

STOKESLEY TOWN COUNCIL

**A Meeting was held in the Town Hall, Stokesley, on Tuesday,
The 10 July 2018**

Present: Cllrs Stewart Brennan, Mike Canavan, Bryn Griffiths, Chris Johnson, Graham Sowerby and Andy Wake.
Clerk – Mrs Julie McLuckie, Mr Keith Turland D&S Reporter, PCSO Emma Ellington and One Business Owner.

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

PCSO James Crawford had circulated the report to members. PCSO Emma Ellington presented it to members, it was noted that there had been a total of 21 incidents recorded between 9 June 2018 and 7 July 2018. Members were concerned that the report did not provide them with any information on the outcomes of each incident which it normally did. PCSO Ellington promised to update the report and re-circulate. **Noted.**

Local Business Owner raised concerns regarding the recent approach taken by HDC Enforcement regarding the advertising of her business. She has been asked to remove the A Boards from outside her premises along with a banner having been told that they are illegal. She is concerned that due to her location people do not know that her business is there and relies on advertising to promote, she asked for the Councils support to allow her to keep her A boards which stand adjacent to her premises. Cllr Wake agreed to discuss this with HDC. Members are aware of ongoing issues regarding signs with other local businesses and agreed that it would be beneficial to arrange a meeting with the Head of Planning and appropriate officers to discuss these concerns. **Noted.**

District Cllr Wake informed members that the new planning application for the Strikes re-build had now been received. Cllr Wake had met with the owners and had suggested that a presentation to the Town Council on the new layout would be beneficial.

Noted.

Cllr Wake continues to pursue the ongoing Enforcement issues including the Kier Development. **Noted.**

Cllr Wake has asked that the Scrutiny Committee look at the Vibrant Market Towns remit and that they provide a full presentation on their report. **Noted.**

The review of parking conducted by HDC and submitted to the Cabinet for approval did not incorporate any of the comments submitted by Stokesley Town Council. Cllr Wake would express our concerns to HDC and request an explanation. **Noted.**

County Cllr Griffiths notified members that he once again has £5k allocated to support Community Projects and an additional £5k to support Environmental Projects. Any expressions of interest to be submitted to Cllr Griffiths for consideration. **Noted.**

1/10/07/18 TO RECEIVE THE RESIGNATION AS CHAIRMAN FROM CLLR SEYMOUR

Members received and accepted the letter of resignation from Cllr Seymour as Chairman to the Council. Members thanked Cllr Seymour for filling this role in previous years and looked forward to welcoming her back to Town Council meetings in due course.

Accepted.

2/10/07/18 ELECTION OF CHAIRMAN

Cllr Graham Sowerby was appointed as Chairman of the Town Council with immediate effect. **Agreed.**

3/10/07/18 DECLARATION OF ACCEPTANCE OF OFFICE AS CHAIRMAN

Cllr Sowerby signed the Declaration of Acceptance of office to the position of Chairman for Stokesley Town Council. **Noted.**

4/10/07/18 NOTICE OF MEETING

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

5/10/07/18 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs Ian Blakemore, Sean Carey, Carol Lewis and Caroline Seymour and District Cllr Stephen Dickins.

6/10/07/18 TO RECEIVE THE RESIGNATION FROM ALEX CHISHOLM

The letter of resignation from Cllr Alex Chisholm was received and accepted. The Clerk was asked to send Cllr Chisholm a letter thanking him for the work he had undertaken during his time as a Town Councillor and to wish him well for the future. **Noted.**

7/10/07/18 DECLARATIONS OF INTERESTS IN ITEMS ON THE AGENDA

None declared.

8/10/07/18 MINUTES

The minutes of the Town Council held on 12 June 2018 were agreed and signed as a true record.

9/10/07/18 PLANNING

a. The following Planning Applications were received and reviewed.

