



SKELTON TOWNSCAPE HERITAGE PARTNERSHIP BOARD

Minutes of a Meeting of the Partnership Board held on Wednesday 13th June 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), Jo Mead (Community Development Officer, R&CBC), Julia Hedges (Skelton Villages Civic Pride), Audrey Kirby (Parish Church Representative), Lawrence Kerrigan (Place Investment Officer, R&CBC) and Dr Michael Betterton (Residents Representative).

In Attendance: John Haw (Project Manager)

1. Apologies: Janice Wilson (Skelton Villages Civic Pride), Rita Lawson (Tees Valley Rural Community Council),

2. Minutes of the previous meeting on 16th May 2018

The minutes of the previous meeting were agreed.

3. Matters arising not covered on the Agenda

There had been no success in recruiting a potential Secretary. JM reported that an ideal candidate was unavailable on Wednesday afternoons. Consideration should be given to an advertisement.

4. Action Reports

Public Realm

Public Realm – The Hills. JH reported that Southern Green (Public Realm consultants) had been asked to review the scheme and its planting. The problem caused by a vehicle parking on the site were noted.

Building Façade Works Phase 1

Contract Progress & programme Issues –JH reported that 72 and 72A High Street should be completed by 28/6. Work had commenced on 117, High Street.

www.skeltontownscapeheritage.org.uk

**Funding raised by
The National Lottery**
and awarded by the Heritage Lottery Fund



Building Façade Works Phase 2

Report on developments with the Co-op – JH reported that a meeting was now arranged with Astley's, consultants to the Co-op, regarding a revised application reflecting the aspirations of the Project. This would take place on 18/6.

General Progress with Phase 2 – JH reported on his visits so far to “absentee” freeholders. The new owner of 103, High Street is anxious to proceed. The possibility of adding the property to the end on the current contract is being investigated. A survey & design meeting is to take place on 20/6

Activity Statements

Activity 1 - Boroughgate Archaeology – JH reported that steps were well in hand to commence the Dig on 25th June. Robin Daniels has a full set of volunteers. The public Open Day would take place on Sunday 1/7. PB and AM agreed to assist JH with the “Park & Ride” Bus. The History Group will be taking a tour to the Dig on 30/6

Activity 3 – Recorded Memories Project – JH reported that work was now underway with two interviews completed to date. He also reported the loss of 3 volunteers from the Project.

Activity 6 – Medieval Re-enactment /Sports Day – JH reported that approval of the Event Plan was still awaited from RCBC. This was now placing the Event at risk, not least because SVCP were unable to confirm with their insurers. **It was agreed** that AM would write to the RCBC Chief Executive indicating a 1-week deadline.

Activity 8 – Mosaic Trail Phase 2 – Progress Report - JM circulated further preliminary designs prepared by the mosaic artists. 5 out of 6 sessions with the mosaic artists, taking the new mosaics around various groups, had now taken place. JM would provide JW with attendance figures for the Volunteer calculations.

5. Finance Report

The Financial Report No.23 to 31.5.18 was circulated.

The total spend on the Project to date is £392,561 and JH explained the movements in spending for the last month. HLF Claim 7 for £25,516 (HLF Contribution £17,607) was paid by HLF on 23/5, bringing their contribution up to £253,870. RCBC has contributed £67,273 to date and was currently carrying an additional £45,533 in cash flow support to the Project. Non-Cash contributions stood at £8,453 and volunteer time at £82,625.

Remainder omitted on grounds of confidentiality

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

The Programme documents were circulated. JH drew the Board's attention to the revised Phase 2 Programme. He also indicated that a brief for Activity 2 (Interpretation Bards at Boroughgate) would need to be brought to a future meeting.

7. Items for Report, Endorsement or Decision

There were no Items for Decision by the Board

8. Website Update

PA provided an update of use of the site. It was again noted that references made on local Facebook pages to the Project was effective in increasing interest in the Website. It was expected that the site and links to Facebook would be used soon to publicise the Heritage Event.

9. Risk Register

No Risks were added but the potential for issues in respect of the Heritage Event were noted.

10. Any Other Business

1. Concerns over CCTV coverage of the High Street were noted
2. LK reported that damaged bollards were due to be replaced the following week. LK was asked to investigate the possibility of providing additional litter bins at "The Hills" and outside the newsagents.

Remainder omitted on the grounds of commercial confidentiality.

15. Date of Next Meeting

The next meeting will be on 11th July 2018 at 14.00 in the Skelton Civic Hall.

The meeting closed at 15.30