



SKELTON TOWNSCAPE HERITAGE PARTNERSHIP BOARD

Minutes of a Meeting of the Partnership Board held on Wednesday 17th January 2018 in Skelton Civic Hall

Present: Angus McDonald (Chair), Anthony Harding (Lead Applicant, Anthony Wharton (Skelton and Gilling Estates), Pam Batts (Skelton Villages Civic Pride), Julia Hedges (Skelton Villages Civic Pride), Dr Michael Betterton (Residents Representative), Lawrence Kerrigan (Place Investment Officer, R&CBC), Jo Mead (Community Development Officer, R&CBC) and Audrey Kirby (Parish Church Representative).

In Attendance: John Haw (Project Manager)

1. Apologies: Rita Lawson (Tees Valley Rural Community Council), Peter Appleton (Methodist Church Representative), and Darren Edmonds (Place Investment Manager, Redcar & Cleveland Borough Council)

2. Minutes of the previous meeting on 13th December 2017

The minutes of the previous meeting were agreed.

3. Matters arising not covered on the Agenda

There were no matters arising.

4. HLF Monitoring Meeting 9th January 2018

The meeting took place with Andrew Purcell (Monitor AP) and the Project Team. The HLF officer was not present.

JH reported that AP was informed it was likely there would be potential budget revisions based on the outcome of Phase 1 of the Building Project.

AP had raised the issue of the Works Agreements required for Phase 1 in respect of any 'clawback' not being claimed by R&CBC. Although it was agreed that this would not be the case, HLF required written confirmation.

LK stated that R&CBC were undertaking to provide this confirmation.

The next meeting is scheduled for 19th April 2018.

5. Action Reports

Public Realm

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Contract Final Account - JH reported that the final account has not yet been received from Seymour's. It was noted that 2.5% of the total is retained pending rectification of any faults.

Community Mosaic – Interpretive Plaque

JH reported that the Interpretive Plaque had been erected. It was noted that a duplicate plaque had also been produced.

Planting issues

JH reported on progress related to the damage caused to the bed next to The Hills by scaffolders. LK stated that the R&CBC legal team are considering the submission of a claim in respect the cost of replacement of plants of £471.

Building Design Progress and Programme Report on Procurement and Timetable

JH reported on the contractor procurement process – 4 tenders had been received by R&CBC by the closing date of 8.1.18. Of these, one submission was disqualified. The 3 remaining tenders were considered for evaluation on 15.1.18, on a quality/pricing basis (60%:40%). A successful submission was agreed by the evaluation team for nomination to the Board.

JH explained the background circumstances relating to seeking agreement with owners to agree work on 7 properties. The situations for 89 High Street (Church Shop) involving both the Diocese and Parish Church Committee were now clarified and progress towards agreement is expected. The situation with 83, which is now under a new lease, requires work to be undertaken at the earliest opportunity stage, which may require special address.

Next item omitted on the grounds of commercial confidentiality

A POTG submission is required by HLF to facilitate their approval to release finance for the building scheme.

JH stated that in consideration of these issues, it may result in less than 7 properties being included in the initial building scheme.

Co-Op Shop Skelton High Street

JH described the plans submitted by the Co-Op group for the replacement and rebranding of the Skelton High Street shop external fascia. He reported that issues regarding the planning application have been discussed with the R&CBC planning officer, also the Co-Op head office have been informed that Heritage Lottery funding could be available for this work if it was included within the Skelton Townscape Heritage project.

In response to the Co-Op plans, PB proposed that an objection should be lodged from SVCP on the grounds that the submission was not sympathetic with the Townscape Heritage scheme.

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This was agreed.

Report of Progress with Phase 2 Building

JH reported that there no responses to invitations to owners for participation in Phase 2 of the scheme. He indicated that he expected owners were awaiting the outcome of Phase 1.

ACTIVITY STATEMENT

Activity Statement 3 – (Oral Memories) renamed Recorded Memories – report on progress

A meeting has been arranged to be hosted by Kate Bartram (Tees Valley Wildlife) on 23.1.18. Tuition in the use of recording equipment and completing the required documentation will be undertaken.

Activity Statement 6 –Sports & Gala Day – Next steps

AH reported that a meeting with the Red Wyverns re-enactment group representatives took place in Skelton on 7.1.18. The group met with MB, AH and JH.

Two possible venues were visited, and it was agreed to seek the availability of the DeBrus Centre sports field in preference.

AH reported that details of liability insurance and risk assessment for the planned activities, will be forwarded by Red-Wyverns team, for inclusion in the planning document.

A further meeting of the Sports sub-group is planned for 30.1.18

Activity Statement 8 – Mosaic Trail Project

JM reported on meeting with Freebrough students and contacts with property owner/occupiers on Skelton High Street. The property known as 'The Gas House' is being investigated as a potential site for placing a plaque in Phase 2 of the scheme. The extent of Phase 2 scheme would complete coverage of buildings from the New Parish Church to the Boroughgate area.

JM stated that 74a and 173 High Street are also under consideration and there will be 14 additional plaques in Phase 2 resulting in a total of 27 when completed. In addition, there are a number of properties 'in reserve' which could be considered for a further phase before the Project ends.

6. Financial Report

Financial Report No.18 to 31st December 2017 – The report was circulated

JH reported that the total spend to date was £342,131 to date and the HLF grant to date is £199,297.

JH stated there were increases in non-cash and volunteer contributions above forecast levels.

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Fund Raising

Progress with an application for NAP funding was being considered by councillors. It was noted that there may not be a requirement for this funding when revised budgets are agreed.

7. Programme

The updated four month Rolling Programme to April 2018 was circulated. There no matters arising.

8. Items for Report, Endorsement or Decision

Recommendations regarding the selection of contractor for Building

Façade Works Phase 1

Financial Items for Decision by the Board

1. To agree the appointment of Quadriga Contracts Limited of Northwich as contractor to undertake the construction of Building Façade Works Phase 1

Remainder omitted on the grounds of commercial confidentiality

THIS WAS AGREED

9. Website Update

A report of usage was submitted by PA (in absence). This was noted

10. Risk Register

There were no additional items.

11. Any Other Business

MB raised the issue of posting publicity information for the Medieval Sports Day on Facebook. It was agreed to contact Janice Wilson with a proposal to forge a link to the Skelton Past & Present website with links to Facebook.

12. Date of next meeting – Wednesday 14th February 2018 at 14.00

Meeting closed at 15.45pm

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