

7 May 2025

Stokesley Town Council

The next meeting of Stokesley Town Council will take place on **Tuesday 13 May 2025** commencing at 7.15 pm.

The formal Agenda will be preceded by an open forum at 7 pm where members of the Public, the Police, and North Yorkshire Councillors are invited to speak. Please note members of the public will be allowed to make statements, ask questions, or provide evidence on items on the agenda but this will be limited to 3 minutes per person.

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**

1. To receive the apologies for absence received in advance of the meeting.
2. To consider the reasons for absence provided.

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 for 2025/26, and where possible to appoint five members to ensure quoracy.

Committee / Working Group Current Membership

Committees

Employment Committee	Cllrs Canavan, Carey, Craster, Griffiths & Sowerby
Finance Committee	Cllrs Canavan, Carey, Cook & Oxley
Planning Committee	Cllrs Canavan, Cook & Oxley
Health & Safety Committee	Cllrs Canavan, Craster, Johnson, Oxley & Sowerby
Open Spaces & Allotments	Cllrs Craster, Griffiths, Oxley & Sowerby

Committee	(plus allotment holder representative)
Town Hall Committee	Cllrs Canavan & Oxley (3 Town Hall Management representatives)
Communications & Events Committee	Cllrs Atkinson, Cook, Craster & Johnson (plus non-council members)
Parking Committee	Cllrs Canavan, Carey, Griffiths & Johnson

Working Groups

Scout Hut Lease	Cllrs Atkinson & Oxley
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External Bodies

Preston Educational Trust	Cllrs Canavan & vacancy
Lady Hullocks Trust	Cllr Atkinson, Mr Johnson & Mr Turland – Town Council appointed representatives.
The Globe	Cllrs Atkinson & Craster
Fairtrade	Cllr Atkinson
Climate Action	Cllr Atkinson
Community Care Association	Cllr Yuille

8. MINUTES

To confirm as a true record the minutes of the Town Council meeting held on 8 April 2025 and the Annual Town Meeting held on 29 April 2025.

9. PLANNING APPLICATIONS

1. To consider Planning Applications received.
2. Planning and Development Issues
 - a. Taylor Wimpey Estate.
 - b. British Legion Club Site, North Road.
 - c. Tilia Estate – planning conditions.
 - d. Brierley Development – to receive the update about the unauthorised car park.
 - e. 47 High Street (formerly the Pack Horse Pub).
 - f. Morrison, High Street.
 - g. Costa Coffee, High Street.
 - h. Millbry Hill.

10. FINANCIAL STATEMENTS

1. To agree the monthly statements for April 2025 circulated on 7.5.24.
2. To note the payments made in April 2025 (attached at Appendix 2).
3. To receive and approve the Internal Audit Engagement Letter circulated on 7.5.25.
4. To receive the investment contract notes circulated on 7.5.25.

11. MATTERS FOR DISCUSSION

Town Council

1. Review of the Strategic Objectives for 2024/25:-
 - a. Cobbles.
 - b. Parking.
2. To agree the Strategic Objectives for 2025/26.
3. Press Releases / Newsletter – to approve the newsletter circulated via email on 7.5.25.
4. Maintenance of Northumbrian Water Assets.
5. Public Toilets.
6. Insurance Renewal – circulated on 30.4.25.
7. To review the Sexual and General Harassment Policy and Procedure circulated on 7.5.25.

Committees and Working Groups

1. To receive the minutes from the Communications and Events Committee held on 6 May 2025.
2. To receive the minutes from the Parking Committee held on 8 May 2025.

North Yorkshire Council

1. To receive the response from the Enforcement Team about the development on the A172 circulated on 22.4.25.

Police

1. To receive the monthly statistics report circulated on.

YLCA

1. To receive the White Rose Updates.
2. To receive the Training E—Bulletins.
3. To receive the Law and Governance Bulletins.
4. To receive the Information Requests and Vacancies.
5. To receive the Chief Executive bulletins.

