

MINUTES

Heritage **Action** Zone

MEETING: Bishop Auckland Heritage Action Zone Advisory Group VENUE: Innovation House, South Church Ent. Park	DATE: 17 th September 2019 TIME: 10.00am
PRESENT: Dr Bob McManners (Chair) BA Civic Society Jules Brown Historic England Nigel Bryson BA Town Team Annalisa Ward Durham County Council Chris Myers Durham County Council Cllr Joy Allen Durham County Council Kathryn Watson Durham County Council Anna Browning (rep Bryan Harris) Durham County Council GUESTS: Clare Howard Historic England Dr Andrew Brown Historic England	APOLOGIES: Cllr Jamie Blackburn BA Town Council Kate Wilson Historic England Bryan Harris Durham County Council Liz Fisher The Auckland Project Andrew Walker BA & Shildon AAP

Item No		To Action
1.0	WELCOME & INTRODUCTIONS	
1.1	The Chair welcomed everyone to the meeting and introduced Clare Howard, Senior Architectural Investigator and Dr Andrew Brown, Analytics Director at Historic England.	
1.2	Apologies were received from LF, AW, KW, JaBl and BH.	
2.0	MINUTES & ACTIONS	
2.1	The minutes of the meeting held on 16 th July 2019 were agreed as a true record.	
2.2	Actions from the minutes: <ul style="list-style-type: none"> • AnnW reported that the Economic Study report was now with Historic England for sign-off and would be circulated to members in advance of the next meeting. • CM had forwarded details of DCC's Landscape Strategy to JA regarding native tree species suitable for town centre planting schemes. • AnnW was liaising with Incredible Edible on designs for planter boxes to be installed at the top of Newgate Street as part of public realm improvement scheme. 	AnnW

3.0 PRESENTATION – HISTORIC AREA ASSESSMENT – CLARE HOWARD

- 3.1 Clare gave an informative and interesting presentation, explaining that a Historic Area Assessment (HAA) is a tool used to document the understanding of the heritage interest within a particular area, providing an overview of the history, development and character and significance of an area. This information is used to inform decisions about the protection and management of heritage. Clare directed members to the guidance document available on the Historic England website:
<https://historicengland.org.uk/images-books/publications/understanding-place-historic-area-assessments/>
- She went on to explain that a HAA is informed by a programme of aerial, architectural and archaeological fieldwork and investigation. Aerial investigators are undertaking a review of existing aerial photography, identifying features of note. The archaeologists are focusing on Castle Park and The Batts. Architectural investigators are looking at the town's built heritage. An assessment of the town's bridges was being undertaken as a separate project which will be incorporated in the HAA. Archive and research work would involve consulting with the main archive repositories (Durham Records Office, Durham University Special Collection and TAP). Local historians have been consulted.
- Clare said that fieldwork should be completed by the end of October, with a first draft report available for comment in Spring 2020.
- The HAA would be used to inform a number of Heritage Action Zone (HAZ) outputs; condition surveys, planning applications and listing team reviews. The aim is to encourage people who live, work and visit the town to appreciate its heritage. The assessment will help to identify where investment would be most beneficial.
- Key findings were; discovery of late 17th century fabric, buildings with steep pitched roofs identified (16 North Bondgate). Doctors tunnel identified at rear of 4 Bondgate (former Shepherds Inn). Extent of medieval Market Place identified with reports of vaulted medieval cellars.
- Clare concluded the presentation advising that guidance documents, research reports and three building survey reports would be available to view on the HE website:
<https://historicengland.org.uk/research/research-results/research-reports>
- 3.2 BMC thanked Clare for her presentation.
- 3.3 AnnW suggested that following the successful Archaeology Festival tour walks, she would look at expanding the tours to include building interiors. The production of a magazine style architectural history publication was planned, subject to funding availability. AnnW
- 3.4 CM asked when the final report would be produced. Clare replied that this depended on workload but anticipated it would be 4-6 months after publication of the first draft. CM said that it would be beneficial if the report was available prior to the Heritage Open Days scheme in September.
- 3.5 AnnW said that the report would inform a review of the Conservation Area Appraisal in 2021/22. JBr suggested the report could also inform a review of the conservation area boundary.

