



SKELTON TOWNSCAPE HERITAGE PARTNERSHIP BOARD

Minutes of a Meeting of the Partnership Board held on Wednesday 16th
January 2019 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), Julia Hedges (Skelton Villages Civic Pride), Jo Mead (Community Development Officer, R&CBC), Dr Michael Betterton (Residents 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 & Lead Applicant) and , Audrey Kirby (Parish Church Representative)

2. Minutes of the previous meeting on 12th December 2018

The minutes of the previous meeting were agreed.

.

3. Matters arising not covered on the Agenda

There were none.

4. HLF Issues

Minor Budget Items.

JH reported that HLF had on 15th January 2019 agreed the budget going forward, with the exception of professional fees, where further clarifications were required. In approving the Budget, HLF had agreed to extend the Project end date to 30th June 2020. JH circulated the revised budget.

www.skeltontownscapeheritage.org.uk

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



Materials Concerns – Status report

JH reported that there was no change since the last Board meeting.

Balance of item omitted on grounds of commercial confidentiality.

5. Action Reports

Public Realm

Public Realm – The Hills

A cost is awaited for the alternative scheme prepared. It was noted that PB was suggesting SVCP may undertake the planting of additional perennials. LK was still chasing the possibility of adding a litter bin.

Building Façade Works Phase 1

Contract Progress & programme Issues – JH reported that the bulk of work on Phase 1 is completed, bar some snagging. 79 High Street will be added to Phase 1 but it has been necessary to amend the original RCBC Delegated Authority in respect of the Contract Sum. A sign-off is awaited.

Building Façade Works Phase 2

Report on developments with the Co-op – JH had made further contact with Co-op HQ and the Area Manager. A response was awaited.

General Progress with Phase 2

JH further reported on the progress that had been achieved over the preceding month in persuading potential owners to join Phase 2 of the Project. Harris Irwin had provided a number of option drawings prior to and following Christmas 2018 and responses were awaited.

Activity Statements

Activity Statement 2 – Boroughgate Interpretation Panels - JH reported that Tees Archaeology had appointed a designer. A meeting would be held on-site on January 25th. The objective will be to install the panels by Easter (April this year). The History Group would be consulted on content

Activity 3 – Recorded Memories Project – JH reported that interviews would shortly be re-starting. Interviews for Transcription would be collected on 25th January.

Activity Statement 4 – Further bid – HLF have approved Tranche 4 as part of the budget.

Activity Statement 5 - Skelton Heritage Booklet – This is being considered by the History Group. PA indicated that he was revising an “approach brief” for the Group.

Activity 8 – Mosaic Trail Phase 2 – Report on Progress- JM reported as follows: i).The Listed Building application will be going to Committee on 24th January; ii).23 High Street – the fence needs repair by the owner prior to placement; iii) Helen & Dereck will be re-fixing a number of older mosaics and some damaged by vandalism; iv) the aim is to have the work largely completed by the end of February; v) access to Boroughgate via South Terrace – A number of Volunteers will be starting to clear the footpath route on Monday 21st January; vi) It is hoped then to start work preparing the Trail leaflet. vii) HLF will be sent the draft proposal for their commemorative mosaic.

6. Finance Report

The Financial Report No.30 to 31.12.18 was circulated.

JH reported on movements in spending for the last month. Spending had reached £634,619. RCBC has contributed £117,093 to date and was currently carrying an additional £149,458 in cash flow support to the Project. Non-Cash contributions stood at £11,272 and volunteer time at £150,075.

7. Programme Action plan – Month Rolling Programme – JH circulated a revised Programme running up to April 2019. This was possible in the light of HLF Budget approval.

8. Items for Report, Endorsement or Decision

To consider dates for Future 2019 Board Meetings –the following dates were agreed:

13th March 2019.

10th April 2019

15th May 2019 (This would be the AGM)

9. Website Update

PA reported that there had been no dramatic changes in use of the site during the month.

10. Risk Register

The Budget risk had now been resolved..

11. Any Other Business

1. On a motion from MB it was agreed to record thanks to LK and JH for their work in securing HLF budget approval.

12. Date of Next Meeting

The next meeting will be on 13th February 2019 - 2.00 pm in the Skelton Civic Hall.

The meeting closed at 15.05