



SKELTON TOWNSCAPE HERITAGE PARTNERSHIP BOARD

Minutes of a Meeting of the Partnership Board held on Wednesday 15th
August 2018 in Skelton Civic Hall

Present: Angus McDonald (Chair), Peter Appleton (Methodist Church Representative, Vice-Chair), Anthony Wharton (Skelton and Gilling Estates), Jo Mead (Community Development Officer, R&CBC), Janice Wilson (Skelton Villages Civic Pride), Audrey Kirby (Parish Church Representative) and Lawrence Kerrigan (Place Investment Officer, R&CBC)

In Attendance: John Haw (Project Manager)

1. Apologies: Rita Lawson (Tees Valley Rural Community Council), Pam Batts (Skelton Villages Civic Pride), Julia Hedges (Skelton Villages Civic Pride) and Dr Michael Betterton (Residents Representative).

2. Minutes of the previous meeting on 11th July 2018

The minutes of the previous meeting were agreed.

3. Matters arising not covered on the Agenda

There were none.

4. Action Reports

Public Realm

Public Realm – The Hills. JH reminded the meeting that the quote for a proposal for an upstand kerb to better contain soil from Seymour's was viewed as excessive. An alternative quote from RCBC's DLO was still awaited. JH reported that winter damage to planting would be replaced within the Defects Period by Seymour's at original specification. JH reported that a Terex dumper had been parked on the site by contractors working for Northern Power Grid but had been removed on instruction.

www.skeltontownscapeheritage.org.uk

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



Building Façade Works Phase 1

Contract Progress & programme Issues – JH reported that 72 and 72A High Street still required yet further snagging. JH reported progress in respect of both 115 and 117, High Street.

JH read out to the Board an e-mail received the previous day from the HLF Monitor raising very substantial concerns over the use of certain materials on the Works. This had serious cost and credibility damage potential. JH reminded the Board that all details had been submitted to HLF as part of the POTG Process back in March 2018 prior to receiving their consent to let the building contract to Quadriga. The Board instructed JH to seek a meeting, if necessary at HLF National level if this matter could not be resolved expeditiously.

Building Façade Works Phase 2

Report on developments with the Co-op – JH reported on an e-mail received from Astley's, consultants to the Co-op, promising an early sight of new proposals. No revised scheme had yet been received.

General Progress with Phase 2 – JH reported that meetings had taken place with the owners of 103, 113 and 123 High Street. Harris Irwin were now producing proposals to submit back to the owners for consideration

Activity Statements

Activity 1 - Boroughgate Archaeology – Robin Daniels of Tees Archaeology attended for this item. He gave a preliminary report on the work of the Excavations. 21 local people, 13 students and 20 people with a general interest in archaeology had participated in the Dig. Tees Archaeology had also provided and staffed a display at the Medieval Re-enactment event on 4th August.

Robin noted that the weather was hot and work consequently hard. It had been concluded that the site had been heavily over-farmed in late medieval times. Evidence of buildings had been found in the northern trenches. Pottery finds suggested occupation up to the 13th Century but that the site was probably returned to agriculture by 1400 – 1450.

Follow-up Activities A “wash and Mark” session was due to be held on 22nd August at the Skelton Green Community Methodist Church, after which finds would be sent on to specialist experts. Robin hope to a full report of the work available by Christmas 2018. A public Meeting & Lecture could then be organised for the winter. JH reported that work was commencing on a brief for Activity 2 – Interpretation Boards. A visit to a potential designer in Hexham by Robin and JH was being organised for September.

There was considerable discussion of future possible work and the scope for a “legacy” bid.

Activity 3 – Recorded Memories Project – JH reported that Dianne Marlborough would be retiring shortly but one of her colleagues would take over the transcription role. It was hoped to carry out more interviews through the autumn.

Activity 6 – Medieval Re-enactment Event

Report on Event Day – JH reported that the Event Plan had successfully raised £1,185 to contribute towards SVCP ongoing planting and maintenance in the village. The Board recorded its thanks to MB for his sterling efforts on publicity. The Board also recorded its thanks to Tony & Brenda Harding for securing the Red Wyverns. JH reported that Red Wyverns were themselves very happy with their first foray into an urban environment.

AM reported that the new Chair of Skelton Football club had expressed regret that the Event had been turned away from the De Brus site and would be willing to host future events.

A sub-group “Wash-up” meeting was to be held later in the month and a report on the Event Day would be presented to the Board subsequently.

Activity 8 – Mosaic Trail Phase 2 – Progress Report - JM reported that Helen had run a highly successful session in the marquee at the Heritage Event, during which the mosaic for Boroughgate was virtually completed. It will be necessary to determine its location within the site. The remaining mosaics are well on to completion with Helen & Derek. The specific locations on each property will need to be agreed for each mosaic and one listed building application will be required.

Activity 4 – Snapshot in Time – JH reported that the third tranche will take place during w/c 10th September.

5. Finance Report

The Financial Report No.25 to 31.7.18 was circulated.

The total spend on the Project to date is £433,770 and JH explained the movements in spending for the last month. RCBC has contributed £77,133 to date and was currently carrying an additional £64,022 in cash flow support to the Project. Non-Cash contributions stood at £9,316 and volunteer time at £130,750, the significant increase over the previous month resulting from the second week of the Boroughgate Dig.

Budget Issues. JH reported that the HLF Casework Manager, Ellen Creighton, attending the HLF Monitoring Meeting on 24th July, had indicated general acceptance of the Budget changes, subject to formal sign-off by the HLF Regional Director. However, it was noted that the e-mail from the monitor

referred to in item 1 above seemed to indicate that this endorsement would not be forthcoming pending the materials issue.

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

The Programme documents were circulated and noted.

7. Items for Report, Endorsement or Decision

Future Board Dates – these were agreed - 12th September, Wednesday 10th October, 14th November 2018 and 12th December 2018

“The Hills” – it was agreed to commission Wilkinson’s to replace the planting destroyed by the “Stiches” scaffolders at an approximate cost of £360 and to agree that JH should negotiate with HLF for the use of contingency for this purpose. It was also agreed to consider the placement of “stepping stones” to facilitate access to the hedge at the rear.

8. Website Update

PA provided an update of use of the site. He reported a surge in June and July, linked to the Dig and the Heritage. Again, Facebook was proving to provide a significant link to the website.

9. Risk Register

It was agreed to increase the likelihood of the risk attendant upon the HLF approval process for Budget changes to “Medium”.

10. Any Other Business

1. JH reported imminent leave and absence for a family bereavement.
2. JH reported that HLF had requested consideration be given to a mosaic as a permanent marker of their involvement in the Project. It was agreed to investigate a location (possibly “The Hills”) and form for this.

11. Date of Next Meeting

The next meeting will be on 12th September 2018 - 2.00 pm in the Skelton Civic Hall.

The meeting closed at 15.25