Correspondence/Complaints received

1. To receive the request for a dog litter bin on the cut going towards Woodlands Walk circulated on 20.4.20.
2. To receive the letter from the Parish of Stokesley with Seamer in Cleveland Church about the churchyard extension and a request for funding circulated on 16.4.25.
3. To receive the letter from the Stokesley Rotary Club notifying the Town Council that the ‘Classics on Show’ will take place on 14 June 2025, circulated on 2.4.25.
4. To receive the e-mail from a resident about parking issues – size of parking bays and signage circulated on 7.4.25.

Items tabled for information

None received.

12. EXCLUSION OF THE PRESS AND PUBLIC

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

The next Town Council meeting will take place on Tuesday 11 June 2024.

PLANNING APPLICATIONS TO BE CONSIDERED AT THE
TOWN COUNCIL MEETING TO BE HELD ON 13 MAY 2025

Applications Received

ZB25/00522/FUL – 15 Meadowfield – single storey front and side extension

ZB25/00624/FUL Land to South of Westlands – Construction of retirement living housing (Category 2 type accommodation), associated communal facilities, landscaping and car parking.

ZB25/00719/LBC – 4 West Green – Application for listed building consent for replacement of vertical sliding sash windows to ground floor bow window – south elevation – 2no. vertical sliding sash window to west elevation.

ZB25/00757/CAT – 14 West Green – Application for works to a tree in a conservation area. T1 sycamore.

ZB25/00793/LBC 14 West Green – LBC for installation of through floor lift.

ZB25/00745/LBC & ZB25/00744/FUL – 46 College Square – application to replace the windows, frames and sill on both the first and ground floor at the front of the property. Removal of all of the hedging and install a custom built galvanised steel railing complete with matching gate to the front of the property.

Applications Granted

ZB25/00455/FUL – 43 Cleveland Avenue – Application to remove existing roof to existing rear offshoots and new flat roof over with lantern.

ZB25/00343/FUL – 6 College Square – Application for extension of a brick and tile garden workshop (as amended).

ZB25/00448/FUL – 5 Hambleton Gate – Single storey extension to the rear, new dormer cladding and alterations to the drive and access.

Applications Refused

ZB24/01086/FUL – Il Mulino, Church House, 30 College Square – Retrospective application – installation of extraction flue on side elevation.

ZB25/00494/TPO – Lyndhurst, 31 Springfield – Application for works to trees subject to a Tree Preservation Order 1991/16 – T12 Horse Chestnut and T13 Birch.

STOKESLEY TOWN COUNCIL – APRIL 2025

ACCOUNTS REPORT

Payments

Supplier	Reason	Value £
Salaries	Weeks 1 - 4	5844.01
HMRC	PAYE/NIC Month 1	1701.92
Sage	IT Support	113.53
HFC Systems	Office 365 – IT Support	112.56
Town Hall Trust	Officer Rent	650.00
Clear Business	Phone / Internet	119.81
Skipton Hire Centre	Clock Maintenance	165.00
Wigin Landscaping	Monthly Contract –Trees	250.00
C G Robinon & Sons Ltd	Monthly Grass Cutting Contract	2959.28
J T Atkinson	Open Spaces / Miscellaneous	50.37
British Gas	Electricity – Open Spaces / Toilets	138.27
Westclean	Holiday Cover – Open Spaces / Toilets	722.40
Loorolls	Toilet rolls – Open Spaces / Toilets	313.20
Wallgate	Service Contract – Open Spaces / Toilets	1556.10
Initial	Hygiene Contract – Open Spaces / Toilets	155.13
Lady Hullocks Trust	Allotments Rent – 1 st installment	525.00
Town Hall Trust	Meeting Rent	128.00
Barclays	Bank Charges - Miscellaneous	10.90
Catch Designs	QR Code Set Up – Website	90.00
Total		15605.48