## Saltaire World Heritage Site Steering Group – Meeting 6 Meeting held on 13<sup>th</sup> August 2014 Action Notes

**1. Present**: Cllr Val Slater (VS) Chair, Bradford Council, Cllr Peter Ashton (PA), Baildon Town Council, Helen Thornton (HT), Bradford Council, Patricia Tillotson, Tourism, Bradford Council, Craig Broadwith (CB), English Heritage, Jo Lintonbon, ICOMOS UK), Joyce Poot (JP), Saltaire United Reformed Church

Agenda Item	Record	Action
2. Welcome, introductions and	Apologies: , Andrew Mason (AM), Newmason	
apologies	Properties, Paul Hogg (PH), BDCT,	
	Susan Brearley (SB), Incommunities,	
	David Ford (DF), Traders Association, Rob Martin	
	(RM), Saltaire Stories, Ruth Garrett (RG), CRT, Cllr	
	Martin Love (ML), Bradford Council,	
	Len Morris, URC, Dave Horsman (DH), Bradford	
	Council, Vanessa Pilny (VP), Saltaire Village Society,	
	Nav Chohan (NC), Shipley College, Henry Owen-John	
	(HO-J), English Heritage (International Advisor	
	Cllr Ashton was welcomed as representing Baildon	
	Town Council for Chris Flecknoe	
3. Matters Arising	Draft Management Plan presentation to Bradford	HT
	Property Forum. It was felt that some kind of session at	
	the Forum should be explored as part of the general	
	consultation on the Plan	
4. Logo and Brand Guidelines	The document was on its third draft. Discussion of	
	outstanding issues:	
	<ul> <li>should the logo be used with a white panel</li> </ul>	
	background? Issues of cost and third party	

	<ul> <li>branding. The Group felt that wherever possible the logo should only be used on a background of white or green, even if this meant a white panel on another colour background.</li> <li>The panel could be tweaked slightly to be less chunky</li> <li>The Group considered requests to use the new logo. HT to send the final version of the guidelines and logo. Other groups in Saltaire should make a request to use the logo. HT to publicise generally that a new logo was available and the process to go through.</li> <li>PT requested the logo to use on the new Visit Bradford</li> </ul>	HT
	website.	HT
5. Management Plan adoption process	<ul> <li>HT updated on the adoption process. Key dates:</li> <li>3<sup>rd</sup> Sept Scrutiny report for consultation</li> <li>Regulatory and Appeals 13<sup>th</sup> November</li> <li>Area Committee 26<sup>th</sup> November</li> <li>Executive Board 2<sup>nd</sup> December</li> </ul>	
6. 10 <sup>th</sup> September – Consultation draft Plan – Launch event	This was to be held 2pm – 7pm at Caroline Street Social Club. As many Steering Group members as possible to attend. The following suggestions were made:	

	<ul> <li>SOG helps with the event</li> </ul>	HT
	- the Mayor or Deputy is asked to speak at the Launch	HT
	event	
	<ul> <li>exhibition style boards focussing on the 6 key</li> </ul>	
	objectives could be developed to have at the Launch	НТ
	- a leaflet to give out at the Saltaire Festival	
	signposting people to the consultation	
	- Leaflet is also mail dropped in Saltaire (DH to be	DH
	asked, but Baildon Town Council agreed to mail drop	PA
	in their addresses in the WHS site and immediate	173
	setting).	
	setting).	
	we 'man' a stall at the Eastival LIPC are offering a	Volunteers
	- we 'man' a stall at the Festival. URC are offering a	
	free stall (JP). Cllr Slater volunteered an hour in	please
	morning. Aim is to signpost the consultation and to	
	invite comments (not to use questionnaire)	
	- press release for 10th Sept	HT
	<ul> <li>involve schools in the consultation event</li> </ul>	HT
	- inclusion in corporate newsletters (Incommunities,	HT
	BDCT, etc)	
7. Other consultation	Covered in items above	
8. Date of next meeting	Sept meeting cancelled. October date changed to 13 <sup>th</sup>	
_	2-4 Shipley Town Hall	
		1