

STOKESLEY TOWN COUNCIL

A Meeting was held in the Town Hall, Stokesley, on Tuesday,
The 9 January 2018

Present: Cllrs Stewart Brennan, Mike Canavan, Sean Carey, Bryn Griffiths, Chris Johnson, Carol Lewis, Caroline Seymour, Graham Sowerby and Andy Wake.

Clerk – Mrs Julie McLuckie.

PCSO James Crawford and six residents.

In accordance with the notice of meeting a public forum session took place from 7.00pm to 7.15pm.

PCSO Crawford presented the Police Report. There had been a total of 24 incidents reported between 11 December 2017 and 8 January 2018. PCSO Crawford advised members that HDC were proposing the installation of a CCTV camera on Silver Street. The Clerk would liaise with HDC to see if this camera could be a moveable one so that it could also be directed at the Play Area. An update on the current staffing arrangements for Stokesley was received and it was noted that PC Anderson and PCSO Lewis had now moved to other roles which meant that once again Stokesley was not at full strength. **Noted.**

A resident presented a proposed planning application which although was under the jurisdiction of Kirby Parish Council was on the border of Stokesley. The Planning Application Reference 17/02687/OUT on land west of Station Road was an outline application for 27 industrial, storage and office buildings. Members received the document provided by the resident and agreed to discuss this under the Planning item on the Agenda. **Noted.**

A resident from Woodlands Walk asked what improvements would be made to the infrastructure of Stokesley (i.e. schools, doctors etc) to accommodate the new developments. Cllr Griffiths confirmed that Highways are consulted as are the schools, the NHS are also consulted. Cllr Brennan provided information on the CIL money that is paid and that should be used to improve the infrastructure, however, this goes into a central pot at HDC and this is something that we need to ensure is spent in Stokesley. Cllrs Griffiths and Brennan agreed to provide the resident with further information outside of the meeting. **Noted.**

Residents from Woodlands Walk were in attendance and asked for support to secure the following information:

- a. Approved site levels;
- b. Enforcement procedures;
- c. Drainage responsibilities and management.

Members did suggest that it may be beneficial for residents to secure an independent drainage specialist to review the site. Members were fully supportive of the residents and this item would be discussed in more detail under Planning on the Agenda. **Noted.**

County Cllr Bryn Griffiths told members that NYCC were due to host a budget briefing meeting on Wednesday 10 January 2018 and he would report back to the next Town Council meeting. **Noted.**

1/09/01/18 NOTICE OF MEETING

The notice convening the meeting was taken as read.

2/09/01/18 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs Ian Blakemore, Alex Chisholm, and District Cllr Stephen Dickins and D&S Reporter, Mr Turland.

3/09/01/18 DECLARATIONS OF INTERESTS IN ITEMS ON THE AGENDA

None declared. **Noted.**

4/09/01/18 MINUTES

The minutes of the Town Council meetings held on 12 December 2017 were agreed and signed as a true record.

5/09/01/18 PLANNING

a. The following Planning Applications were received and reviewed.

Applications Received

17/02616/FUL – Applegarth House, Manor Close – Extensions to rear, side and front of dwellinghouse and conversion and extensions to roof to form 2nd floor accommodation with 2no conservation area roof lights and dormer windows. **No objection.**

17/02572/FUL – 9 High Street - Alterations to raise roof height of the front elevation, construction of a rear dormer and ground floor extension. **Object as this property is in the conservation area and although the proposed changes in roof height have a relatively small impact on the front elevation, the proposed extensions and alterations have a marked adverse effect on the character of the High Street and the rear elevations.**

17/02668/FUL – 15 Ashwood Drive – Proposed extensions to rear. **No objections.**

Applications Granted

17/01406/FUL – 24 West Green – Replacement windows.

17/02045/LBC – 4 Springfield Lodge – Listed building consent for the installation of an internal extractor fan and external cowl vent.

17/02435/CAT – 19 College Square – Works to trees in a conservation area.

b. Planning and Development Issues.

Tanton Fields Development – The Clerk was asked to write to Rishi Sunak MP again to express our disappointment at receiving no response to our previous letter. In addition, we would urge him to visit the site to see first hand the impact that this is having on his constituents and to urge him to take forward that Planning Inspectors must seek local knowledge prior to making any decisions on planning appeals. **Agreed.** The Clerk would also draft a letter to be sent to HDC seeking responses to the questions raised by residents of Woodlands Walk. **Agreed.**

Planning Committee Meeting Re: Planning Application 17/01477/OUT – Gladman Developments Ltd – Outline planning application for up to 110 dwellings with all matters except access reserved – it was agreed that that Cllr Canavan would attend this meeting and object based on the key issues detailed within the report as well as the proposal not to alter the speed limit or road infrastructure and the drainage issues outlining the current issues on the Tanton Fields site. **Agreed.**

