



SKELTON TOWNSCAPE HERITAGE PARTNERSHIP BOARD

Minutes of a Meeting of the Partnership Board held on Wednesday 17th July 2019 in Skelton Civic Hall

Present: Angus McDonald (Chair), Peter Appleton (Methodist Church Representative, Vice-Chair), Janice Wilson (Skelton Villages Civic Pride), Julia Hedges (Skelton Villages Civic Pride), 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:

Rita Lawson (Tees Valley Rural Action), Pam Batts (Skelton Villages Civic Pride & Lead Applicant)

Audrey Kirby (Parish Church Representative) – JH reported that he had received a letter of resignation from Audrey Kirby on health grounds. He had written to the Parochial Church Council asking for them to nominate a replacement. The Board expressed its thanks to Audrey Kirby for her service and contribution and its regrets at her departure. JH was instructed to convey these sentiments to Audrey.

2. Minutes of the previous meeting on 12th June 2019

The minutes of the previous meeting were agreed.

3. Matters arising not covered on the Agenda

There were none.

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



4. Action Reports

Public Realm – The Hills

JH circulated photos of the completed edging. The Board expressed satisfaction with the work and the improvement it represented. The six volunteers from “Teesside Together”, scheduled to remove the bark on 16th July, had been withdrawn. Our Team of volunteers intend to clear this in the autumn when they work to provide a membrane to the site.

Building Façade Works Phase 1

Outstanding snagging

JH reported on outstanding snagging. LK reported he was holding back on issuing final invoices until snagging was complete. It appeared that no attempted break-in had occurred at 79 High Street. Rather, beading had sprung in recent heat

115 & 117 High Street

JH reported that a meeting is to be held with the owner on 12th August to attempt to resolve outstanding matters.

Building Façade Works Phase 2

Position & Tender Programme

JH reported that of the 10 properties indicated to HLF at the end of 2018, 1 (79, High Street) had been completed, 2 had withdrawn and a further property had been added, leaving 9 probable properties for inclusion in Phase 2. He further reported that the tender process for Phase 2 was progressing with a target for issue by the end of the month.

Co-op Issues

JH reported he had spoken again to the Co-op Facilities Manager, who was still awaiting costs.

Activity Statement

Activity Statement 1 – Final Report

JH reported That Tees Archaeology had largely finished drafting the Final Report on the excavations but were awaiting pottery drawings from a specialist. It was hoped that Robin Daniels would be in a position to bring the report to either the August or September Board meeting.

Activity Statement 2 – Boroughgate Interpretation Panels - Report on Replacement Panel

Installation of the replacement northern panel had now taken place. JH circulated photos.

Activity Statement 3 – Recorded Memories - Report on progress

As reported the previous month all transcriptions were now with the History Group. Additional interviews are being scheduled.

Activity Statement 5 - Skelton Heritage Booklet – Report on Progress

PA reported that all chapter drafts (bar Activity 1, where the Archaeology Report was awaited) were to be discussed at the Group's meeting on 26th July. PA circulated a paper on production alternatives. The Board agreed that this should be presented to HLF for comment at the Monitoring Meeting on 24th July.

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

JM reported that the three Mosaics/Panels (the HLF and Partner Panels along with the old "Newsagent" mosaic) had still to be erected on the Coniston Road facade of 79, High Street, along with the old "hairdresser" mosaic at 119, High Street. PA and JM circulated an A3 leaflet draft for consideration. The proposal would involve a separate insert leaflet for the Boroughgate mosaic, which would involve a map. The Board agreed that this should be presented to HLF for comment at the Monitoring Meeting on 24th July. PA Further reported that he had approached "Liberata" with a view to using the premises for a "Launch Event".

Summary of Volunteer Input after Three years

JH circulated a report which indicated the scale of volunteer input to the Project after three years of the Delivery Phase. This effort had exceeded targets set at the beginning and could be expected to be even greater by the end of the Project.

5. Financial Report - Financial Report No. 36 to 30th June 2019

JH circulated Financial Report No. 36 to 30.6.19. After adjustment for Owner works, spending had reached £785,777. RCBC has contributed £146,944 to date and was currently carrying an additional £105,697 in cash flow support to the Project. Non-Cash contributions stood at £13,452 and volunteer time at £166,365.

Project Office

JH reported that RL had negotiated an extension to the lease of the Project Office until the end of June 2020. The ongoing cost implications were

identified and could be met within budget. The Board agreed that these should be presented to HLF for comment at the Monitoring Meeting on 24th July

6. Programme

Programme Action plan – Monthly Rolling Programme to October 2019.

JH introduced the report, drawing attention to the proposed programme for Phase 2, which were:

- i) Tender Issue – 31st July 2019
- ii) Tender return – 27th August 2019
- iii) Complete tender evaluation & consideration by Board, RCBC & HLF – 27th September 2019
- iv) Provisional start on site – 7th October 2019

It was noted that under new RCBC regulations, only contractors based in the Tees Valley (Redcar & Cleveland, Middlesbrough, Stockton, Darlington, Hartlepool) would be invited to tender.

JH further reported that the provisional completion date for the contract would be 25th September 2020.

7. Items for Report, Endorsement or Decision

There were none.

8. Website Update

PA reported that there had been no significance change, perhaps a slight downturn. The trend of use had been flat since October 2018.

9. Risk Register

There were no additions.

10. Any Other Business

1. JM indicated that a further bid was being made in concert with Tees Archaeology and the History Group to the Sirius Fund for further excavations at Boroughgate. The Board was supportive and noted that this would require the co-operation and agreement of the Estate.

11. Date of Next Meeting

The next meeting will be on 14th August 2019 - 2.00 pm in the Skelton Civic Hall.

The meeting closed at 15.20