

MINUTES

Heritage **Action** Zone

<p>MEETING: Bishop Auckland Heritage Action Zone Advisory Group</p> <p>VENUE: Bishop Auckland Town Hall</p>	<p>DATE: 14th May 2019</p> <p>TIME: 10.00am</p>
<p>PRESENT:</p> <p>Dr Bob McManners (Chair) BA Civic Society Nigel Bryson BA Town Team Annalisa Ward Durham County Council Jules Brown Historic England Chris Myers Durham County Council Cllr Joy Allen Durham County Council Bryan Harris Durham County Council Kathryn Watson Durham County Council</p>	<p>APOLOGIES:</p> <p>Cllr Jamie Blackburn BA Town Council (Vice-Chair) Andrew Walker BA & Shildon AAP</p>

Item No		To Action
1.0	WELCOME & INTRODUCTIONS	
1.1	The Chair welcomed everyone to the meeting.	
1.2	Apologies were received from CllrJB and AW.	
2.0	MINUTES & ACTIONS	
2.1	The minutes of the meeting held on 9 th April 2019 were agreed as a true record.	
2.2	<p>Actions:</p> <ul style="list-style-type: none"> • LF had given feedback on Bondgate Signage scheme designs to KW. KW would give an update later in the meeting under Agenda Item No. 6.0. • AnnW announced that it would be necessary to reschedule the meeting in September. The 17th was suggested and AnnW was to check that the speaker for the meeting was available before confirming with the group. • AnnW said that the Economic Study would be tabled at the next meeting in July. • AnnW reported that OL would be doing some basic survey work to create overlays for the Town Centre Vacancy Map show building age, type/use and condition (poor, fair or good) • CM reported that follow its shortlisting for an RTPI award, the Auckland Tower Project had not received an award. The award was given to the Spanish City project in Whitley Bay. CM also reported that he would be submitting the West Mural Tower restoration project for the Regional Awards which take place in October. 	<p>AnnW</p> <p>AnnW</p> <p>OL</p> <p>CM</p>

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2.0	<p>MINUTES & ACTIONS (cont'd)</p> <ul style="list-style-type: none"> • BMC informed the group that he had received a reply to his letter to Visit County Durham regarding branding concerns. The letter was reviewed and the meeting agreed that further discussion was needed. • AnnW asked Members to forward a sentence describing their role on the group and their vision for or what they hope the HAZ can achieve, for publication on Facebook. • JA reported that a representative from the German Consulate had visited the town and had suggested the possibility of future engagement with the Consulate. 	<p>ALL</p> <p>ALL</p> <p>AnnW/CllrJA</p>
3.0	<p>UPDATE FROM BRIGHTER BISHOP AUCKLAND PARTNERSHIP</p> <p>3.1 BMC reported the following:</p> <ul style="list-style-type: none"> • The Bishop Auckland Master Plan had been signed off by the Brighter Bishop Auckland Board group and was being considered at the DCC Cabinet Meeting tomorrow (15th May). • The County Durham Plan had identified two funding programmes; the High Street Fund and the Stronger Towns Fund. CM confirmed that a DCC had submitted an expression of interest to the High Street Fund for four towns in the County including Bishop Auckland. • Proposed designs for the Bondgate signage scheme had been discussed with The HAZ and Auckland Project (TAP). KW and BH were meeting with designer Brian Hopper to discuss possible amendments to the designs following suggestions from TAP. • BMC asked for an update on Town Hall closure timetable. CM said that a report was being taken to a DCC Cabinet meeting tomorrow and he would report back to this group with details. AnnW said that she was awaiting confirmation that a representative from DCC would be attending the meeting in July to present future refurbishment scheme proposals. 	<p>KW/BH</p> <p>AnnW</p>
4.0	<p>PROJECT MANAGER'S REPORT</p> <p>4.1 i) Delivery Plan 2019/20, Project List and Project Gantt Chart</p> <p>AnnW asked for feedback on the updated Year 2 documents; Delivery Plan, Project List and Project Gantt Chart which were circulated for comment at the last meeting. No further comments were received, and it was agreed that the Delivery Plan could be signed off, following some minor amendments.</p> <p>AnnW said that she would update Appendix E of the Monitoring Framework with actual targets being used.</p> <p>JA asked if a joint tourism event with Stockton & Darlington HAZ could be considered. AnnW was to look at this.</p>	<p>AnnW</p> <p>AnnW</p>

