



## SKELTON TOWNSCAPE HERITAGE PARTNERSHIP BOARD

Minutes of a Meeting of the Partnership Board held on Wednesday 11<sup>th</sup> September 2019 in Skelton Civic Hall

**Present:** Angus McDonald (Chair), Pam Batts (Skelton Villages Civic Pride & Lead Applicant), Peter Appleton (Methodist Church Representative, Vice-Chair), Janice Wilson (Skelton Villages Civic Pride), Julia Hedges (Skelton Villages Civic Pride), Dr Michael Betterton (Residents Representative), John Newman (Business Representative)

**In Attendance:** John Haw (Project Manager), Robin Daniels (Teesside Archaeology) – for Item 4

### 1. Apologies:

Rita Lawson (Tees Valley Rural Action), Anthony Wharton (Skelton and Gilling Estates), Jo Mead (Community Development Officer, R&CBC) and Lawrence Kerrigan (Place Investment Officer, R&CBC).

### 2. Minutes of the previous meeting on 14<sup>th</sup> August 2019

The minutes of the previous meeting were agreed.

### 3. Matters arising not covered on the Agenda

JH advised the Board that in the light of comments by members, he had provided a fuller than usual record of the meeting with HLF.

### 4. Action Reports Board

#### Activity Statement 1 – Final Report

Robin Daniels presented a summary of the Final Report into the Boroughgate archaeological investigations. He indicated that the pottery drawings were now available and that the Report in its final form would be completed by end September or early October. The future disposition of finds would need to be discussed with the Skelton & Gilling Estate. PA agreed to investigate means to “capture2 the Google Earth images of the dig for future records.

[www.skeltontownscapeheritage.org.uk](http://www.skeltontownscapeheritage.org.uk)

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



## **Public Realm – The Hills**

It was agreed that surplus plants would be disposed of for sale to raise additional funds for SVCP future planting. RCBC were expected to undertake hedge trimming during w/c 28<sup>th</sup> October 2019. Removal, membrane placing and re-planting by the volunteer team would take place once this was done (weather permitting).

## **Building Façade Works Phase 1**

Outstanding snagging

JH reported that arrangements would be made for all shopfronts to have their addressed painting due to shrinkage in materials.

115 & 117 High Street

Work was still projected for week commencing 7<sup>th</sup> October 2019. A final works list was in preparation.

## **Building Façade Works Phase 2**

Tender Process and Results.

JH reported on the Tender Process, which was completed with an Evaluation Meeting on 6<sup>th</sup> September. Three tenders had been received and assessed, all from firms within the Tees Valley. The result and recommendation would be discussed under item 7 below.

Co-op Issues

No further progress.

## **Activity Statement**

Activity Statement 3 – Recorded Memories - Report on progress

Additional interviews are being scheduled.

Activity Statement 4 – Planning for Tranche 4

Work is scheduled for the week commencing 23<sup>rd</sup> September 2019. 13 volunteers have signed up for the work. It was hoped to include the buildings on and around the estate.

Activity Statement 5 - Skelton Heritage Booklet – Report on Progress

PA reported that the various sub-groups were scheduled to meet.

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

PA reported that various editorial changes had been made and he was awaiting quotes for the production costs for the final leaflet and the insert leaflet for the Boroughgate mosaic from Thurston's. It was hoped to publish these in October.

### **5. Financial Report - Financial Report No. 38 to 31<sup>st</sup> August 2019**

JH circulated Financial Report No. 38 to 31.8.19. Spending had reached £811,916. RCBC has contributed £152,158 to date and was currently carrying an additional £54,039 in cash flow support to the Project. Non-Cash contributions stood at £14,131 and volunteer time at £169,840.

### **6. Programme**

Programme Action plan – Monthly Rolling Programme to December 2019.

JH introduced the report, drawing further attention to the programme for Phase 2

### **7. Items for Report, Endorsement or Decision**

#### **Recommendations regarding the selection of contractor for Building Façade Works Phase 2**

##### **Financial Items for Decision by the Board**

1. To agree the appointment of WB Construction Limited of Riverside Park, Middlesbrough, as Contractors to undertake the construction of the Building Façade Works Phase 2,

*Remainder omitted as commercially sensitive*

4. To instruct the Project Manager to commence all necessary steps to ensure RCBC and HLF clearance to allow the letting of a contract

#### **THIS WAS AGREED**

Note: *Remainder omitted as commercially sensitive*

### **8. Website Update**

PA reported that there had been an increase in useage consequent upon the Facebook post on Activity 4. He also noted that the general traffic from Facebook had been higher than previously.

## **9. Risk Register**

The Board agreed to adopt the Designer's Risk Assessment – July 2019 (Phase 2) and add it to the Risk Register.

## **10. Any Other Business**

1. Concern was expressed regarding the height of the “miniature” roses in the Mosaic Wall, which risked obscuring the Mosaic. Pruning options would be examined.

2. JN asked that during Phase 2 scaffolding of each building should be limited in duration as far as was possible, to minimise disturbance to businesses and customers.

## **11. Date of Next Meeting**

The next meeting will be on 16<sup>th</sup> October 2019 - 2.00 pm in the Skelton Civic Hall.

The meeting closed at 15.15