Applications Received

18/01095/FUL - Strikes Garden Centre – construction of a temporary building for garden centre and café whilst a replacement garden centre is constructed. **Concerned about the height of the structure and wanted assurances that it was a temporary structure and would be removed as soon as viably possible.**

18/01294/LBC - The Manor House – LBC for replacement of single glazed timber windows with slimline double-glazed timber windows to match existing. **No objection in principle but the view of HDC Conservation Officer must be taken into account when making the final decision.**

18/01349/CAT – Riverside Cattery Willow Cottage, 67 Levenside – Works to trees in a conservation area. **No objections.**

18/01355/FUL – Burnside, 16A Levenside – Replacement windows and widening parking bay. **Insufficient information provided regarding the new surface and windows. No reference is made to the change on the site plan regarding the introduction of steps in the parking area which reduced the effective length of the parking space.**

18/01298/CLE – Tanton Grange Farm – Application for Lawful Development Certificate for an existing use of part of the workshop and land adjoining as B2 use for vehicle repair workshop and associated parking. **Members requested that a site visit be made and that evidence on what work had taken place over the previous 10 years be requested.**

18/00004/TPO2 – Stokesley Tree Preservation Order 2018 No 4 – **Members supported the TPO proposal but were concerned that the documentation was incorrect and that this should be rectified to prevent any future challenges. Members would also like to see the trees on Jackson Drive issued with a TPO.**

Applications Granted

18/00708/LBC - Barclays Bank – removal of external fixtures and fittings and external signage.

17/01217/LBC – 29A College Square – Listed building consent for construction of a spiral staircase and landing to give access from first floor living accommodation to rear yard.

17/01216/FUL – 29 A College Square - construction of a spiral staircase and landing to give access from first floor living accommodation to rear yard.

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 UPVC French doors to adjacent kitchen with double glazed powder coated aluminium bifold doors and fixed glazing.

b. Planning and Development Issues.

Barclays Bank –Members expressed disappointment about the state of repair that Barclays Bank has been left in, not only the railing which need to be repaired but also the cash point which has simply been boarded up despite assurances that it would be bricked back up once it was removed. Cllr Wake and the Clerk would raise these concerns with HDC. Members also sought assurances that the Natwest Bank would also be made to brick up the hole when their cash point is removed. **Agreed.**

Eastern Spice Banner – this is now a permanent sign, but no planning application has been received. **Noted.**

Enforcement Officer – It was agreed to invite the Enforcement Officer to a future meeting to provide an update on all the current outstanding concerns as Members remain concerned about the lack of feedback. **Agreed.**

10/10/07/18 REVIEW OF ACTIONS FROM LAST MEETING

See the attached Appendix 1.

11/10/07/18 FINANCIAL STATEMENTS

1. The financial statements for June 2018 were agreed and had been checked and signed by Cllrs Canavan and Lewis. **Agreed.**
2. The payments made during June 2018 totalling £14115.45 were agreed. **Agreed.**

12/10/07/18 MATTERS FOR DISCUSSION

Town Council

1. Strategic Objectives for 2018/19 – progress review:-
 - a. Cobbles – following receipt of the specification information from HDC it was agreed to confirm with HDC that we intend to appoint SJD Architects to manage the project on behalf of the Town Council at an agreed rate of 6% of the contract. A payment would be made upfront for the initial work to be completed to secure tenders etc. **Noted and Agreed.**
 - b. Parking – Cllr Griffiths would liaise with NYCC regarding how to start the process for implementing a trial traffic regulation order in College Square and whether or not we can include the Plain and the other areas of Manorial Land. The Clerk would contact Scarborough Borough Council regarding them undertaking the enforcement. Cllr Brennan would forward the details on the firms identified to undertake the re-marking to the Clerk with a view to getting this work completed. **Noted.**
 - c. Community Infrastructure Levy (CIL) and Infrastructure Development –The public consultation to determine where the Town Councils 15% of the CIL fund should be spent is currently out for consultation with a closing date of 27 July 2018. **Noted.**

