

3 May 2018

Stokesley Town Council

The next meeting of Stokesley Town Council will take place on **Tuesday 8 May 2018** commencing at 7.15 pm. This will be preceded by an open forum at 7.00 pm. where members of the Public, the Police, and County and District Councillors are invited to speak.

AGENDA

1. ELECTION OF CHAIRMAN

2. DECLARATION OF ACCEPTANCE OF OFFICE OF CHAIRMAN

3. NOTICE OF MEETING

Public notice of the meeting has been given in accordance with Schedule 12, paragraph 10(2) of the Local Government Act 1972.

4. APOLOGIES FOR ABSENCE

5. ELECTION OF VICE CHAIRMAN

6. DECLARATIONS OF INTERESTS IN ITEMS ON THE AGENDA

7. COMMITTEE / AREAS OF RESPONSIBILITY STRUCTURE

To agree Committee / Areas of Responsibility membership and to consider increasing Committee membership to five to ensure quoracy:-

<u>Committee / Working Group</u>	<u>Current Membership</u>
Committees	
Employment Committee	Cllrs Blakemore, Carey, Griffiths & Sowerby
Finance Committee	Cllrs Brennan, Canavan, Carey & Seymour
Planning Committee	Cllrs Brennan, Canavan, Griffiths & Johnson
Allotments Committee	Cllrs Chisholm, Lewis, Seymour, Sowerby (allotment holder representative)
Health & Safety Committee	Cllrs Canavan, Chisholm, Johnson, Sowerby & Wake
Open Spaces & Footpaths	Cllrs Griffiths, Lewis, Seymour, Sowerby & Wake
Town Hall Committee	Cllrs Brennan, Canavan, Chisholm & Wake (3 Town Hall Management representatives)
Communications & Events Committee	Cllrs Blakemore, Brennan, Canavan & Sowerby (plus non-council members).

Working Groups

Parking Market	Cllrs Brennan, Carey, Chisholm, Griffiths & Seymour Cllrs Blakemore, Canavan & Seymour plus representatives from both Friday and Farmers Markets.
General Data Protection Regulations	Cllrs Blakemore, Canavan and Griffiths.

External Bodies

Preston Educational Trust	Cllrs Canavan and Seymour.
Lady Hullocks Trust	Cllr Lewis.

8. MINUTES

To confirm as a true record the minutes of the meeting held on 10 April 2018.

9. PLANNING APPLICATIONS

- a. To consider Planning Applications received.
- b. Planning and Development Issues.

10. REVIEW OF ACTIONS FROM THE PREVIOUS MEETINGS

To receive the Action List and updates.

11. FINANCIAL STATEMENTS

- a. To agree monthly statements for April 2018.
- b. To note the payments made in April 2018.
- c. To receive the end of year statement from Redmayne Bentley circulated on 30.4.18.
- d. To receive the Finance Committee Annual Review 2017/18 report circulated on 1.5.18.

- e. To approve the recommendation made by the Finance Committee at its meeting held on 30 April 2018 to increase the Christmas Lights Budget to £16k this year to enable the purchase of all the new lights this year meaning that the following two years would require a budget of £5k only to cover the installation, dismantling and storage costs.
- d. To review and agreed the Annual Governance Statement for the financial year 2017/18.

12. MATTERS FOR DISCUSSION

Town Council

1. Strategic Objectives for 2018/19 – progress review:-
 - a. Cobbles.
 - b. Parking – to approve the Parking in Stokesley – Positioning Paper as recommended by the Parking Working Group following their meeting on 2 May 2018 circulated on 3.5.18.
 - c. Community Infrastructure Levy (CIL) and Infrastructure Development
 - d. Public Toilets.
2. Town Council Surgery – feedback from the surgery held on 5 May 2018.
3. Great Ayton to Stokesley Cycleway.
4. General Data Protection Regulations (GDPR) Compliance – to review and adopt the ‘Privacy Notice – General’ and ‘Privacy Notice – For Staff, Councillors and Role Holders’.
5. Articles for the Market Place in May and June.
6. Press Releases Approval.

Committees and Working Groups

1. To receive feedback from the Annual Town Meeting held on 24 April 2018.
2. To receive the minutes from the Communications & Events Committee held on 17 April 2018.
3. To receive the minutes from the Finance Committee held on 30 April 2018.
4. To receive feedback from the Parking Working Group meeting held on 2 May 2018.
5. To receive the minutes from the Communications & Events Committee held on 3 May 2018.

North Yorkshire County Council

1. To receive the response regarding the re-surfacing work adjacent to Stokesley Motors circulated on 24.4.18.
2. To receive the correspondence regarding archive consultation circulated on 24.4.18.

Hambleton District Council

1. To receive the correspondence regarding Recycling and Litter Picking circulated on 12.4.18.
2. To receive the Certificate of Registration for Renumbering of Properties Plots 158 to 165 on White House Farm circulated on 10.4.18.

