



## Townscape Heritage Scheme Board Meeting Minutes

### 17<sup>th</sup> October 2016 (4.00pm – 5.30pm)

---

#### ATTENDANCE

Name		Organisation	
Nicola Sworowski (Notes) Planning Policy Manager	NS	South Derbyshire District Council	SDDC
Emma Hancock Townscape Heritage Project Officer	EH	South Derbyshire District Council	SDDC
Alex Gilbert Historic Buildings Architect	AG	Derbyshire County Council	DCC
Nicola Lees Economic Development Officer	NL	South Derbyshire District Council	SDDC
Cllr Pat Murray	PM	South Derbyshire District Council	SDDC
Richard Shaw Design Excellence Officer	RS	South Derbyshire District Council	SDDC
John Somers	JS	Currently provides SDDC with conservation advice	SDDC
Cllr Peter Watson	PW	South Derbyshire District Council	SDDC
Zoe Sewter Open Space & Facilities Development Manager	ZS	South Derbyshire District Council	SDDC

#### 1. Electing Chair

Cllr Watson elected as Chair.

#### 2. Apologies

Kate Allies.

#### 3. Introductions

#### 4. Introduction to Townscape Heritage Scheme (Emma Hancock)

4.1 EH gave a re-cap of the project and the timeline to date. 3 main areas: Grants, Diana Memorial Garden and Activity Plan.

4.2 Level of detail required on progress reports was discussed and agreed that existing reports would be circulated and decision made at next Board meeting.

4.3 Questions from Cllr Watson regarding the split of money – info to be forwarded.

## 5. Terms of Reference

Only issue raised was around the substitution of Members, this will be raised at the next Full Council Meeting in November.

## 6. Activities Plan

- Town crier – promoting the events and the project.
- Have a go sessions on The Delph.
- Photography workshop – did not have a high attendance and therefore another session will not be run. However, Sharpe's would like to use the photo's that were gathered and bring the planned photographic exhibition forward from early next year (all agreed). Options to replace the second photographic session will be brought to the Board once options have been pulled together.
- Burton TV.
- Maintenance related activities – the planned workshops with Burton and SD college will take place next year now not 2016.
- Free Building Maintenance Advice and Gutter Clearance on West Street, 17<sup>th</sup> - 18<sup>th</sup> November.
- Schools and Industry workshops may be possible for next year – Midland Lead might be a possible.
- Pupil Decision Days – 4 days have taken place which is one more than planned due to their success.

## 7. Diana Garden

7.1 RS gave an introduction to the project.

7.2 Martin from Urban Green gave a presentation on the garden and discussing the 4 main areas of the garden; reflection, social space, welcome zone and events space. The materials to be used were discussed also including blue clay tiles, granite, large timbers and also lighting.

7.3 Comments:

- Cllr Watson – suggested it was imaginative and supported the removal of the trees suggested to help lighten the area.
- Cllr Murray – raised the issue of CCTV and also whether an additional footpath was required.
- Alex Gilbert – talked around some tweaks to the main route through the garden and also whether virtual sculptures would be possible.
- John Somers – tie back into the industrial heritage and consider use of augmented reality.
- Zoe Sewter – maintenance would be undertaken by SDDC though Sharpe's and CVS may maintain the raised flower beds as part of a community project.
- Nicola Lees – could you project on the screen. Would it be possible to include a power supply in the garden?

## 8. Grants

8.1 Grants Summary Report presented as a potential reporting tool for future meetings.

8.2 Significant change is exceptional circumstances for awarding to Town Hall and John Mills, agreed with HLF and Grants Panel and non-target/starred buildings Stage 2 Applications agreed with HLF and taking to board on 24<sup>th</sup>October.

## 9. Date of Next Meeting

Monday 21<sup>st</sup> November, 10am-12pm, meeting on site at The Diana Garden to agree final design. The Yr2 Activity Plan will also be brought to this meeting.

2017 meetings will be in June and November.