<p>3.0</p> <p>3.6</p>	<p>PRESENTATION – HISTORIC AREA ASSESSMENT – CLARE HOWARD (cont'd)</p> <p>JA had recently attended a Film Archive event and suggested that recordings of building investigations could be undertaken for legacy purposes. AnnW said local schools and colleges could be involved in recording building history which could then be downloaded via web pages for independent tours.</p> <p>Clare said that HE was planning to lead a tour of the town for Durham University students on 20th November and JBr suggested that it would be useful to record part of the tour.</p>	<p>AnnW</p> <p>AnnW</p>
<p>4.0</p> <p>4.1</p> <p>4.2</p> <p>4.3</p> <p>4.4</p> <p>4.5</p>	<p>HISTORIC ENGLAND – NEW PROCESS EVALUATION – DR ANDREW BROWN</p> <p>Andrew explained that the Analytics Department at Historic England (HE) was formed in January 2019; its purpose was to evaluate HE processes and what impact they have to prove the worth of investing in the historic environment and ultimately to secure government funding. Andrew went on to explain that in the past evaluation of projects had been undertaken at the end of the project. However, HE was now carrying out Process Evaluation which involved undertaking evaluation during the course of the project to ensure it was on track and delivering. Andrew gave an example of a process evaluation model which comprised of a three-part formula:</p> <ul style="list-style-type: none"> • Fidelity - how faithful the project is to the original • Heineken Test - is the project reaching the places it should • Dosage - is money, time, expertise available to achieve HAZ goals <p>Andrew reported that he had visited several HAZ's around the country to ascertain whether this method was working. Conclusions from findings would be shared with the Bishop Auckland HAZ.</p> <p>Andrew explained that the purpose of his attendance at today's meeting was not to tell HAZ how to run its programme, but to understand how the Bishop Auckland HAZ was being run and to compare it with the model.</p> <p>AnnW asked Andrew whether he would be talking directly to the community to find out whether details of the BA HAZ projects were reaching them. Andrew said that he would be and would pass on feedback and share examples of good practice amongst the HAZ groups.</p> <p>JBr asked Andrew whether BA HAZ would receive a report on itself or on the process. Andrew said that as this was an experimental process, the report would be on the experiment and not on HAZ's. The current cycle of six-monthly reports would be classed as monitoring and the information used at the end of the project to review the process.</p> <p>BMC asked whether there would be any allowance for project evolution. Andrew said that projects could evolve as long as there was common consent of all partners.</p> <p>AnnW asked Andrew if he would be looking at the findings of the national review of HAZ projects. Andrew said that HE had commissioned consultants to look at the overall HAZ programme and, in particular, governance. A draft report was being drawn up and would be shared with HAZ groups.</p>	

