



# Swadlincote Townscape Heritage Lottery

## Board Meeting Minutes

### 30<sup>th</sup> January 2017 (10.00am – 11.30am)

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#### ATTENDANCE

Name		Organisation	
Nicola Sworowski <i>Planning Policy Manager</i>	NS	South Derbyshire District Council	SDDC
Emma Hancock <i>Townscape Heritage Project Officer</i>	EH	South Derbyshire District Council	SDDC
Alex Gilbert <i>Historic Buildings Architect</i>	AG	Derbyshire County Council	DCC
Nicola Lees <i>Economic Development Officer</i>	NL	South Derbyshire District Council	SDDC
Zoe Sewter <i>Open Space &amp; Facilities Development Manager</i>	ZS	South Derbyshire District Council	SDDC
Richard Shaw <i>Design Excellence Officer</i>	RS	South Derbyshire District Council	SDDC
Tom Beardsmore <i>Technical Assistant (Minutes)</i>	TB	South Derbyshire District Council	SDDC
Cllr Pat Murray	PM	South Derbyshire District Council	SDDC
Cllr Stephen Taylor	ST	South Derbyshire District Council	SDDC
Cllr Peter Watson (Chair)	PW	South Derbyshire District Council	SDDC
C/Cllr Trevor Southerd	TS	Derbyshire County Council	DCC

#### 1. Apologies

- Kate Allies (SDD) and Katie Maude (Urban Green).

#### 2. Minutes and Matters Arising

- The minutes from the previous meeting were approved by TS and seconded by PM.

#### 3. Diana Garden Tender

- RS and ZS give an update on the Diana Garden Scheme giving details about the Tender process, when costs came back they were more than expected so they are now working with contracts to reduce these, by an interview process which took place 26/01/17, EH added that the process has

been positive and substantial savings had been offered. ZS – No final costs as yet from 3 contractors, first wanted to gauge what level of compromise was for reduced costs.

- PW - the costs must be reduced substantially, but the tender could not compromise the overall scheme, its specification and design, it is important to bring costs down in line with the budget.
- TS – It is important to find increased funding in order to fund the full scheme and that he would hate to see substantial changes to the design due to costs.
- ST - A lot of time was spent at the last meeting on the design, it is important that this design is delivered. As a result of the project, the consultation has brought about a high level of expectation from the local community.
- PM – pleased that the team has come up with solutions, provided that the costs don't rise and the scheme is not compromised.
- PW – wanted to know more funding details, what are the options and the contingency.
- RS – Presented an alternative design from Urban Green with elements that can reduce costs - more grass areas, less hardscaping, smaller social area, narrower paths and the bespoke bedding planter an expensive option, an alternative to this which is much cheaper, off the shelf planters.
- ZS - Material choice of Footpaths can also reduce costs, contractors said this is very expensive, mindful of long term costs if maintenance is needed.
- AG - worth spending more to get a better social area, the material choice for the bedding planters is important, in order to maintain the heritage element of the park.
- NS - Felt it was important to understand if it was the design that needed to change or the materials in order to cut costs.
- ZS - contractors have said the proposed design have made it expensive to achieve.
- PW - bedding planter should not be powder coated, but blue brick etc to match sharps pottery, not in favour of metal planters
- NL - identified the need for more green space, new design achieves this old one doesn't, we need to listen to people
- Councillors agreed that the scheme needed to be something we can be proud of and that people will want to use, need cheaper alternative to achieving planters, need to keep the social seating areas.
- It was decided that the specifications for cost saving measures needs to be circulated; for the footpath, the seating area, planters, to compare the saving difference. Plus an extra seat back in to seating area. Next stage is to go to tenders and find price options. We can then make a decision on which contractor to go with.
- ZS gave an update on the current funding for the scheme

Amount (£)	Source
66,750	HLF
5,000	S106
2,500	Capital Gateways
5,000	Revenue budget for consultancy fees
2,000	Revenue budget – Town Centre
1,000	Economic Development

- ZS – we have a budgeted cost for the screen of 9k and lighting for screen 1.5k and overall costs of 90k without screen and lighting and an allocated 2.5k contingency from the budget
- It was decided, at the next meeting that decisions would be made on final costings of park.

