Fearey (JF) agreed to forward an application to R&CBC.

It was reported that contacts for sports groups have now been identified. JF also agreed to provide an event planning guide for the team.

The possibility of a 'carnival style' procession through the village was suggested as part of the event.

The need for fundraising was emphasised, as currently there is only £1000 in the budget for planning this event.

Activity Statement 8

Mosaic Trail Report – 20 properties have expressed interest in joining the scheme. The trail requires 27 sites along the 'trail'. Progress with identifying the remaining sites is nearing completion.

Skelton History Group is working with schoolchildren on design ideas.

It was reported that Helen and Derek Grant (Mosaic Designers) have passed plans for the large mosaic to architects Southern Green for incorporation in the public realm designs.

Skills Audit

No further analysis to report.

5. Financial Report

Finance Report No.5 detailing income and expenditure up to 30th November 2016 shows there were no outstanding issues with spending to date.



Professional Fees Report

The cost pressures associated with the recruitment of cost consultancy and building design services were reported earlier.

Balance omitted as commercially sensitive.

National Insurance Costs

Omitted as commercially sensitive.

6. Programme

Programme Action Plan for the period from October 2016 to February 2017 was circulated.

Progress in Rolling Programme was reported.

There were no issues of any implication on the start dates previously identified.

Delays in appointing professional consultants are being addressed following agreement with HLF for use of contingency. The delays incurred in professional recruitment were explained with reference to time frames for procurement processes at R&CBC.

Additional Fundraising – Approaches to four charitable funds, previously reported, have resulted in one negative response to date. It was agreed to approach a further four funds early in 2017.

7. Items for Report, Endorsement or Decision

There were no items requiring endorsement.

Financial Items for Decision by the Board

Omitted as commercially sensitive



8. Risk Register

Omitted as commercially sensitive

9. Publicity

The Chair of the Skelton NAP agreed for the Project Manager to attend NAP meetings to report Partnership Board news.

It was reported that there had been 270 hits on the STH website.

10. Any Other Business

There was no other business

12. Date of Next Meeting

Wednesday 11th January 2017 at 2.00pm in the Skelton Civic Hall

Meeting closed at 16.00



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