

**STOKESLEY TOWN COUNCIL**  
**COMMUNICATIONS AND EVENTS COMMITTEE**

A Meeting of the Communications and Events Committee  
was held in the Town Hall, Stokesley on Monday 14 July 2025

**Communications and Events Committee Membership**

Cllr Sally Atkinson, Cllr David Cook, Cllr Claire Craster, Cllr Chris Johnson and Cllr Gary Yuille plus non-council representatives – Mr Richard Agar and Mrs Sue Thompson.

**Present:** Cllrs Sally Atkinson, Claire Craster and Chris Johnson.  
Non-Council Members – Mrs Sue Thompson  
Town Clerk – Julie Mcluckie.

**1/14/07/25 NOTICE OF MEETING**

**RESOLVED** that the public notice of the meeting had been provided in accordance with Schedule 12, paragraph 10(2) of the Local Government Act 1972.

**2/14/07/25 MEMBERS OF THE PUBLIC**

None present.

**3/14/07/25 APOLOGIES FOR ABSENCE**

**RESOLVED** to receive and accept the apologies from Cllr Cook, Cllr Yuille and Mr Agar.

**4/14/07/25 ELECTION OF CHAIR**

**RESOLVED** that Cllr Sally Atkinson be appointed Chair of the Communications and Events Committee for the coming year.

**5/14/07/25 DECLARATIONS OF INTERESTS IN ITEMS ON THE AGENDA**

None declared.

**6/14/07/25 TERMS OF REFERENCE**

**RESOLVED** that the Terms of Reference circulated be approved.

**7/14/07/25 MINUTES OF THE MEETING HELD ON 6 MAY 2025**

**RESOLVED** that the minutes of the meeting held on 6 May 2025 be agreed.

**8/14/07/25 LOCAL BUSINESS MEETING FEEDBACK**

**RESOLVED** to obtain a quote for a voucher booklet for Stokesley High Street that could be available in local businesses including holiday accommodation. Bus companies be contacted to encourage them to include Stokesley on any bus tours and supply them with copies of the voucher book for distribution. To also look for containers to display the booklets in the car parking areas. To look at hosting interviews with local businesses that could then be uploaded onto the Stokesley Town Council website business directory as well as through social media. It was agreed to offer the 'Old Market Square' for one Saturday in October for local businesses to set up a stall. Each business would be responsible for their own set up, risk assessment etc and would be limited to six stalls on a first come first served basis. The Clerk was asked to confirm with licensing if we would require any additional licences for this. The businesses were also keen to develop an event for Yorkshire Day next year, this would be added to future Agendas for discussion.

**9/14/07/25 VIBRANT AND SUSTAINABLE HIGH STREET APPLICATION**

Cllrs Atkinson and Craster have met with representatives from North Yorkshire Council to discuss our proposed bid and obtain further information and advice on what to include and not to include.

**RESOLVED** that Cllrs Atkinson and Craster would draft a proposed submission including all elements discussed which would mean the submission would fall into the higher bracket of £80k and would require 10% match funding, half of which could be offset to cover staffing costs, so this would mean a total of £4k to be secured from either a local business sponsorship or from the Town Council or Manorial Lands Trust. Businesses have agreed to supply sales data from the 2<sup>nd</sup> Saturday in May 2025 so this could be used for comparison purposes to show what has been achieved if successful. The bid would include an objective to see a 5% increase. A consultation document would also be designed which would ask 5 simple questions to secure feedback from people visiting the High Street, musical events, coffee mornings etc, holiday accommodation owners would also be asked to see if their guests would be willing to complete the survey. This would provide feedback on why people are visiting Stokesley and their impressions and what, if anything could be improved. The Clerk was asked to confirm with the Conservation Area Officer if we could install a sail type gazebo to cover the Old Market Square and what the rules would be about permanent or moveable poles to accommodate.

**9/14/07/25 EVENTS 2025**

- a. Book Festival – Saturday 4 October 2025. **RESOLVED** that the new Library Manager has confirmed that they are happy to be involved again this year and that they will host a poetry competition leading up to the event. Local Businesses to be approached to see if they would sponsor prizes for this competition.
- b. Stokesley Sparkle – Friday 28 November 2025. **RESOLVED** that an approach be made to local groups and schools to see if they would schedule the lantern workshops into their timetables for October / November. The workshops will be subject to confirmation if we have been successful or not with our bid to the Vibrant and Sustainable High Street fund.

**10/14/07/25 CHRISTMAS LIGHTS**

**RESOLVED** to replace the broken ones with two of the ex-display as recommended and to replace the two spheres with two new ones. The ice lights for the Town Hall would be included in our bid application so would only be purchased if successful. If unsuccessful we would look to include in next year’s budget.

**11/14/07/25 ACCESSIBILITY STATEMENT REVIEW**

**RESOLVED** that Catch Designs complete the Accessibility Statement annual review to ensure our website remains compliant.

The meeting closed at 9 pm.

Signed ..... Date.....