#### **4. Grants – Verbal Update from EH**

- John Mills at 79 High Street work complete and grant paid, re-instatement of traditional sash windows

- Town Hall due to start in the next couple of months, work to repair the cast iron windows and replace any missing glass
- 8 Midland Road, work begins in next few weeks to replace rotten timbers and glass in the shop front
- 23 West Street, a new scheme in a traditional 1930s style has been submitted for planning consent, expect work to begin in April
- Investigatory work, gutter clearance and vegetation removal complete on church buildings and grant in the process of being paid, invited to apply for phase 2 to carry out priority works identified during the investigatory work, this is a small grant of under £5k
- The next Stage 1 deadline is 31<sup>st</sup> January, Stage 1 is an expression of interest form, we have 4 Stage 1 applications so far for this round
- The next Stage 2 deadline has been extended from 31<sup>st</sup> Jan to 5<sup>th</sup> April, to give time to complete thorough Stage 2 applications, applications were begun late due to different circumstances. Due to the priority of the buildings EH felt it better to extend the deadline rather than waiting until the end of August for the next deadline. EH spoke to Cllr Taylor who is the Chair of the Grants Panel and he agreed the extension and the rescheduling of the next Grants Panel. The Panel was due to be held on 6<sup>th</sup> March and will now be held at the beginning of May

## **5. Activities – Verbal Update from EH**

- DESS pupil decision day took place on Friday, the school children go in to the Town Centre and learn about the old buildings, how to identify architectural details and the use and heritage of a building. Pupils look out for signs of decay, assess the value of the building and if they think it should be awarded a grant. They produce posters or power point presentations which are taken to the Grants Panel. The children will be assessing 26c High Street which was part of one of the old Salt Bros shops
- Pancake races in February, although not a townscape activity they have chosen a built heritage theme and will have the likes of chimney pots and bottle kiln obstacles in the race
- When the library hold 'Ay up mi duck again this year in July, they have also chosen a built heritage theme, we will look at ways Townscape can get involved on the day. EH commented that the way Townscape has been embraced by partners is down to hard work and dedication from Kate's team and the partners themselves and it's a significant achievement.

### **EH on behalf of KA**

- 'Have a Go' family events on The Delph dates with Env Ed team, Nature's Woodland (joinery), Swadlincote Library (storytelling) :
  - Fri 21<sup>st</sup> April: 'Look Inside' Design a shop window to attract customers to your own mini shop
  - Fri 4<sup>th</sup> Aug: 'Can we Fix it'? making and mending doors and frames for a mini shop
 nb: Intending to link in with contractors and shop owners involved in the grants programme for both these events – please help spread the word.
- Swadlincote Townscape walks in Swadlincote Town Centre (Magic Attic):
  - 25<sup>th</sup> May 2-4pm; 29<sup>th</sup> June 2-4pm, 3<sup>rd</sup> Aug 2-4pm 2017
- Swadlincote Townscape talks at Sharpe's (Magic Attic):
  - 7<sup>th</sup> Oct 10.30-12pm; 18<sup>th</sup> Nov 10.30-12pm 2017
- Heritage Trail Update:
  - list of potential points/people and places of interest agreed
  - funding sources being explored to date: HLF, ASDA community Fund, Airport Community Fund

- Meeting re costs for augmented reality held and quote pending: Nicola Lees looking into procurement arrangements
- Initial launch walk planned for Thurs 3<sup>rd</sup> Aug (see events above)
- Chief Exec briefed – outcomes:
  - logo needed (in hand)
  - Committee info report needed for July (in hand)
  - concentric rings of trail suggested
  - don't miss anything out!
  - suggested we ask County Councillors re Community Chest
- Schools Update:
  - Meeting re costs for augmented reality held and quote pending: Nicola Lees looking into procurement arrangements
  - Schools webpage updated for 2017 and new leaflets created and printed (and attached to web page):
  - 2 Townscape TV sessions ran successfully in Dec and interest for another 1 (not yet scheduled)
  - Activities for other sessions and trails written and being put onto the Townscape templates during Jan/ Feb
  - Glossary of terms being updated Jan/Feb following useful feedback

#### **6. Any Other Business**

- PW suggested looking at ways to find commercial funding for the screen and lights, doesn't have to be full amount, approach local businesses. And also expressed concern about the costs provided by the QS as they appear to be very different to the actual figures given by the contractors at tender.
- NL suggested a buy a brick scheme for the planters, could help to fund this part of the scheme.

#### **7. Date of Next Meeting**

- The Diana Garden will be discussed at an interim Board Meeting on Wednesday 22<sup>nd</sup> February 2017 at 9.00am before the Heritage Trial meeting which is at 10.00am
- The next full Board Meeting is on Tuesday 27<sup>th</sup> June 2017 at 10am in the Council Chamber

***Post meeting note Interim Board Meeting for Diana Garden cancelled and if it is agreed it still needs to go ahead it will be rescheduled for March/April.***

