



SKELTON TOWNSCAPE HERITAGE PARTNERSHIP BOARD

Minutes of a Meeting of the Partnership Board held on Wednesday 16th August 2017 in Skelton Civic Hall

Present: Angus McDonald (Chair), Anthony Harding (Lead Applicant), Pam Batts (Skelton Villages Civic Pride), Anthony Wharton (Skelton and Gilling Estates), Rita Lawson (Tees Valley Rural Community Council), Audrey Kirby (Church Representative), Peter Appleton (Methodist Church Representative) Dr Michael Betterton (Residents Representative) and Lawrence Kerrigan (Place Investment Officer, R&CBC)

In Attendance: John Haw (Project Manager)

1. Apologies: Jo Fearey (Community Development Officer, (Redcar & Cleveland Borough Council),
Julia Hedges (Skelton Villages Civic Pride),
Darren Edmonds (Place Investment Manager, (Redcar & Cleveland Borough Council)

2. Minutes of the previous meeting on 19th July 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

HLF Clawback Issues

JH reported on developments and further action following the communication from HLF requesting secondary responses from owners on the basis of the revised arrangements.

JH stated that it is likely that 7 of 11 owners are expected to go forward in Phase 1 of the Building project. He reported that the other 4 owners are unlikely to proceed.

Balance omitted as commercially sensitive.

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JH reported that it is expected that HLF will issue revised guidelines for clawback on completion of discussions with owners.

Public Realm

Contract Progress and Cost Issues

JH reported that there had been further delays, involving tree planting, mainly due to unidentified services under the highway and the requirement to re-lay the paving outside 'Stitches and Peter Short's shops which will be carried out at the contractor's expense.

JH stated that the revised finishing date of 18.8.17 will not now be met. He also reported that errors had been made by the contractors on the site at the foot of The Hills, this has contributed to the delays and additional costs are being claimed by the contractors which are being evaluated.

There is additional 'white lining' to be carried out and the placement of a bund behind the Mosaic wall, both of which will incur additional costs.

Remainder omitted as financially sensitive.

Progress of the Mosaic panel Design & Production

PB reported that work on the Mosaic panel is progressing and is expected to be completed in late September 2017. It was noted that there had been further volunteer involvement in producing the mosaic.

Planting

PB stated that the planting of the Mosaic bed will take place in early October 2017.

Building Design Progress and Programme

JH reported that he had re-engaged with all owners in Phase 1 as stated earlier and expected that 7 of 11 owners are expected to proceed.

Design consultations are on-going and it is anticipated that plans will be completed to facilitate the tendering process in November 2017

JH informed the Board that work could commence in February 2018 on this basis.

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ACTIVITY STATEMENT

Archaeology – Activity 1

The report of the Earthworks survey completed on 19th May 2017 is finalised and Robin Daniels has been invited to report to the Board at the next meeting on 6th September 2017.

Activity Statement 6 – Historic Sports Day

AH reminded the Board that it was agreed at the last meeting that JH will produce a draft final communication to all sports groups to seek mutually convenient meetings. A draft communication has been agreed and will be sent to all sports groups after the Bank Holiday at the end of August 2017. AH also reported that he was researching an alternative arrangement as a contingency. He agreed to report details of this, at the next meeting, if required.

Activity 8 – Mosaic Trail Project

In her absence, JF submitted a report of the progress to date.

5. Financial Report

Fund Raising - PB reported that she had submitted a bid for £5,000 to Sirius Minerals plc on the closing date for applications. A bid to the Mick Aston Archaeological Fund for £1,000 had also been submitted.

PB was thanked for her efforts in making these applications.

Financial Report No.13 to 31st July 2017 – The report was circulated. JH explained the claims and spending to date. It was noted that there was a marked increase in spending due to interim payments for the Public Realm contractors.

Remainder omitted as financially sensitive.

6. Programme

The updated four month Rolling Programme to November 2017 was circulated. JH reported that programme delays were largely due to negotiations with HLF on clawback issues.

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Volunteer input into the Mosaic programme was commended and specifically the work done by PB and JF.

7. Items for Report, Endorsement or Decision

Activity Statement 3 – Oral History Brief

The Brief was circulated – The project will be conducted by Tees Archaeology within a designated budget of £2,525. **This was approved subject to final comments by Board members within 7 days of this meeting**

8. Risk Register

There were no new issues to add.

9. Website Update – A graphic report was circulated. PA reported that the latest usage showed strong variations with an overall small increase in web contacts.

10. Any Other Business – JH reported that a ‘For Sale’ notice had been erected on the Project Office at 97 High Street. The owners will be approached to consider the effect on the project.

JH also reported that has been contacted regarding the possibility of the newly planted trees on the High Street, interfering with CCTV monitoring. It was agreed that this will be investigated.

PB suggested that tree guards should be erected around the newly planted trees. The cost of this provision will be investigated as it is not part of the contract.

PB questioned the value of the ‘white lining’ on the High Street. There were mixed views on this topic. It was agreed that a revision of the current provision will be examined.

11. Date of next meeting – Wednesday 6th September 2017 at 14.00

Meeting closed at 15.20

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