Kirby Bridge Development – Planning reference 17/02687/OUT – Members fully supported the comments submitted by the resident. The Clerk would write to HDC to express our concerns regarding this proposed development and the fact that it is not in the current Local Development Framework (LDF) and is not an allocated or preferred site in the new draft LDF. In addition, the Clerk would confirm that there are a number of vacant properties on both Stokesley High Street and the Industrial Estate and therefore there is no requirement for additional commercial properties. **Agreed.**

Millies Paddock – Cllr Wake would request a progress update. **Noted.**

77 Riverslea – rear gates – Cllr Wake would request a progress update. **Noted.**

Pizza Shop, College Square – new signs – the Clerk would report the new signs to the Enforcement Officer as they are not in keeping with the Conservation area. The Clerk would also report the rubbish left outside the shop. **Agreed.**

2A High Street – Cllr Wake would request a progress update. **Agreed.**

6/09/01/18 REVIEW OF ACTIONS FROM LAST MEETING

See the attached Appendix 1.

7/09/01/18 FINANCIAL STATEMENTS

1. The financial statements for December 2017 were agreed and had been checked and signed by Cllrs Johnson and Lewis. **Agreed.**
2. The payments made during December 2017 totalling £10419.61 were agreed. **Agreed.**

9/09/01/18 MATTERS FOR DISCUSSION

Town Council

1. Strategic Objectives for 2017/18 – progress review:
 - a. Cobblestones – The Clerk had arranged a meeting of the Parking Working Group for 17 January 2018 to agree the next steps following receipt of the financial information from HDC. **Noted.**

- b. Parking – A meeting would take place on 17 January 2018 to agree the next steps following receipt of the response from NYCC regarding College Square. **Noted.**
 - c. Trees – a meeting of the Open Spaces & Footpaths Committee would take place on 22 January 2018 to agree the work to take place in Malvern Drive and other areas. **Noted.**
 - d. Local Council Award Scheme – we had received a response from YLCA with several actions to be undertaken. Cllr Canavan had commenced reviewing the recommendations and would liaise with the Clerk in due course. **Noted.**
 - e. Public Conveniences – the roofing report was received. The Clerk had requested two additional quotes and received one. The Clerk would secure a third quote to enable members to make an informed decision. **Noted.**
 - f. Events – No further updates. **Agreed.**
2. Town Council Surgery – unfortunately had to be cancelled at short notice due to illness. However, forms were left for residents to complete if required. One couple did leave a completed form which raised the following concerns regarding the Tanton Fields Development:
- a. They have been promised a copy of the pre-construction dilapidation report for their property and want to know when they will receive it.
 - b. Same for vibration reports – when will they receive them?
 - c. As the garden levels to the new properties is not as the drawings, when will this be rectified, and the levels reduced to the approved height?
- These questions have been forwarded to HDC for response.**
3. Town Council Chairman’s Chain – the Clerk had circulated the two design proposals and quotes. Members confirmed that they would like to go ahead with the second design with a blue ribbon. The Clerk would request a final design and arrange the purchase. **Agreed.**
4. Data Protection Officer – the Clerk would contact HDC and YLCA to see if they would be fulfilling the role of Data Protection Officer on behalf of local Town and Parish Council and whether there would be any costs associated. **Noted.**
5. Stokesley & Villages Community Plan – the Clerk would circulate the plan and any comments to be confirmed by return with a view to discussing in more detail and finalising the updated plan for submission at the Town Council meeting in February. **Agreed.**
6. Nationwide Building Society – the Clerk was asked to liaise with Nationwide Building Society to offer them the opportunity to provide the ‘pop up’ service at the Town Hall. **Agreed.**

7. Press Releases Approval – There were no press releases for approval. Cllr Canavan requested that members confirm any articles for the Market Place to be with him by Thursday as the article deadline was Friday 12 January 2018. **Noted.**

Committees and Working Groups

1. The notes from the meeting between the Town Council, HDC and Woodlands Walk representatives held on 21 December 2017 circulated on 28.12.17 were received. **Noted.**

North Yorkshire County Council

1. The response from Area 2 regarding the proposed changes to College Square circulated on 22.12.17 was received. **Noted.**

Hambleton District Council

1. The HDC Update December 2017 circulated on 22.12.17 was received. **Noted.**

Police

The Police Report had been circulated. The Clerk was asked to write to the Chief Constable to express our concern about the staffing levels in Stokesley highlighting the increase in anti-social behaviour and drug related incidents. **Agreed.**

YLCA

1. The information regarding the General Data Protection Regulation (GDPR) which comes into force on 25 May 2018 circulated on 22.12.17 was received. **Noted.**
2. The information to raise awareness of the potential for bird flu circulated on 22.12.17 was received. **Noted.**
3. The Application of Referendum Principles in the next three years circulated on 22.12.17 was received. **Noted.**
4. The White Rose Update December 2017 circulated on 22.12.17 was received. **Noted.**

