



SKELTON TOWNSCAPE HERITAGE PARTNERSHIP BOARD

Minutes of a Meeting of the Partnership Board held on Wednesday 8th March 2017 in Skelton Civic Hall

Present: Angus McDonald (Chair), Anthony Harding (Lead Applicant), Rita Lawson (Tees Valley Rural Community Council), Pam Batts (Skelton Villages Civic Pride), 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),

In Attendance: John Haw (Project Manager)

- 1. Apologies:** Dr Michael Betterton (Residents Representative)
- 2. Minutes of the previous meeting on 8th February 2017**

The minutes of the previous meeting were agreed.

3. Matters arising not covered on the Agenda

There were no matters arising.

4. Action Reports

Public Realm Progress

The Project has now gone out to tender with a closure of responses on Monday 27th March 2017. It was reported that there had been several expressions of interest, including two from local authority services. The process of tender evaluations will be completed at a meeting on Wednesday 5th April 2017, the outcome to be presented at next meeting of the Board on 12th April 2017.

The Board were informed that the consultant design architect, Christine Purcell of Southern Green Architects, is retiring from the project with immediate effect. She had been the principal author of designs to date.



DE reported on the removal of the BT payphone, close to Stitches shop, following the end of the public consultation period on March 17th 2017.

Mosaic Project – A meeting with the project architects had taken place and a time-line agreed. The Board were shown two design options. It was agreed to recommend the installation of a revised design after further comment. A revised border garden provision cost has been received from Wilkinson Landscapes. JH reported that a revised planning application for this project will now be submitted.

Procurement Fair – Monday March 13th 2017 – The Board were informed that arrangements have been made for this meeting in the Skelton Civic Hall from 15.00 – 18.00. It was noted that there had been considerable interest from local contractors.

Building Design Progress & Programme – Preliminary drawings have been received from design consultants Harris Irwin. A meeting is arranged for March 27th 2017 to agree building design works for tendering.

Legal Documentation Progress – The HLF have agreed to produce draft legal documents to be presented to shop owners.

The remainder of this item is commercially sensitive

Consultation with freeholders and shopkeepers – JH reported that most owners have been contacted with the remainder met, shortly. It was reported that matters regarding recent work completed by owners on their properties will be taken into consideration.

HLF Issues – It was reported that the Regional Director had been contacted in order to attempt to get a response on matters relating to the interpretation of the 'Clawback' cause.

A request for advice on a 'heritage palette' of suitable colours for decorating new shopfronts has been requested from HLF.

Activity Statement 1 – Archaeology Project - Workshop & Lecture 22nd March 2017

It was reported that there had been 18 bookings to date for the Workshop.



Supported by
The National Lottery[®]
through the Heritage Lottery Fund





A public lecture will be held on the same evening, it was requested that those wishing to attend should give notice to ensure suitable seating would be available.

Phase 2 of the Archaeology Project to carry out the Earthwork Survey will take place beginning Tuesday May 9th 2017 and lasting 14 days on site.

Activity Statement 6 – Historic Sports Day

MB reported on a meeting held in the Project Office on 28th February 2017. There were several volunteers attending this meeting and it was proposed to establish a small subgroup of 4 Board members (AH, JF, MB and PB) to further the Event Planning Application to R&CBC. Further meetings will take place on 6.3. and 13.3.17.

A separate volunteer group will be convened by PB to generate input to event activities. It was recommended that information from the 'Showman's Directory' could provide a source of possible entertainment options.

Activity Statement 8 – Mosaic Trail

The designs produced with input from Freeborough Academy students were tabled.

Progress with the Mosaic Trail was continuing with plans to agree consent regarding advertising and conservation issues.

5. Financial Report

Fund Raising – PB reported that £500 had been donated by Taylor Wimpey plc to cover the costs of bush rose plants in the Mosaic garden.

An application for £5000 to the Clydesdale & Yorkshire Bank Foundation had been sent to support the costs of heritage seating and planting.

Financial Report No.8 to 28th February 2017 – The report was circulated. It was noted that the first repayment of costs had been received by R&CBC from HLF. It was reported that there had been an overall increase of 0.75% in costs incurred, compared with the original identified cost plan. JH stated that it is not intended to seek further cover from HLF for this amount.

Recovery of Contributions - It was stated that claims to HLF for recovery of spending only cover 69% of costs incurred. As a consequence it is proposed that funds held by Skelton Villages Civic Pride (SVCP) in respect of the



Supported by
The National Lottery[®]
through the Heritage Lottery Fund





project, are required to be made available in response to invoices raised by R&CBC.

6. Programme – The updated Rolling Programme was circulated. JH reported that progress on all issues is going well and delays were minimised.

7. Items for Report, Endorsement or Decision – New dates for future Board meetings were agreed as May 17th, June 14th, July 19th and August 16th 2017.

8. Risk Register – Items agreed at the last meeting on February 8th 2017 were identified in the revised register.

9. Website Update – PA reported an increase of ‘hits’ on the STH website both in numbers and spread of enquiry source. It was suggested that this had been partly as a result of the Archaeology project. It was agreed to add published articles concerning the project to the website, subject to copyright.

10. Any Other Business

None

11. Date of next meeting – Wednesday 12th April 2017

Meeting closed at 15.40

New dates for the next quarter from April 2017 would be agreed at the next meeting.