

MINUTES

<p>MEETING: Bishop Auckland Heritage Action Zone Advisory Group</p> <p>VENUE: The Four Clocks, Bishop Auckland</p>	<p>DATE: 8th January 2020</p> <p>TIME: 10.00am</p>
<p>PRESENT:</p> <p>Dr Bob McManners (Chair) BA Civic Society Nigel Bryson BA Town Team Jules Brown Historic England John Walker Historic England Jamie Blackburn BA Town Council Annalisa Ward Durham County Council Chris Myers Durham County Council Cllr Joy Allen Durham County Council</p>	<p>APOLOGIES:</p> <p>Kathryn Watson Durham County Council Bryan Harris Durham County Council Kate Wilson Historic England</p>

Item No		To Action
1.0	WELCOME & INTRODUCTIONS	
1.1	The Chair welcomed everyone to the meeting and introduced John Walker, Stakeholder Engagement Advisor at Historic England	
1.2	Apologies were received from BH, KW and KWi (JBr advised that he would be replacing KWi as Historic England's representative).	
2.0	MINUTES & ACTIONS	
2.1	The minutes of the meeting held on 12 th November 2019 were agreed as a true and accurate record.	
2.2	Actions:	
2.3	AnnW was to carry out audio recordings of building interior/exterior tours.	
2.4	AnnW had updated the Town Centre Vacancy Map and circulated to members prior to this meeting. She reported that the current vacancy rate for Bishop Auckland was 24%, this figure was based on 83 vacant units (ground and upper floors). Of these we are aware of 20+ buildings that have plans for redevelopment in the next few years. AnnW anticipated that the Conservation Area Grant Scheme could support 12-16 buildings within the HAZ area.	

Item No		To Action
2.0	<p>MINUTES & ACTIONS (cont'd)</p>	
2.5	<p>Fore Bondgate Activity Plan - AnnW had drawn up a plan (circulated) and gave a brief outline of proposals.</p> <p>KW was to circulate an update on the recent traffic management advice for Fore Bondgate in relation to the restrictions 11.00 – 4.00.</p> <p>AnnW planned to draw up activity plans for Zones 2 and 3.</p> <p>NB said that the involvement of local traders in the Activity Plan was important and he asked if AnnW could meet with local traders to further develop the action plan. AnnW commented that the suggested actions would need to be agreed with DCC colleagues prior to engagement with the trader group.</p> <p>NB reported that the traffic barrier was broken and AnnW said she would report it to DCC's Traffic section.</p> <p>BMc highlighted that traders were concerned with lack of footfall and he suggested that a cohesive plan for the street would provide them with some positive reassurance for the future.</p> <p>AnnW was organising a meeting between DCC and TAP communications teams to discuss the management of visitor perceptions and to ensure all media teams convey co-ordinated, positive messages.</p> <p>AnnW was arranging a meeting with TAP (LF) to discuss Advisory Group meeting representation.</p> <p>CM had forwarded a copy of Historic England's Urban Panel report on Bishop Auckland Town Centre to NB for information. Members were asked to contact CM if they would like a copy.</p>	<p>KW</p> <p>AnnW</p> <p>AnnW</p> <p>AnnW</p> <p>AnnW</p> <p>AnnW</p> <p>ALL</p>
3.0	<p>UPDATE FROM BRIGHTER BISHOP AUCKLAND PARTNERSHIP</p>	
3.1	<p>BMc gave an update from the meeting which took place on 21st November 2019</p>	
4.0	<p>PROJECT MANAGER'S REPORT</p>	
4.1	<p>AnnW outlined the key points of her report which had been circulated previously.</p>	
4.2	<p>AnnW said that she would be moving in to offices with the Town Council in March/April.</p>	
4.3	<p>Conservation Area Grant Scheme</p> <ul style="list-style-type: none"> ▪ AnnW reported on a number of applications in progress within Zone 1 and Zone 2. ▪ AnnW reported that there had been several security breaches at an empty premises on Newgate. JA suggested she contact the Area Action Partnership, asking them to raise the issue with their Safer Task Group. 	<p>AnnW</p>