In addition, the HDC S106 funds list already agreed would be reviewed and if necessary resubmitted to HDC to ensure funds are secured for the schemes identified. The Clerk had asked HDC if there are any time constraints on claiming and defraying this expenditure and is awaiting a response. **Agreed.**
 - d. Public Toilets – three completed quotes have been received and will be reviewed by Cllrs Brennan and Lewis in the first instance. **Noted.**
2. Town Council Surgery – Cllrs Canavan and Lewis hosted the TC surgery on Saturday 7 July 2018. Two residents attended and raised the following issues:
 - a. Alternative suggestion for the CIL money was that a play area be installed on some of the grassed areas on the Linwood Estate. The resident was informed of the history regarding the two previous play areas on Fairfield Road and the Tameside Estate and why they had been removed and not reinstate. **Noted.**

- b. Concerns about the boundary vegetation and hedge adjoining Lady Hullocks Court were raised. Advised that these were the responsibility of Broadacres.
- c. The state of repair of the Barclays Bank. Advised that this was in the hands of the HDC Enforcement Officer and we are waiting a response. **Noted.**
- 3. Press Releases Approval – None received but it was noted that the Channel 4 Dispatches Programme that is due to be televised on Monday 16 July will include the interview with Cllr Blakemore regarding affordable housing. **Noted.**
- 4. Market Place Article – Agreed to include – Parking Update, Play Park Improvements, Seat Refurbishment, Toilets Update, Christmas Lights Update, Dog Fouling to be reported to the Dog Warden article and the Bank Closures concerns. **Noted.**
- 5. Standing Orders – the updated Standing Orders circulated on 4.7.18 were approved. Cllr Canavan asked that the Clerk seek guidance from YLCA about electronic tendering to enable us to update this area. **Agreed.**
- 6. High Street Bank Closures – the state of repair of the closed banks had been discussed under Planning and would be taken up with HDC Enforcement. The other main concern is the lack of cash machine facilities now in the Town. Cllr Griffiths agreed to discuss this concern with the Yorkshire Building Society and Newcastle Building Society to see if this is something they would consider installing. **Agreed.**
- 7. Riverslea / Riversdene – a quote had been received to re-soil, seed and level the verge at Riverslea / Riverdene – this was agreed, and the contractor would be asked to undertake this work in September and ensure that it is watered appropriately. **Agreed.** The Clerk would purchase the appropriate bollards to be installed as previously approved by the Town Council **Agreed.**
- 8. Street licencing issues – members sought a consistent approach from Highways regarding these issues. The Clerk had reminded Area 2 that they had agreed to write to all the Local Businesses advising them of the required process to undertake prior to the installation of street furniture. **Noted.**
- 9. Collection of fallen tree branches by NYCC – firstly, our tree contractor was thanked for his prompt action in collecting fallen branches following the high winds in June. The Clerk was asked to contact NYCC to ascertain their process for collecting branches that have fallen from their trees as several were still left on the verges. **Agreed.**

Committees and Working Groups

- 1. Feedback was received from the meeting held with Local Businesses regarding Food Week and Christmas Late Night Opening. **Noted.**

North Yorkshire County Council

1. The response from Passenger Transport to our comments submitted regarding the Renewal of Subsidised Local Bus Services circulated on 28.6.18 was received. **Noted.**
2. The response from Area 2 Re: The Ford signage circulated on 22.6.18 was received. **Noted.**
3. The feedback from the Parish Survey on Vehicle Activated Speed signs of Speed Indicator Devices circulated on 3.7.18 was received. **Noted.**

