



## Swadlincote Townscape Heritage Lottery Fund Board Meeting Notes

**27<sup>th</sup> June 2017 (10.00am – 11.40am)**

### ATTENDANCE

Name		Organisation	
Cllr Peter Watson (Chair)		South Derbyshire District Council	SDDC
Emma Hancock (minutes) Townscape Heritage Project Officer	EH	South Derbyshire District Council	SDDC
Kate Allies Environmental Development Manager	KA	South Derbyshire District Council	SDDC
Gail Archer (in place of Nicola Lees) Tourist Information Manager	GT	South Derbyshire District Council	SDDC
Richard Shaw <i>Design Excellence Officer</i>	RS	South Derbyshire District Council	SDDC
Tony Silvester Planning Services Manager	TS	South Derbyshire District Council	SDDC
Cllr Stuart Swann		Derbyshire County Council	DDC
Paul Warren Senior Assistant Planning Officer	PW	Derbyshire County Council	DCC

#### 1. Apologies

Adam Lathbury and Alex Gilbert (DCC), Nicola Lees (SDDC).

#### 2. Minutes and Matters Arising

The Chair welcomed Cllr Swann. Minutes from the previous meeting were approved. Change to order of agenda; Diana Garden prioritised to item 3.

#### 3. Diana Garden Update

The Chair asked for confirmation that costs were to a fixed price. Costs will only increase if SDDC make changes that incur additional costs. GA commented on the effectiveness of the posters. EH to circulate copies with the minutes. Chair requested that the posters be available in Sharpe's Museum and elsewhere in the Council – RS to action. RS has also conducted a live interview on Radio Derby on Monday 19<sup>th</sup> June and sent out a press release. An article was published in the Burton Mail on 23<sup>rd</sup> June. There has also been promotion on Facebook and the webpage. Christmas lights tree wrap is now on the beech tree.

The Chief Executive has received a request for a memorial to Cllr R Nutt. Cllr Nutt was Chairman of the Council when The Princess Royal (then HRH The Princess Anne) dedicated the garden in 1981 and escorted her during the royal visit. The memorial will be paid for by a kind donation from local businessman Mr Purewal and will potentially be a plaque on a bench, which could include the upgrading of the benches.

PW asked the original name of the garden; KA to action. KA asked if the donor would potentially be interested in contributing to the cost of a trail plaque in the Diana Garden; RS to action.

#### **4. Grant Report**

All agreed starred target properties can go straight to Stage 2 without the requirement for a Stage 1 application.

PW enquired as to whether the grant eligible buildings are included in the Heritage Trail. KA responded that some of the grant eligible buildings are included in the trail.

#### **5. Activities Report**

Heritage Trail - Now a separate project to Townscape except for £250 match funding that is contributing to historic research. However due interest previously expressed by the Board it will continue to be on the agenda at Board meetings. Locations, content and photos are all close to being finalised ready for submitting an application for advertisement content. Bolsover and South Derbyshire College are working on an online app. A decision will be made on the plaque design on Thursday 29<sup>th</sup> June, the subgroup have been invited to comment. A soft launch is planned with a walk on 3<sup>rd</sup> August, a paper based leaflet will be available but not the plaques. PW asked what the plaques are made of. KA informed all that the companies that have provided quotes will be sent the plaque design once it has been agreed and this will determine the material – RS suggested that very interesting things can be done with granite. TS to find out how to address any plaques that are on the public highway. Cllr Swann asked how far the trail extends. KA confirmed it does extend to Woodville. KA to circulate a summary of the text, numbering and routes.

School activities - KA presented resources and described Townscape Times, Surveys and Science. A woodwork traditional craft taster was held at William Allitt delivered by The Society for The Protection of Ancient Buildings (SPAB). EH is having difficulty arranging industry visits for schools, industries are wary of the health and safety of having students on site. All agreed alternative options can be sought and GA suggested visits to the grant buildings.

Training - EH commented on the success of Using Lime in Conservation/Conservation for Construction Students held at Chameleon College of Construction delivered by the Society for the Protection of Ancient Buildings. Several architects, a joiner and SDDC Officer also attended the training.

Activities - Also success of have-a-go activities (with shop window designs and woodworking), walks, talks and Geocaches. A poster was included in the agenda documents with information on upcoming activities. Of particular success is the Town Crier appointment, which is now thoroughly embedded in the Council. The Town Crier has

attended the Pancake Races on behalf of THS this year and planned for more events over the summer.

**6. Cashflow**

EH presented a summary of cashflow for January 2016 to March 2017. The cashflow presented was an amendment to that available with the agenda documents which contained errors. EH will circulate the amended cashflow with the minutes. The Chair queried the low expenditure on third party grants. EH advised that several grant projects were due to complete this year and though grant funding has not been claimed more than half the funding available has been awarded as of May 2017. Therefore the scheme is on target to award all of the funding available by the end of the scheme in December 2018.

**7. Any other business**

None raised.

**8. Date of Next Meeting**

Tuesday 14<sup>th</sup> November 2017, 10am-12pm.