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4.2	<p>JA highlighted the lack of opportunities for business expansion within the town centre and suggested that some of the larger properties could be divided to accommodate several smaller businesses.</p> <p>ii) Project Report</p> <p>AnnW had produced a finance report which was circulated and she gave a brief overview of expenditure to date. Expenditure included the Project Manager post, office running costs and works to Newgate St and work on West Mural Tower. JBr reported that Historic England had signed off the Project Manager’s Year 2 funding. Funding contributions had been received from Historic England for the Project Manager post and the economic study.</p> <p>The Invest in Bishop Auckland event was taking place on 21st May.</p> <p>AnnW had updated the Town Centre Vacancy Map and a copy was circulated.</p> <p>JA left the meeting at 11.30am</p>	AnnW
4.3	<p>iii) Year 1 Annual Report</p> <p>AnnW gave a brief overview of the report which was circulated.</p> <ul style="list-style-type: none"> • All project management systems established and HE monitoring returns completed for the year. • Volunteering – Olivia Lamb joined as a volunteer from Jan to July 19. Volunteer hours are being recorded including the three advisory group volunteers CllrJB, BMc and NB. • Project Manager networking with other local HAZ Projects and also part of the national HAZ projects network. • Project Brief Agreed and Historic England Research team undertaking fieldwork for the Historic Area Assessment. • Three Building Research Studies undertaken at 25 and 80 Newgate and The Mechanics Institute • Economic Study commissioned including desktop study of town centre regeneration, empty building surveys and development appraisals for building re-use. • Working with King James Academy on re-use of the Toilet Block and Lodge House to the South of the main school site. • Work to restore the West Mural Tower will be complete in Summer 2019. Removing the building from the “At Risk” register. • Community Engagement work includes Experience Bishop Auckland Exhibition, Schools Workshop and Events for Heritage Open Days 2018. • Traffic restriction works complete at Gib Chare, designs progressing for new paved area and repair/restoration of the Water Fountain. <p>The Economic Study should be complete in mid-June – the final costings and development appraisals progressing for short-listed buildings.</p> <p>AnnW was currently working on newsletter and was to liaise with DCC Comms team on a press release to mark the end of the first year.</p>	AnnW

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4.4	<p>iv) Year 2 Work Plan</p> <p>AnnW gave a brief overview of the report which was circulated.</p> <ul style="list-style-type: none"> • Recruit a volunteer placement during the Summer • Maintain all project management and reporting systems • Develop Heritage Skills and Heritage Schools Projects • Support the research team. • Launch the Conservation Area Grant Scheme and progress applications for funding. • Support applications for funding for repairs to St Anne’s Church • Progress works to Gib Chare • NHLF application for work to Lodge/Toilet Block KJA. • History and Heritage Festival Sept 2019. <p>AnnW asked how we would prioritise the development of vacant upper floors to support business expansion. JBr said that as it was a delegated scheme, the HAZ could decide how money is spent providing it complies with the Delivery Plan. CM said that restoration of upper floors for economic reasons (provision of job opportunities) was included within the initial Historic England application.</p>	
4.5	<p>v) Trades4Care Project</p> <p>AnnW gave a brief overview of the project and circulated a paper outlining how the HAZ could support the project.</p>	
5.0	REVIEW OF ACTIONS	
5.1	OL was to produce an historical record overlay for the Town Centre Vacancy Map.	OL
5.2	Members to forward a sentence to AnnW describing their role on the group and their vision for or what they hope the HAZ can achieve.	ALL
5.3	Members to respond to AnnW re Invest in Bishop Auckland event	ALL
5.4	CM was submitting details of the West Mural Tower restoration project to the RTPI Regional Awards.	CM
5.5	CM to complete a partnership funding bid for West Mural Tower restoration works	CM
5.6	Further discussions needed on Visit County Durham branding	ALL
5.7	KW to forward Bondgate signage design proposals to JBr	KW
5.8	CM to circulate details of Town Hall closure timetable	CM
5.9	AnnW to look at the possibility of a joint tourism event with Stockton & Darlington HAZ	AnnW
5.10	AnnW to circulate a copy of the first West Mural Tower film to the group.	AnnW
5.11	AnnW to liaise with DCC Communications Team on a news item press release.	AnnW
5.12	AnnW to chase replies to Invest in Bishop Auckland event invitations	AnnW
		AnnW

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6.0	<p>ANY OTHER BUSINESS</p>	
6.1	<p>Regeneration Update (CM)</p> <ul style="list-style-type: none"> Targeted Business Improvement Grant Scheme - CM reported that the 2019/2020 scheme launched on the 1st April. Three schemes were already on site with fifteen expressions of interest received. Individual payments were being capped at £5K to ensure more businesses could be supported. 	
6.1	<p>Regeneration Update (CM)</p> <ul style="list-style-type: none"> Master Plan - CM reported that the Master Plan had been signed off by the Brighter Bishop Auckland Board group and was being considered at the DCC Cabinet Meeting tomorrow (15th May). CM said that the Plan would provide a strategic framework and would support future capital funding bids. CM had presented the Plan to the Bishop Auckland Town Council on 30th April and would be also be presenting it to the Bishop Auckland Town Team. Community WiFi Project - CM reported that the UMS charge code had now been received and equipment would be installed in June. 	CM
6.2	<p>Historic England</p> <ul style="list-style-type: none"> JBr reported that following the merger of the North East and Yorkshire offices, additional personnel would be involved in the Bishop Auckland HAZ; Kate Wilson would also be attending future Advisory Group meetings, however, JBr would remain as the main point of contact. JBr reported on the launch, next week, of a new High Streets Heritage Action Zones scheme which would provide £40 million to find new ways to champion and revitalize high streets. He confirmed that existing HAZ's would be eligible to apply for funding and successful bids would be announced in December. It was anticipated that 6-8 new High Streets HAZ's would be created. 	
7.0	<p>DATE AND TIME OF NEXT MEETING</p>	
7.1	<p>Tuesday 16th July 2019, 10.00am at Bishop Auckland Town Hall.</p>	