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4.0	PROJECT MANAGER'S REPORT (cont'd)	
4.3	<p>Conservation Area Grant Scheme</p> <ul style="list-style-type: none"> ▪ JBr said he would contact Historic England's national specialist in heritage crime to request guidance on securing of construction sites. ▪ Meanwhile Uses – further to BMC's question at the last meeting as to whether pop-up shops increase the letting potential of town centre premises, AnnW had carried out research and could confirm that reports suggest that meanwhile uses do increase leasing potential as prospective tenants have an opportunity to view the building and it increases awareness of the availability of the property. JBr reported on a successful project at Lowestoft which proved the theory. JW highlighted the Urban Room creative use spaces project and JBr was to forward details to AnnW. <p>AnnW circulated a paper on Meanwhile Uses, the term used to describe the temporary use of vacant property for a socially-beneficial purpose. The report outlined examples of potential uses, project which have happened in Bishop Auckland over the last few years, venues being considered, ideas for new projects, considerations and next steps.</p>	JBr
4.4	<p>St Anne's Church</p> <ul style="list-style-type: none"> ▪ A Sustainability Options report had been prepared by the DCC Sustainability Team and AnnW and BH were meeting with them to discuss sustainable energy options/costings. 	AnnW/BH
4.5	<p>Castle Chare</p> <ul style="list-style-type: none"> ▪ AnnW circulated an update newsletter which had been delivered to neighbouring properties and details of an interpretation board which had been developed with Barbara Laurie. AnnW was to involve local resident Mario in future stages of the project. 	AnnW
4.6	<p>Engagement</p> <ul style="list-style-type: none"> ▪ AnnW circulated details of two arts-based projects to be delivered in Spring 2020 working with Debbie Connell, DCC's Community Culture Development Officer. An exhibition of the work produced through these projects was planned for Jan 2021 at Bishop Auckland Town Hall gallery. ▪ AnnW was working with the Stockton & Darlington Railway HAZ on a joint programme of heritage skills workshops and would circulate the brief to members for information. 	AnnW
4.7	<p>Year 2 Projects</p> <ul style="list-style-type: none"> ▪ AnnW reported that the West Mural Tower project was now completed, and the building removed from the National Heritage at Risk Register. 	
5.0	ANY OTHER BUSINESS	
5.1	<p>Targeted Business Improvement Grant Scheme</p> <p>CM said that he would ask KW to circulate a progress update to members.</p>	CM/KW

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5.0	ANY OTHER BUSINESS (cont'd)	
5.2	Historic England 210 Book	
	JBr referred to one of the original HAZ outputs which was to produce a book on the development history of Bishop Auckland. JBr circulated copies of two models of the 210 book and asked for a steer from members on; a preferred model, the main target audience, print run and where the books would be sold. He also asked whether production should remain with Historic England or be handed over to Durham County Council.	
	AnnW suggested that the Bishop Auckland Town Hall would be an obvious choice as a point of sale, however she would need to discuss it with them first.	
	NB said he would carry out further research and asked members to give further consideration to the project with a conclusion to be agreed at the next meeting.	ALL
6.0	REVIEW OF ACTIONS	
6.1	KW was to circulate an update on the recent traffic management advice re the Fore Bondgate Bollard	KW
6.2	AnnW to notify DCC of broken traffic barrier at Fore Bondgate	AnnW
6.3	AnnW and KW to discuss Fore Bondgate Activity Plan with other relevant departments and then with local traders to agree a plan.	AnnW/KW
6.4	AnnW to discuss Advisory Group meeting representation with The Auckland Project	AnnW
6.5	AnnW to talk to the Area Action Partnership Safer Task Group regarding building security issues	AnnW
6.6	JBr was to contact Historic England's national specialist in heritage crime to request guidance on securing of construction sites.	JBr
6.7	AnnW was organising a meeting between DCC and TAP communications teams to discuss the management of visitor perceptions and to ensure all media teams convey co-ordinated, positive messages.	AnnW
6.8	JBr was to forward details of the Urban Room creative use spaces project to AnnW.	JBr
6.9	CM was to ask KW to circulate a progress update on the Targeted Business Improvement Grant Scheme to members.	CM/KW
6.10	Members to consider options for the production and sale of the Historic England 210 book on Bishop Auckland.	ALL
6.11	AnnW was to circulate a brief to members on a joint programme of heritage skills workshops, working with Stockton & Darlington HAZ.	AnnW

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7.0	DATE AND TIME OF NEXT MEETING	
7.1	Wednesday 15 th April 2020, 10.00am-12.00noon at Bishop Auckland Town Hall (Elgar Room).	
7.2	AnnW pointed out that as meetings were now to be held quarterly, members were welcome to contact her if they needed information between meetings. A managers project report would be circulated between meetings as and when required.	