



SKELTON TOWNSCAPE HERITAGE PARTNERSHIP BOARD

Minutes of a Meeting of the Partnership Board held on Wednesday 15th May 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), Janice Wilson (Skelton Villages Civic Pride), 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), Dr Michael Betterton (Residents Representative)

Annual General Meeting

2. To elect the Officers of the Partnership Board

Chair – Angus McDonald (uncontested)
Proposed – Pam Batts; seconded – Anthony Wharton

Vice Chair - Peter Appleton (uncontested)
Proposed – Angus McDonald; seconded - Jo Mead

Secretary – as no nominations were received, John Haw was asked to continue.

Main Agenda

3. Minutes of the previous meeting on 10th April 2019

The minutes of the previous meeting were agreed.

www.skeltontownscapeheritage.org.uk

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



4. Matters arising not covered on the Agenda

There were none.

5. Action Reports

Public Realm – The Hills

A Site meeting had been held with RCBC. SVCP have agreed to meet the full cost of revisions. The necessary materials had been ordered & RCBC will cut the hedge on the bank after the nesting season. The Egg Cup Farm owner had been advised and was happy for work to proceed. “Teesside Together” volunteers will be asked to move the bark on the site on 16th July. In PB’s absence then, JH & PA agreed to be available to supervise work. There is a need for bags.

Building Façade Works Phase 1

Practical Completion & outstanding snagging

JH gave an update on outstanding snagging. Practical Completion Certificates had been issued by Harris Irwin for all properties bar 79 High Street. This will trigger the issue of bills for final contributions after 30 days. The final snagging list had been issued to Quadriga.

115 & 117 High Street

Hopefully, a final letter will be issued shortly.

Building Façade Works Phase 2

General Progress, Position & Programme

JH reported on the continuing slow progress with assembling Phase 2. LK reported that the Sustainable High Street fund will cover Skelton and is likely to help owners with their contributions. JH discussed the possible need to set a “final” deadline for owners. LK would be arranging preparation if draft legal agreements.

Co-op Issues

JH reported he had resorted to use of the Co-op Complaints procedure. This had produced a visit from the Store Manager; who had passed details on to the Area Manager, together with contact from the Property Team and the Facilities unit. The Board instructed JH to commission a montage of possible improvements from Harris Irwin for use in any discussions. The state of the Funeral Parlour was also noted.

Activity Statement

Activity Statement 2 – Boroughgate Interpretation Panels - Report on Progress

Installation had been delayed and was due to take place on 28th May.

Activity Statement 3 – Recorded Memories - Report on progress

The first three transcripts had been received and sent to the History Group. More were expected shortly.

Activity Statement 5 - Skelton Heritage Booklet

JH requested that photos of the work in progress be taken with NLHF in mind. PA reported that various History Group members were working on research for elements of the document. Initial drafts were expected to be submitted for comment shortly.

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

JM reported that the Trail was essentially completed. JM was meeting PA to discuss the form and content of the leaflet. The NLHF mosaic & Partner Board had now been commissioned.

6. Financial Report - Financial Report No. 34 to 30th April 2019

JH circulated Financial Report No. 34 to 30.4.19. Spending had reached £717,336. RCBC has contributed £133,137 to date and was currently carrying an additional £79,214 in cash flow support to the Project. Non-Cash contributions stood at £12,761 and volunteer time at £158,895.

7. Programme

Programme Action plan – Monthly Rolling Programme to August 2019.

JH introduced the report, again drawing attention to predicted delays in Phase 2. The Board wished this to be added to the Risk Register.

8. Items for Report, Endorsement or Decision

There were none

9. Website Update

PA reported that use of the site during the month had been reflected a slight upturn from the previous month. Information on the planned Activity 1 Guided Walk and Evening Lecture planned for 5th June would be added to the website as details became available.

10. Risk Register

Issues regarding Phase 2 would be added.

11. Any Other Business

1. The question of Brown Heritage Signs was discussed. A formal application process to RCBC would be needed. The Board requested that the matter be considered by the Parish Council.

2. Members raised the possibility of holding an Event to celebrate the Project's conclusion in due course. It was suggested that the publication of the Skelton Heritage Booklet might form the centrepiece of such an event.

12. Date of Next Meeting

The next meeting will be on 12th June 2019 - 2.00 pm in the Skelton Civic Hall.

The meeting closed at 15.20