<p>4.0</p> <p>4.6</p>	<p>HISTORIC ENGLAND – NEW PROCESS EVALUATION (cont'd)</p> <p>CM referred to part three of the formula; dosage. He said that lessons learned by both DCC and HE during the development phase with regard to the grant scheme procurement process could be incorporated into the national review for the benefit of other groups. Andrew said he would follow this up with JBr or KW to determine whether the dosage was correct.</p>	
<p>5.0</p> <p>5.1</p> <p>5.2</p> <p>5.3</p> <p>5.4</p> <p>5.5</p> <p>5.6</p>	<p>UPDATE FROM BRIGHTER BISHOP AUCKLAND PARTNERSHIP</p> <p>Community WiFi Scheme System installation should be completed by end September. Following a test period, the system would be launched in Bishop Auckland and Stanley. KW working on press releases. Coverage would run from the Railway Station to North Bondgate.</p> <p>Bishop Auckland Town Council The forthcoming Horticultural Show would take place in two sites this year (Newgate Centre and McIntyre's) due to the closure of the Town Hall. Mid-Summer Cushion creative workshops were taking place with local schoolchildren and supported by AnnW of the Bishop Auckland Heritage Action Zone.</p> <p>Visit County Durham The marketing campaign 'This is amazing, this is Durham' was underway, working in digital partnership with the Evening Standard and Independent on line. The Year of Culture, durham 19 still very active – the Bishop Auckland Horticultural Show and Festival of Archaeology were to be included in campaign material. MG invited members to forward details of events for promotion to VCD.</p> <p>The Auckland Project Planning for the Castle's opening event and future programming was underway and the West Mural Tower opening event had been a success. Channel 5 had been involved in castle site archaeological dig, with the programme due to be broadcast in February 2020. TAP was contributing to the Incredible Edible 'Holiday Hunger Project'; providing meals for children during the summer holiday.</p> <p>Bishop Auckland College The college's Higher Education Graduation event took place at Durham Cathedral on 27th June where The Reverend Paul Butler was guest speaker. Recruitment of students is now on the up following a period of decline.</p> <p>Durham Diocese Local churches held a walk on Pentecost Sunday to look at various artwork and archaeology. Durham Year of Pilgrimage 2020 sees the launch of walking trails across the region in celebration of the Northern Saints and linking to the Spanish Camino Christianity walk. PB was to walk all four of the Northern Saints routes. The largest Christian pilgrimage route in the world, the Santiago de Compostela Camino, has named the Finchale to Escomb route as its English Camino. Visit by the Archbishop and Dean of Santiago de Compostela cathedral planned in 2020.</p>	

<p>5.0</p> <p>5.7</p>	<p>UPDATE FROM BRIGHTER BISHOP AUCKLAND PARTNERSHIP (cont'd)</p> <p>Durham University DC announced that this would be his last Board meeting as he was stepping down from his current leadership role at the university. His replacement as Durham University representative would be Professor Janet Stewart. An international search for lead academic (Director) of Hispanic Centre is about to start. Santander grant – accounting/spend profile report due in autumn. University Archaeologists were working in partnership with The Auckland Project at Roper House..</p>	
<p>6.0</p> <p>6.1</p> <p>6.2</p> <p>6.3</p> <p>6.4</p> <p>6.5</p> <p>6.6</p> <p>6.7</p>	<p>PROJECT MANAGER'S REPORT</p> <p>AnnW outlined the key points of her report which had been circulated previously:</p> <p>Management: Olivia Lamb left her placement with Bishop Auckland HAZ at the end of August and is currently applying for a job. Placement has been re-advertised through Newcastle University and considering advertising locally too. AnnW looking at resources needed and the possibility of finding volunteers through Plan Aid scheme.</p> <p>Research: Building Research Reports awaiting final sign-off by Historic England.</p> <p>Town Building Re-Use: Conservation Area Grant Scheme official launch date 1st October. AnnW in discussion with building owners on preparatory works which could be eligible within their grant scheme. Procurement for DCC Conservation Architect out next week and appointment should be in place by mid-November.</p> <p>Castle Park and Assets AnnW reported that the West Mural Tower may be removed from the at risk register in October.</p> <p>Public Realm Gib Chare Scheme funding bid submitted for review at Section 106 Committee meeting on 24th September. AnnW had received a comment regarding possible installation of lighting, however, DCC had informed her that this would not be considered.</p> <p>Engagement British Council for Archaeology Festival walks had 34 participants, with good feedback and press coverage. A full programme of events taking place for History and Heritage Festival, ensuring evaluation targets being met. AnnW had attended the Mayor's Welcome and Fore Bondgate Street party as part of community engagement. AnnW currently developing a capacity building grant application to HE for engagement, heritage skills and heritage schools. AnnW continuing to work on Ping Pong project with DCC, Bishop Auckland Table Tennis Club and Bishop Auckland Town Council.</p> <p>JBr congratulated AnnW on the successful delivery of the History and Heritage Festival.</p> <p>AnnW reported that she would be temporarily based at Innovation House until November.</p>	<p>AnnW</p>

