



Swadlincote Townscape Heritage Lottery Fund Board Meeting Notes Wednesday 27th June, 2018 (10am)

ATTENDANCE

Name		Organisation	
Councillor Peter Watson	PW	South Derbyshire District Council	SDDC
Councillor Stuart Swann	SS	Derbyshire County Council	DCC
Councillor Steve Taylor	ST	South Derbyshire District Council	SDDC
Alex Gilbert Historic Buildings Architect	AG	Derbyshire County Council	DCC
Kate Allies Environmental Development Manager	KA	South Derbyshire District Council	SDDC
Nicola Lees Economic Development Officer	NL	South Derbyshire District Council	SDDC
Katherine Stanley Townscape Heritage Project Officer	KS	South Derbyshire District Council	SDDC
Liz Knight Conservation Officer	LK	South Derbyshire District Council	SDDC

1. Apologies

Richard Shaw (SDDC), Adam Lathbury and Paul Warren (DDC) and Councillor Sandra Wyatt (SDDC).

2. Minutes from last meeting and matters arising

KS agreed the minutes and seconded by KA.

Item 3 – Town Hall. PW questioned what was happening with regards to the Town Hall steps with concerns raised at the last meeting. NL advised that a feasibility study was being undertaken on the Delph as whole to propose a holistic scheme. The steps would be included in this assessment. PW noted that there would be a preference to retain the area at the front of the Hall open.

Item 4 – Heritage Trail. KA advised that planning permission had been submitted for an additional pavement plaque on the Delph. This was likely to go to the July/August Committee.

Item 5 – Diana Garden. KS to provide update below. PW asked about the issue with the pigeons and any solutions. KS advised that various options were being reviewed.

Item 5 – Spelling confirmed of 'Ay up me duck'.

3. Grants update

KS advised that the spring panel had been deferred due to withdrawn applications. A panel was held on 20th June which included the Mould Shop on Alexandra Street. KS provided a budget breakdown of the third party grants including the remaining funds. This was pertinent to the Mould Shop grant which had come in over the anticipated budget.

7 High St (the former British Heart Foundation) a starred target building was likely to come forward for the August panel, which has a large sum allocated to complete the works. The panel has deferred the decision for the Mould Shop asking that the costs be reduced. They were keen to see both projects funded which was confirmed by ST with confirmation of the intention for the Mould Shop to be used in conjunction with Sharpe's.

KS noted that the third party scheme should be delivered on schedule.

SS agreed the report, seconded by ST.

4. Activities update

Activity Plan – KA updated on the Activity Plan and delivery. She has received positive feedback from public engagement with regards to the Townscape and the Trail. One of the activities includes the use of GPS, combining heritage and technology to diversify the audience and engagement.

Heritage Trail - At the start of the meeting PW thanked the team who had worked on the Heritage Trail and for the successful unveiling yesterday. KA thanked Sharpe's for hosting the event commending them on their flexibility and service. The website for the Trail went live on Friday. KA wanted to thank Communications and Planning for their assistance in helping deliver the Trail.

KA highlighted that the project will also extend to include 'Raising Aspirations' and hopes that the project will be live and continue to grow and thrive.

The Trail has also been featured in the Burton Mail. The headline relates to the inclusion of Sid Vicious' mother in the Trail with a double page article inside detailing various elements. KA noted that this was a well written piece and promotes the Trail. She also noted that there wasn't a particular plaque for Sid Vicious' mother, but it was included as part of the Trail as were others. KS noted the legacy of the project and continuing beyond the scope and life of the Townscape project which was positive. NL was encouraging of the inclusion of the industrial heritage which is often overlooked.

Townscape Celebration – Event to be held 14-15th September in line with Heritage Open Days. This was to include various events and stakeholders providing activities.

School Decision Days – KS noted that all decision days had been completed. However, with another grants panel scheduled she would like to work with the college to have a further decision day for the projects coming forward.

Lecterns – NL noted that the Delph lectern was on hold as part of the feasibility study of the area. The lecterns for the Pipeworks are due to go in next month. In Morris Leys Park there will be two plaques; one for pits and one for pots.

PW noted that the activity update and plan was read and accepted.

5. Diana Garden

KS advised of the launch on 29th April in conjunction with the Wedding Fayre. The event was well-attended including attendance from Heather Broughton of the HLF who was very positive about the event and Swadlincote.

Maintenance – KS advised of the maintenance scheme on the garden. The grass is to be hand-cut every 16 days during the summer. There is more grass seed sown which should fill out once the hot weather has subsided.

The Swadlincote and District Lions Club have confirmed that they will help in the maintenance of the garden. NL promoted the litter-picking event including 45 eco-warriors from schools and businesses who would be helping in tidying and maintaining the town which could include the Diana Garden.

KS advised that the snagging period for the works is soon due to expire – areas to be investigated and addressed as part of this include the crack to the brick of the flower bed and where grass is coming through the resin-bound gravel; RS is looking into options for the latter.

RS is also looking into options to address the issues of the birds. KS noted that this was a town wide problem.

Grove Hall Screening – PW asked for an update on the screen and moving of the a/c units from the side of Grove Hall adjacent to the Diana Garden.

KS advised that they were awaiting the appointment of a project manager to oversee the works including moving the a/c units.

In terms of the screen KS advised that along with RS they were working on approaching Peoples Express to create art work for the screen and anticipated this consultation would take 12 months. NL advised that People's Express would require a clear brief.

KA highlighted that the screen was originally intended to be an extension of the townscape theme and feature ideas that had previously been suggested as part of the consultation.

PW indicated that the consultation would result in further delay and questioned as to whether this was needed. He asked that KS provide and send out costs prior to the next meeting to see what budget remained.

NL and RS looking to promote the Diana Garden for use. An update on progress will be provided at the next meeting.

6. Cashflow

KS updated on the cashflow budget and document including additional claims since last time on the third party grants including Salts and Timms. All funding has now been drawn down from DCC, with thanks.

Volunteer time – PW asked about the 'volunteer time' contribution. KS explained that the time offered by volunteers could be claimed against, both skilled and unskilled. KA advised that further hours could be claimed from Magic Attic for their contribution towards the Trail research.

PW encouraged that all the monies should be spent by the close of the project. KS advised that in terms of third party grants this was anticipated. KS currently working with HLF Monitor in regards to re-assigning some monies within existing budgets to better reflect needs of the project. Should these funds be moved out of their original allocation e.g. Activities, Third Party Grants, then a business case would need to be put forward.

KS advised that the project should finish on schedule, December 2018 and within budget. The first part of 2019 will be wrapping up projects and funds and putting together an evaluation.

7. Any other business

None

8. Date of next meetings

KS anticipated two further meetings; one after the August grants panel and one towards the end of the project. The following dates were confirmed;

Wednesday 5th September – 10am, Committee Room, SDDC

Wednesday 9th January, 2019 – 10am, Council Chamber, SDDC