



SKELTON TOWNSCAPE HERITAGE PARTNERSHIP BOARD

Minutes of a Meeting of the Partnership Board held on Wednesday 14th
November 2018 in Skelton Civic Hall

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

In Attendance: John Haw (Project Manager)

1. Apologies: Rita Lawson (Tees Valley Rural Community Council), Audrey Kirby (Parish Church Representative), Peter Appleton (Methodist Church Representative, Vice-Chair). Jo Mead (Community Development Officer, R&CBC), and Lawrence Kerrigan (Place Investment Officer, R&CBC) had to leave prior to the end of the meeting.

2. Minutes of the previous meeting on 10th October 2018

The minutes of the previous meeting were agreed.

3. Matters arising not covered on the Agenda

There were none.

4. HLF Issues

Meeting, 2nd November & Issues arising

In reporting the meeting held on 2nd November with HLF's Regional Director and Casework Manager, JH reminded the Board of the recent relations with HLF. The meeting with the Regional Director on clawback had taken place on 22nd June 2017. The Board had received a report on the outcome of this meeting at its July meeting. A consequential revised Budget was presented to the Board at its 13th December 2017 meeting. Following the tendering process for Phase 1 of the Building Façade Works, this Budget was presented

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to the HLF Monitor at the quarterly monitoring meeting on 19th April 2018. This budget ran to the end of September 2019. However, following delays in consideration by HLF, a Budget to the end of calendar year 2019 was presented to the Monitor and Casework Manager at the quarterly monitoring meeting on 24th July 2018. Exchanges with HLF over the budget left matters till unresolved. The Regional Director of HLF thus indicated his intention to attend the October quarterly monitoring meeting which was moved to November 2nd, 2018 at his request.

At this meeting, the Regional Director indicated that he was unprepared to approve the Budget in respect of Project Manager staff costs and fees to TVRCC and RCBC until a significant number of properties had indicated an intent to join Phase 2 of the Project.

In the light of these extensive delays in Budget clearance (198 days, nearly 7 months), the Board had been reluctant for JH to press potential Phase 2 property owners to join a scheme in which implementation could not be guaranteed.

JH advised the Board that, effectively, a commitment from at least 8 or 9 properties would need to be achieved by early December 2018. Current Project Manager staff costs would end at 31st January 2019. RL had asked JH to advise the Board that she would need to give formal notice to JH by early January 2019. JH indicated to the Board that should this be the case, he would be taking the balance of leave entitlement, resulting in his effective departure by Thursday 10th January 2018.

The Board noted the situation with concern.

Materials Concerns – Status report

JH reported that the door to 83, High Street had been replaced with hardwood. Jean Crocker, owner of 115 and 117, High Street (four in total) had still not reached a decision. The Board was advised of likely cost implications.

5. Action Reports

Public Realm

Public Realm – The Hills

A date for on-site meeting with JH, LK and other appropriate RCBC officers together with SVCP officers to discuss options was awaited.

Building Façade Works Phase 1

Contract Progress & programme Issues – JH and LK reported on contractor progress and performance. Building Regulations permission was required for 103, High Street.

Building Façade Works Phase 2

Report on developments with the Co-op – Further contact had been made with Astley's, consultants to the Co-op. The latter were endeavouring to clarify matters in the light of changes at Co-op HQ.

General Progress with Phase 2 – In the light of the HLF stance, JH reported that planning consent for 103, High Street had been granted. Proposals were currently in hand for three other properties 97, 113 & 123, High Street.

It was agreed that in an attempt to meet HLF's position, JH would contact all potential Phase 2 owners with a "last opportunity to join the Project" approach, which would include "before & after" photographs of completed properties in Phase 1.

Activity Statements

Activity Statement 2 – Boroughgate Interpretation Panels - JH reported that Tees Archaeology would shortly be issuing a formal tender for a designer.

Activity 3 – Recorded Memories Project – JH reported that further interviews had been carried out.

Activity Statement 5 - Skelton Heritage Booklet - JH reported that the Draft Brief had been issued for comment to the History Group, who had raised the question of the intended audience. After discussion, it was agreed that the Brief should be altered to identify a range of audiences with, perhaps, some special provision for primary school children. The Brief would be brought back for the December Board.

Activity Statement 6 – Heritage Event Day – JH circulated the Final Report and costs. After discussion, this was accepted.

Activity 8 – Mosaic Trail Phase 2 – Report on Progress- JM reported that erection of Phase 2 was close to completion. There are four left to erect, including one requiring Listed Building consent, and the Boroughgate mosaic. JM reported on ongoing investigations to secure safe pedestrian access to Boroughgate. There are a number of older mosaics that will require re-positioning.

6. Finance Report

The Financial Report No.28 to 31.10.18 was circulated.

JH reported on movements in spending for the last month. RCBC has contributed £99,288 to date and was currently carrying an additional £127,115 in cash flow support to the Project. Non-Cash contributions stood at £10,612 and volunteer time at £147,475.

7. Programme Action plan – HLF Impact on Month Rolling Programme – JH
Reported that in the light of the HLF position, he was unable to produce a meaningful forward programme until the situation was clarified.

8. Items for Report, Endorsement or Decision

To consider setting date for January 2019 Board Meeting – again, in the light of the HLF position it was agreed to set the January Board meeting as 16th January 2019.

9. Website Update

In his absence JH endeavoured to interpret PA's update of use of the site. In the event of the Project not extending beyond 31st January 2019, there was a need to consider future Web hosting for the Project Website.

10. Risk Register

No additional risks were identified.

11. Any Other Business

12. Date of Next Meeting

There were none.

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

The meeting closed at 15.20