Hambleton District Council

1. The response to the questions raised about the Vibrant Market Towns Investment Plan circulated on 12.6.18 was received. **Noted.**
2. The correspondence regarding the Vibrant Market Towns Investment plan circulated on 28.6.18. was received. The Clerk would contact Easingwold Council to see if they have found the meeting beneficial or not. **Agreed.**
3. The premises licence variation application for Tru-Vai circulated on 21.6.18 was received. **Members did not support the proposed extension of the opening hours to 1 am but would support midnight and no external drinking after 9.30 pm to be consistent with other businesses.**
4. The Rural Housing Enabler Spring Newsletter circulated on 13.6.18 was received. **Noted.**
5. The premises licence application for Shop 2, Church House, College Square circulated on 13.6.18 was received. **Members would like this to be consistent with the Il Mulino license.**

Police

1. To receive the monthly statistics report.

YLCA

1. The records management policy template circulated on 7.6.18 was received. The Clerk was in the process of revising our policy to include the recommendations from YLCA. **Noted.**
2. The White Rose Update June 2018 circulated on 13.6.18 was received. **Noted.**
3. The NALC Chief Executives Bulletins circulated on 20.6.18, 26.6.18 and 2.7.18 was received. **Noted.**

4. The presentations regarding Car Parking in Town Centre and Action for Local Parks circulated on 21.6.18. were received. **Noted.**
5. The YLCA Annual Review 2017/18 was received. **Noted.**

Correspondence/Complaints received

1. The correspondence from residents of Meadowfield about the Strikes Garden Centre temporary building circulated on 26.6.18 was received. The Clerk was asked to confirm that the Town Council agree that the building is too big and should not have been erected before they had the planning decision. The Clerk would reassure residents that we are seeking confirmation to be included that this temporary structure must be removed as soon as the new building opens. **Agreed.**

Items tabled for information

No items received.

The meeting closed at 9 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.
11/13/06/17	Cobbles – to obtain a quote for repairs to the cobbles outside Natural Heat.	Clerk	Town Council		Meeting took place with the contractor on 11.2.18 who agreed to provide quotes – awaiting response. 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		Costs received for review and consideration. Clerk to try and secure funding to enable this scheme to go ahead. Ongoing.
12/08/05/18 1.b.	Parking – to circulate an updated newsletter to College Square residents	Cllr Seymour	Parking Working Group	12/6/18	Approved and circulated. Closed.
12/08/05/18 1.c.	Community Infrastructure Levey (CIL) – public consultation on what the TC should spend the 15% allocated funds on.	Clerk	Town Council	14/8/18	Consultation included in Market Place article and on website – closing date 27.7.18. Ongoing.
12/08/05/18 1.d.	Public Toilets – to circulated tender documents for quotes.	Cllr Brennan / Cllr Lewis and Clerk	Town Council	14/8/18	Tender documents circulated to five companies on 30.5.18 – closing date for response is 29.6.18. Ongoing.
12/08/05/18 NYCC 1.	Stokesley Motors resurfacing work – to write to the NYCC	Clerk	Town Council	12/6/18	Letter sent on 16.5.18 – awaiting response. Ongoing.

	Cabinet Holder seeking an explanation on why the re-surfacing work had taken place in this are and request further information on the assessment criteria.				
12/08/05/18 Correspondence 1.	The Ford – to request that NYCC consider closing the Ford on the grounds of health and safety or review what can be done to make it safer.	Clerk	Town Council	12/6/18	NYCC contacted to improve signage to the Ford. Closed.
12/08/05/18 Correspondence 4.	North Road speeding concerns – to ask NYCC to consider introducing speed calming measures.	Clerk	Town Council	12/6/18	Request sent on 9.5.18 – awaiting a response. Ongoing.
8/12/06/18 1.b.	Parking – negotiations to commence with NYCC on how to implement a trial traffic regulation order in College Square	Cllr Griffiths	Parking Working Group	10/7/18	Ongoing.
8/12/06/18 1.d.	S106 Funds – to review the current list and resubmit to HDC	Clerk	Town Council	10/7/18	Ongoing.
8/12/06/18 5.	Delivery Vans – letter to be sent to High Street Businesses asking that delivery drivers refrain from parking on the footpaths	Clerk	Town Council	10/7/18	Letters distributed. Closed.