Correspondence/Complaints received

1. The correspondence from Community First Yorkshire promoting a free community led housing workshop on 16 January 2018 circulated on 15.12.17 was received. **Noted.**

2. The correspondence from Mr Boulby seeking clarification on the future funding of the Christmas Tree on West Green circulated on 5.12.17 was received. It was agreed that a response would be sent advising that we allocate funds in the budget for Christmas. **Agreed.**
3. The letter from the Rotary Club of Stokesley regarding their annual Classic Vehicle Show that will take place on Saturday 16 June 2018 circulated on 3.1.18 was received. **Noted.**
4. Review of Complaints received – numerous complaints had been received regarding the Tanton Fields Development all of which had been directed to the relevant person. **Noted**

Items tabled for information

No items received.

The meeting closed at 9.30 pm.

Town Council Meeting Actions

Minute No. Date Agreed	Task	Lead Councillor	Responsible Committee	Expected date for completion	Status
6/09/06/15 1.	Manor Close – to commence proceedings to introduce yellow lines	Clerk and Cllr Griffiths	Parking Working Group	On hold until the new long term parking is identified.	This scheme to be included in the overall parking review but introduction of yellow lines in this area would be the responsibility of Highways. Ongoing.
8/09/06/15 8. 8/14/07/15 7. 11/08/15	High Street Wi-Fi - The Clerk had met with the HDC representative who was discussing the comments from our solicitor with the service provider and would feedback once this was complete	Clerk	Communications / Events Working Group		Documents now signed awaiting the provider to arrange equipment installation. Ongoing.
8/14/07/15 21. 11/8/15 11/10/16	Assets of Community Value – To consider if we have any assets of community value.	Cllr Blakemore	Town Council		The Clerk had completed the application to register the Allotments as an Asset of Community Value. Ongoing.
8/08/11/16	Skate Ramps – to arrange a meeting with the resident to discuss in more detail.	Clerk	Open Spaces		Need to carry out consultation prior to progressing further. Ongoing.
11/13/06/17	Cobbles – to obtain a quote for repairs to the cobbles outside Natural Heat.	Clerk	Town Council		Quote requested on 19 June 2017 and 9 August 2017 – awaiting response. Additional areas identified for repairs. Agreed to temporary fill the Old Market Place and outside Natural Heat. Letter sent on 4.1.18. Ongoing.
9/14/11/17	Trees – meeting to take place	Cllr Lewis	Open Spaces &		Work complete on Malvern Drive.

1.c.	with one of our contractors to review the work required on Malvern Drive and Riverslea / Riversdene Estate.		Footpaths		Ongoing.
9/14/11/17 4.	Riverslea / Riversdene Estate Lease with HDC – to contact HDC and propose renewing the lease for a period of 20 years and an agreed cost of £1500 per annum to be RPI index linked.	Clerk	Town Council		Request submitted and awaiting a response from the HDC Legal Team. Ongoing.
9/14/11/17 10.	Wild Flower Scheme – feedback to be provided from the Tyneside scheme.	Cllr Lewis	Open Spaces & Footpaths		Under the remit of the Open Spaces & Footpaths Committee. Closed.
9/12/12/17 6.	Greenbelt – to request that HDC include a greenbelt or appropriate alternative to the Northern border within the new Local Development Framework.	Clerk	Town Council		Response received and circulated on 15.1.18. Ongoing.
9/12/12/17 7.	Flood Diversion Channel – to contact the Environment Agency to seek confirmation that the flood diversion channel is as effective as when it was originally installed and if not when and who will carry out the maintenance.	Clerk	Town Council		E-mail sent on 4.1.18. Response received and circulated on 16.1.18. Closed.
5/09/01/18 b.	Kier Development – Tanton – letter to be sent to HDC seeking confirmation of the approved height, enforcement	Clerk	Town Council		Letter sent on 11.1.18. Awaiting response. Ongoing.

	procedures and drainage responsibilities and management.				
9/12/12/17 8. 5/09/01/18 b.	Kier Development – letter to be sent to Rishi Sunak MP highlighting the issues and also concerns regarding the decision of the Planning Inspectorate approving this scheme on an area which is clearly unsuitable.	Clerk	Town Council		Letter sent on 14.12.17 – awaiting a response. Follow up letter sent on 11.1.18. Response received and circulated on 12.1.18. Meeting arranged for 9.2.18. Ongoing.
09/01/18 Police Report	CCTV – proposal by HDC to install a camera on Silver Street. Clerk to discuss the proposal and to see if the camera could also cover the Play Park.	Clerk	Town Council		E-mail sent on 10.1.18. Meeting arranged to discuss in more detail on 16 February 2018. Ongoing.