



SKELTON TOWNSCAPE HERITAGE PARTNERSHIP BOARD

Minutes of a Meeting of the Partnership Board held on Wednesday 16th May 2018 in Skelton Civic Hall

Present: Angus McDonald (Chair), Peter Appleton (Methodist Church Representative, Vice-Chair), Anthony Wharton (Skelton and Gilling Estates), Pam Batts (Skelton Villages Civic Pride), Janice Wilson (Skelton Villages Civic Pride), Jo Mead (Community Development Officer, R&CBC), Julia Hedges (Skelton Villages Civic Pride), Lawrence Kerrigan (Place Investment Officer, R&CBC), Dr Michael Betterton (Residents Representative) and Rita Lawson (Tees Valley Rural Community Council),

In Attendance: John Haw (Project Manager)

1. Apologies: Audrey Kirby (Parish Church Representative).

Annual General Meeting

2. To elect the Officers of the Partnership Board

Chair – Angus McDonald (uncontested)

Proposed – Pam Batts; seconded - Dr Michael Betterton

Vice Chair - Peter Appleton (uncontested)

Proposed – Pam Batts; seconded - Julia Hedges

Secretary – as no nominations were received, it was agreed that Jo Mead would circulate the vacancy to her Community contacts to explore whether there was a potential volunteer in the local community.

3a. To receive nominations from Skelton Villages Civic Pride for the role of Lead Applicant – Pam Batts was nominated.

3b. To receive nominations from Skelton Villages Civic Pride for a replacement Member of the Partnership Board - Janice Wilson was nominated

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4. To note formally the role of Anthony Harding as Lead Applicant from 22nd July 2015 to 14th April 2018.

Pam Batts moved this and was unanimously supported.

Main Agenda

5. Minutes of the previous meeting on 11th April 2018

The minutes of the previous meeting were agreed.

6. Matters arising not covered on the Agenda

Item 10 - PB again reminded the Board of her concerns regarding maintenance liabilities for the Public Realm once the end of defects period is reached in September and in particular concerns over the state of "The Hills". JH reported that a meeting was to be held with Seymour's and Southern Green to discuss "The Hills". The possibility of provision of a litter bin and a sign requesting that people respect the planting was discussed. It was agreed to place the item on the agenda for the next meeting.

7. HLF Quarterly Monitoring Meeting

Issues arising subsequent to meeting

JH reported that HLF were initially reluctant to allow a payment of £2,000 to Activity 6, the Heritage Day. A possible alternative was discussed but it was agreed that further representations should be made to HLF.

8. Action Reports

Building Façade Works Phase 1

Contract Progress & programme Issues – 1. The need to submit formal Highway Stopping Up Orders in respect 83, 89 and 109, High Street was noted. LK reported that the necessary submissions had been made to the Department of Transport, but the process would take 13 weeks assuming no objections.

Remainder omitted due to commercial confidentiality

Building Façade Works Phase 2

Report on developments with the Co-op – JH reported he was still awaiting a response from Astley's, consultants to the Co-op, regarding a revised application reflecting the aspirations of the Project.

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General Progress with Phase 2 – JH reported that he would be attempting to visit “absentee” freeholders. The new owner of 103, High Street had made contact with a view to becoming involved in Phase 2.

Activity Statements

Activity 1 - Boroughgate Archaeology – JH reported that the Workshop and evening public lecture, held on the day previous to the Board Meeting had been a success and well attended. Steps were well in hand to commence the Dig on 25th June. The public Open Day would take place on Sunday 1st July.

Activity 3 – Recorded Memories Project – JH reported that work was now underway. Alan Richardson was to be interviewed on 29th May and Lee Ingby had agreed to be interviewed.

Activity 6 – Medieval Re-enactment /Sports Day – JH reported that the detailed Event Plan had now been submitted to RCBC. Detailed costings had been prepared, together with a rota of marshals for the day. PB moved thanks to JH and JM be recorded. This was agreed. The marshals’ rota would be circulated o the next Board meeting.

Activity 8 – Mosaic Trail Phase 2 – Progress Report - JM reported that more preliminary designs prepared by the mosaic artists were available. A response was awaited from the Churches Conservation Trust regarding “Old” All Saint’s Church. A series of dates had now been agreed for the mosaic artist to take the new mosaics around to be worked on at a number of venues, including Freebrough Academy, Skelton Primary School, SVCP Coffee Morning, Skelton Library and the local dementia group.

9. Finance Report

The Financial Report No.23 to 30.4.18 was circulated.

The total spend on the Project to date is £372,233 and JH explained the movements in spending for the last month. HLF Claim 7 for £25,516 has not yet been paid by HLF. RCBC has contributed £67,273 to date and was currently carrying an additional £47,033 in cash flow support to the Project. Non-Cash contributions stood at £8,095 and volunteer time at £80,680.

10. Programme Action plan – Four Month Rolling Programme to August 2018

The Programme documents were circulated.

11. Items for Report, Endorsement or Decision

There were no Items for Decision by the Board

12. Website Update

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PA provided an update of use of the site. It was noted that the recent usage reflected references made on local Facebook pages. It was expected that the site would be used soon to publicise the Heritage Event.

13. Risk Register

Harris Irwin's Risk Register for Building Facade Works Phase 1 was circulated. It was agreed to add Highway Stopping-up Orders to the main Register.

14. Any Other Business

JM indicated that there were significant changes to Community Development in RCBC which might have an impact on her future role.

RL indicated that there were also significant changes taking place in TVRCC.

15. Date of Next Meeting

The next meeting will be on 13th June 2018 at 14.00 in the Skelton Civic Hall.

The meeting closed at 15.30

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