<p>6.0</p> <p>6.8</p>	<p>PROJECT MANAGER'S REPORT (cont'd)</p> <p>AnnW's priorities going forward were:</p> <ul style="list-style-type: none"> • Launch of Conservation Area Grant Scheme • Submission of Capacity Building grant and further developing strands • St. Anne's Church project • King James School - development of lodge house and toilet block 	
<p>7.0</p> <p>7.1</p> <p>7.2</p> <p>7.3</p> <p>7.4</p> <p>7.5</p> <p>7.6</p> <p>7.7</p> <p>7.8</p>	<p>REVIEW OF ACTIONS</p> <p>AnnW to circulate Economic Study report following sign-off by Historic England</p> <p>JBr to bring details of Historic Area Assessment promotional literature to the next meeting.</p> <p>AnnW to arrange for Historic England's town tour with Durham University students to be filmed for the archive.</p> <p>AnnW to consider the filming of HAA building inspections.</p> <p>CM to give an update on High Street Fund progress at the next meeting</p> <p>JBr and AnnW to have further discussions on progress at the former Mechanics Institute</p> <p>All members to forward any suggestions for Fore Bondgate sign wording to KW</p> <p>BMc to confirm whether CM was required at the BA Civic Society AGM to discuss the former King James School Charitable Trust.</p>	<p>AnnW</p> <p>JBr</p> <p>AnnW</p> <p>AnnW</p> <p>CM</p> <p>JBr/AnnW</p> <p>ALL</p> <p>BMc</p>
<p>8.0</p> <p>8.1</p> <p>8.2</p> <p>8.3</p>	<p>ANY OTHER BUSINESS</p> <p>KW reported that the TBI Grant Scheme uptake was very positive with two applications completed to date and two further applications in progress.</p> <p>KW reported that work on designs for Fore Bondgate signage was progressing. Designer Graeme Hopper had taken on board the group's comments and the proposed art work had been removed from designs. The preferred option was for brackets incorporating business names.</p> <p>KW showed members a sample of the proposed board which would be attached to the brackets. JBr said it was important to ensure that the size of the signs reflected the size of buildings and to ensure it was not visually overpowering. He asked if the sample board could be hung as a test and photographed to be reviewed at the next meeting.</p> <p>The barrier at Cock Shore Nook was being fabricated, and wording was to be decided. KW invited members suggestions. AB suggested incorporating a street scene silhouette.</p> <p>CM reported that the West Mural Tower project had been shortlisted as a finalist for the regional Royal Town Planning Institute (RTPI) Awards. The awards ceremony was taking place on 4th October.</p>	<p>KW</p> <p>ALL</p>

<p>8.0</p> <p>8.4</p> <p>8.5</p>	<p>ANY OTHER BUSINESS (cont'd)</p> <p>AnnW explained that the Town Centre Vacancy Map had not been updated as she was awaiting the results of a full town survey carried out by DCC's Spatial Policy team. She would be analysing and cross checking their data with her own and would bring an updated map to the next meeting.</p> <p>JBr reported on Historic England's national High Streets Heritage Action Zone programme, an extension of the existing Heritage Action Zone programme, and announced that there were three new High Street HAZ's in the North East; Hexham, North Shields and Middlesbrough. The new programmes would launch in April 2020, running for a duration of four years and would be funded by Central Government.</p>	<p>AnnW</p>
<p>9.0</p> <p>9.1</p>	<p>DATE AND TIME OF NEXT MEETING</p> <p>Tuesday 12th November 2019, 10.00am at Fiteas Tearoom, Market Place, Bishop Auckland.</p>	