



## Swadlincote Townscape Heritage Lottery Fund Board Meeting Notes 14<sup>th</sup> Nov 2017 (10.00am – 11.00am)

### ATTENDANCE

Name		Organisation	
Cllr Peter Watson (Chair)	PW	South Derbyshire District Council	SDCC
Cllr Sandra Wyatt	SW	South Derbyshire District Council	SDCC
Cllr Steve Taylor	ST	South Derbyshire District Council	SDCC
Liz Knight Conservation Officer	LK	South Derbyshire District Council	SDDC
Nicola Lees Economic Development Officer	NL	South Derbyshire District Council	SDDC
Richard Shaw Design Excellence Officer	RS	South Derbyshire District Council	SDDC
Tony Sylvester (minutes) Planning Services Manager	TS	South Derbyshire District Council	SDDC
Cllr Stuart Swann	SS	Derbyshire County Council	DCC
Alex Gilbert, Historic Buildings Architect	AG	Derbyshire County Council	DCC

### 1. Apologies

Kate Allies (SDDC), Adam Lathbury (DCC).

### 2. Minutes and Matters Arising

Minutes from the previous meeting were approved.  
Introduction of Liz Knight (LK), Conservation Officer

### 3. Grants update

LK gave a summary of the grants as per the report. Grants panel convened on Weds 7<sup>th</sup> November and approved funding for 2 Midland Road (circa £43,000). It is anticipated that the Stage 2 application will be finished and works commence early next year. Elsewhere two under £5,000 grants have been offered for roof repairs and improvement works (48a Alexandra Road and Colliers Butchers, High Street).

Update – work has commenced on the Co-op building on the corner of Grove and West St and should complete early next year. Timms, 23 West St is also nearly complete and will

likely make their claim at the start of next year. The Town Hall is nearly complete with painting and minor repair works to the refurbished windows.

LK informed the Board that the majority of the funding had been allocated and it was not anticipated that any additional stage 1 applications would be required subject to interest from target buildings.

As approved by the Panel and HLF Monitor, due to the lack of interest from the starred target property of 26b High St (Cashino) it was agreed that No. 22 (Smiths Partnerships) could now be considered a starred target building.

#### **4. Activities Report**

KA provided written update to report including that the planning application for the Heritage Trail has been submitted and expected to go to Committee on 19<sup>th</sup> Dec 2017. NL reported on the progression regarding the trail and the lecterns including the on-line app developed by Burton and South Derbyshire College. PW noted that the app allowed a user to start from any point.

The lecterns will be located in the town to explain the trail and they are working with the Magic Attic regarding the use of more photos. Drafts of the trail documentation were circulated for information. SS questioned the inclusion of Ann Beverley and ST indicated that Graham Nutt could provide additional information regarding public figures and the history of Swadlincote. NL commented that they were happy for suggestions and information for inclusion and there was potential to develop the story of the area further. KA further advised that the main funding applications will be submitted after 19<sup>th</sup> Dec and they are currently liaising with the HLF with regards to this. The expected costs of the whole scheme, £21-£25,000. They are also liaising with other groups including DCC Councillor's for their individual wards for aspects to reflect the heritage of those wards.

LK noted that the Maintenance and Gutter Clearing Day has been put delayed until next year due to the absence of a Townscape Heritage Project Officer and lack of funds. This will be addressed once the new Project Officer is in place.

A Celebration Event is also proposed in September to coincide with Heritage Open Days. Report approved.

#### **5. Diana Garden Update**

RS gave update as per the report which included the timeline text and example of bench design and report on the delays in the project thus far. £10,000 would probably be left in the budget which could be used to screen the wall of the adjacent Grove Hall.

SW questioned whether there is CCTV coverage of the area. RS will take this back to Chris Smith and see if there is potential for this. PW noted that this should be in place before the opening event and costs for the CCTV could come out of the current budget. TS to speak to Mike Roylance regarding setting up an internal group to address issues in the town.

ST noted that thanks should be extended to the private contributor.

PW asked that the works are undertaken at the appropriate time and in line with manufacturer's guidance. He highlighted the poor performance by the contractor and the unacceptable delays. This should be relayed to the contractor and project manager's.

RS noted that the garden should be open in January 2018, but there will be a more formal event March/April 2018.

PW advised that the underspend should be verified and contractor's approached with regards to the Grove Hall panel and what can be achieved in the budget. PW asked that the

designs for the wall and update regarding the CCTV be e-mailed to members of the Board for consideration.

The report was approved.

**6. Cashflow**

LK updated on the cashflow table. She indicated that the actual spend for third party grants was currently low as third party could only claim on paid invoices. A number of projects were underway and the figure should reflect this at the start of next year.

**7. Any other business**

LK noted the appointment of Katherine Stanley to the Townscape Heritage Project Officer post. It is anticipated that she will be in place by January 2018. The HLF agreed an extension of time to the Townscape project to account for the shortfall between Officers.

**8. Date of Next Meeting**

**Post meeting note, 2018 meetings:**

**Tuesday 27<sup>th</sup> March 2018 – 10am-12**

**Tuesday 29<sup>th</sup> May 2018 – 10am-12**