3. To receive the invitation to Armed Forces Day Flying the Flag Ceremony circulated on 23.4.18.
4. To receive the Community Infrastructure Levy Payment Notice circulated on 24.4.18.
5. To receive the Agenda for the Hambleton Parish Liaison Meeting scheduled to take place on 17 May 2018.
6. To receive the response to our correspondence regarding the Allocation of Community Infrastructure Levy funds circulated on 30.4.18.

Police

1. To receive the monthly statistics.

YLCA

1. To receive the information regarding 'Appointment of a Data Protection Officer' circulated on 17.4.18.
2. To receive the 'Amendment to the General Data Protection Regulation Bill – Appointment of a Data Protection Officer' circulated on 27.4.18.
3. To receive the ICO Statement on GDPR and the Local Councils Sector circulated on 2.5.18.
- 4.

Correspondence/Complaints Received

1. To receive the concern raised about vehicles driving along the Levenside pathway beyond the Ford because of lack of signage circulated on 6/4/18.
2. To receive a copy of the letter sent from Save our Stokesley to the owner of Strikes following the fire circulated on 13.4.18.
3. To receive a copy of the Rotary Club Celebration of Youth Sponsorship Form circulated on 24.4.18.
4. To receive the concern regarding the speed of vehicles along North Road following the recent accident circulated on 24.4.18.
5. To receive the request for a contribution from the Rotary Club towards their 'Celebration of Youth Event' circulated on 30.4.18 and their grant application form circulated on 3.5.18.
6. To receive the correspondence from Northumbrian Water Board advising of work in the area circulated on 30.4.18.

Items tabled for information

None received.

13. EXCLUSION OF THE PRESS AND PUBLIC

In accordance with Paragraph 1 (2) of The Public Bodies (Admission to Meetings) Act 1960, the Parish Council can RESOLVE that the press and public be excluded from the meeting to deal with items of a confidential nature.

1. To receive the Operation London Bridge documents circulated on 11.4.18.

The next Parish Council meeting will take place on Tuesday 12 June 2018.

PLANNING APPLICATIONS TO BE CONSIDERED AT THE

TOWN COUNCIL MEETING TO BE HELD ON 8 MAY 2018

Applications Received

18/00635/FUL – 1 Malvern Close – Single storey rear extension.

18/00708/LBC – Barclays Bank – Removal of internal fixtures and fittings and external signage.

18/00808/FUL -79 The Stripe – demolition of existing UPVC conservatory and construction of single storey sun room with brick/glazed walls and pitched slate roof to match existing house. Replacement of existing powder coated aluminium bifold doors and fixed glazing.

18/00249/FUL - 8 Peacocks – two storey extension to rear of house as amended

18/00741/ADV – Il Mulino, Church House, 30 College Square – Retrospective application for Advertisement Consent for 5 fascia signs and a canopy.

Applications Granted

17/02572/FUL – 9 High Street – Alterations to raise roof height of the front elevation, construction of 2no. rear dormers, a ground floor extension and replacement windows and door.

17/02597/ADV – The Acres Estate – Advertisement consent to display 2no. non-illuminated advertisement boards and 4 flagpoles.

17/02541/ADV – Natural Heat, 69 – 71 High Street – Fascia sign to replace existing.

17/02542/LBC – Natural Head, 69 – 71 High Street – Fascia sign to replace existing.

17/02562/FUL – 21 College Square – Replacement of 3no box sash windows on front elevation of dwellinghouse.

17/02670/ADV – Co-op Group, 44 High Street – advertisement consent for replacement branding to convenience store consisting of 1no internally illuminated fascia sign, 1no non-illuminated fascia sign, 1no non illuminated projecting sign and 1no non illuminated flat panel sign

STOKESLEY TOWN COUNCIL – MEETING 8 MAY 2018

ACCOUNTS REPORT

Payments

<u>Supplier</u>	<u>Reason</u>	<u>Value £</u>
Salaries	Weeks 1 - 4	4036.93
HMRC	PAYE/NIC Weeks Month 1	799.40
Sage	IT Support	DD 55.20
Home Fix	Office 365	42.48
Welcoms	Town WiFi	DD 81.19
Talk Talk	Internet / Telephone	DD 55.34
Zurich Insurance	Annual Insurance	3844.18
Clear Business	Internet / Telephone	DD 63.08
Canon	Photocopier	94.67
Wigin Landscaping	Open Spaces / Grass Cutting & Trees	950.00
Wigin Landscaping	Open Spaces / Grass Cutting & Trees	280.00
John Knights	Open Spaces – Seat Repairs	4616.40
Middlesbrough BC	Pest Control – Open Spaces / River Banks	1131.60
Initial	Hygiene Contract – Open Spaces / Toilets	94.48
Safechem	Toilet Rolls – Open Spaces / Toilets	47.23
Furniture at Work	Lockable Security Cupboard – Office Equipment	286.80
Thomas Fattorini	Chairmans Chain – Miscellaneous	1454.99
YLCA	GDPR Training	45.00
Catch Design	Website	1542.00
Total		19520.97