

Ryde High Street Heritage Action Zone Steering Group Minutes**Date/time of meeting:** Thursday 18th May 2023 – 11:30 – 13:00**Location of meeting:** Ryde Town Council, Lind Street with Teams link for hybrid meeting approach**Chairperson:** Martin Gibson standing in as LD unavailable.**Attending:**

RTC - Cllr Simon Cooke (SC), Chris Turvey (CT), Cllr Malcolm Ross (MR), Jon Baker (JB)

HE - Louise Dandy (LDa) via MS Teams

IWC - Cllr Phil Jordan (PJ), Lee Byrne (LB) via MS Teams

HAZ - Martin Gibson (MG), Fiona Capewell (FC)

Apologies: Lisa Dyer (LD), Marion Brinton (MB), Rosie Clements (RC), Paul Thomas (PT)**Date, time & location of next meeting:** TBA**Agenda**

1. Welcome and apologies
2. Declarations of Interest
3. Approval of minutes
4. Matters arising
 - Grace's Bakery update
 - Contribution to Ryde Town Hall work
5. Project Staff Changes (Paper 1)
6. Pedestrian Area Improvements
 - Design update (papers 2 and 3)
 - Traffic Regulation Orders (paper 4)
7. Shopfront Improvement Grants (Paper 5)
8. Any other business
9. Date of next meeting

Decisions

Agenda Item	Decision(s) made
2. Declaration of interests	PJ responsible for Highways at IWC
3. Approval of minutes	Minutes approved as accepted
4. Matters Arising - Grace's Bakery lift Installation	Decision to commission design work to RIBA3 with ERM, as per the quote received, subject to approval of support from Ray Redrup as business owner.
7. Shopfront Grants	Option 2 was agreed.

Actions

Agenda Item	Action(s) required	Assigned to
4. Matters Arising	Check with Ray Redrup, owner of Grace's Bakery Ryde, that he is still supportive of the rear lift installation.	FC
4. Matters Arising	Commission ERM design work to RIBA3 for Grace's Lift upon confirmation of the owner's support of the project.	FC
4. Matters Arising	Share Ryde Town Hall conservation deficit report brief with LDa.	LD

6. Pedestrian Area Improvements	Seek feedback from the Community Working Group (which includes accessibility groups) on the layout and street furniture options.	FC
7. TROs	Set up site meeting with Zhana Vincent and Steward Chandler to discuss TROs	MG

Issues to carry forward

Agenda Item	Issue to carry forward
	No issues to carry forward

Other Notes

Agenda Item	Other notes
4. Matters Arising	<p>Graces Bakery</p> <ul style="list-style-type: none"> • Quote received from ERM C for £4930. • LB no concerns but would need to see visuals. Residential properties nearby. • Permission for access from the rear of the building would need to be discussed. • Car park leased to IWC til 2028. Spaces can be made available but would need to work on it with parking, in parallel with commissioning the design / planning work. • Check with Ray that he is still happy with the prospect of the works taking place. • Decision to commission with ERM C, providing the owner is still in support of the project. <p>HAZ Contribution to Ryde Town Hall</p> <ul style="list-style-type: none"> • £10,000 approved at the last meeting. • 2 quotes received similar costs for the report. Around £11.5k. RTC to cover the further cost. • LDa asked if it is possible to share the brief for the report? LD has the brief and can provide. ACTION.
5. Project Staffing Management	<ul style="list-style-type: none"> • MG introduced the paper and the proposed staffing arrangements for the remainder of the project. • Discussion over time involved for Dave Newton and how split between the projects. Whether 1 day a week between the two projects is sufficient time. • Financial saving but that budget needs to be retained for additional consultants (evaluation, public engagement, publicity). • All agreed that this was the most logical solution and were supportive of the proposal.
6. Pedestrian Area Improvements – Design Update	<ul style="list-style-type: none"> • PJ would like to see the road closed to traffic in conjunction with the reopening of the road once physical works completed. • MG confirmed that the installation of a telescopic bollard is part of the planned works. • Feedback sought on street furniture:

	<ul style="list-style-type: none"> • CT – Benches - more comfortable options preferable, not slabs of wood. Curved bench nice to create a more sociable area. • LB – advised simplicity and similar materials. • SC – Liability of street furniture will lie with IWC for maintenance and repair/ replacement. • It was agreed that the Community Working Group should provide feedback before any decisions are made. • It would be preferable for the existing benches in Minghella and Town Square to be replaced, should budget be available. • ACTION – Seek feedback from the Community working Group (which includes accessibility groups) on the layout and street furniture options.
7. Pedestrian Area Improvement - TROs	<ul style="list-style-type: none"> • MG introduced the paper and the 3 options provided. • Discussion over cyclists in the pedestrian zone. RTC have had no complaints regarding cyclists – only vehicles. • Clarification that Option 2 includes mobility scooters limited to 4mph, which are considered to be pedestrians. Those with higher speeds are not permitted • There are no stipulations on the Active Travel fund in relation to cyclists. Decisions: • Option 1 – The steering group are supportive of this option. • Option 2 – The steering group are supportive of this option. • Option 3 – to be discussed and site meeting arranged as below. • PJ suggested the steering group look at a more specific request and then discuss with Highways. • ACTION – MG to set up site meeting with Zhana Vincent and Steward Chandler.
7. Shopfront Improvement Grants	<ul style="list-style-type: none"> • FC introduced the paper and the options provided for decision. • Some clarification was sought over the costs involved and whether the remaining budget would cover option 2. • FC explained that whilst we don't have confirmed costs ERMIC's work yet, it is likely that the remaining budget will cover this off. • Options 2 was agreed by the Steering Group.
8. Any other Business	<ul style="list-style-type: none"> • PJ – Ryde Town Hall • There is potential support for Ryde Town Hall through the Architectural Heritage Fund. LDa wanted to check that Ryde Town Council are aware of the opportunity. • A Charitable Trust is being created for RTH. PJ asked whether this would still fit with approach to AHF. Ownership would go to the Trust. RTC are enabling and facilitating. • LD advised to look at website and see if interested. Could arrange a meeting with the AHF for discussion, if required.
9. Date for Next Meeting	TBA
	Meeting closed at 13:00