



SKELTON TOWNSCAPE HERITAGE PARTNERSHIP BOARD

Minutes of a Meeting of the Partnership Board held on Wednesday 12th June 2019 in Skelton Civic Hall

Present: Angus McDonald (Chair), Peter Appleton (Methodist Church Representative, Vice-Chair), Pam Batts (Skelton Villages Civic Pride & Lead Applicant), Julia Hedges (Skelton Villages Civic Pride), Audrey Kirby (Parish Church Representative), Anthony Wharton (Skelton and Gilling Estates), 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:

Janice Wilson (Skelton Villages Civic Pride), Rita Lawson (Tees Valley Rural Action)

2. Minutes of the previous meeting on 15th May 2019

The minutes of the previous meeting were agreed.

3. Matters arising not covered on the Agenda

There were none.

4. Action Reports

Public Realm – The Hills

PB reported on developments. A date was awaited for RCBC to carry out the edging works. Preparatory plant removal by volunteers would take place on Monday 24th June. Six volunteers from “Teeside Together” were scheduled to remove the bark on 16th July. It was noted that the new litter bin had been placed on the site.

www.skeltontownscapeheritage.org.uk

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



LK & JH reported on the two bollards that had been broken off at the side of the "Mud Patch".

Building Façade Works Phase 1

Practical Completion & outstanding snagging

JH reported that Practical Completion Certificates had been issued by Harris Irwin for all properties bar 79 High Street.

Remainder excluded as commercially sensitive

Building Façade Works Phase 2

General Progress, Position & Programme

JH reported on the continuing slow progress with assembling Phase 2. However, it was now felt that the tender process should be commenced with those properties so far indicating a willingness to participate. The process should be flexible and allow for properties to be added to the Phase 2 contract during its duration. The Board endorsed this approach.

Co-op Issues

JH circulated the montage which the Board had asked to be commissioned. This had been sent to the Facilities Manager at the Co-op, who was awaiting costs.

Activity Statement

Activity Statement 1 – Report on Guided Walk & Lecture

JH reported on the Walk and Talk, both of which had been well attended. The Final Report on the excavations was now well advanced in preparation.

Activity Statement 2 – Boroughgate Interpretation Panels - Report on Progress

Installation had taken place on 28th May.

Remainder excluded as commercially sensitive

Activity Statement 3 – Recorded Memories - Report on progress

JH reported that all recordings had now been transcribed and sent to the History Group. Additional names for interview were suggested, including John Flood, a former GP in the village.

Activity Statement 5 - Skelton Heritage Booklet

PA reported that all chapters were well into their research phase and that first drafts would shortly be available for all except Activity 1, where the Archaeology Report was awaited. PB indicated that the size of booklet would be A5 and some 100 pages in length. Initial print costs for 100 copies were estimated at £795. The alternative of “print on Demand” and sale should be considered, subject to any HLF copyright issues.

Activity Statement 8 – Mosaic trail Phase 2 - Report on Progress

JM reported that the Trail was essentially completed with three Mosaics/Panels to be erected on Thursday 13th June. These would be the HLF and Partner Panels along with the old “Newsagent” mosaic. PB and JM were working on a leaflet draft which is was hoped to have available for next Board. JH would be asked to clarify copyright issues with HLF.

5. Financial Report - Financial Report No. 35 to 31st May 2019

JH circulated Financial Report No. 35 to 31.5.19. Spending had reached £801,431. RCBC has contributed £146,107 to date and was currently carrying an additional £103,156 in cash flow support to the Project. Non-Cash contributions stood at £13,030 and volunteer time at £159,930.

JH reported that RL was negotiating an extension to the lease of the Project Office on the basis that shop front works could take place during the lease. This would avoid the need for finding temporary accommodation. Cost implications would be reported to a future Board meeting.

6. Programme

Programme Action plan – Monthly Rolling Programme to September 2019.

JH introduced the report, again drawing attention to the revised tender targets for Phase 2.

7. Items for Report, Endorsement or Decision

The following dates for future Board Meetings were agreed:

17th July; 14th August; 11th September; 16th October

PB and JM asked that their apologies given for 17th July.

8. Website Update

PA reported that there had been an upturn over the year. The advertising of the Guided Walk and Lecture for Activity 1 on Facebook had led to an upsurge in use of the site during the month

9. Risk Register

The Board noted that issues regarding Phase 2 had been added to Risk Register 19.

10. Any Other Business

1. LK indicated that the Site Investigation report for land next to the Co-op had been received and had not identified any major issues.

Remainder excluded as commercially sensitive

11. Date of Next Meeting

The next meeting will be on 17th July 2019 - 2.00 pm in the Skelton Civic Hall.

The meeting closed at 15.25