

STOKESLEY TOWN COUNCIL

A Meeting was held in the Town Hall, Stokesley, on Tuesday
10 March 2020

Present: Cllrs Mike Canavan, Bryn Griffiths, Christopher Johnson, Nigel Johnson, Carol Lewis, David Oxley, Karen Robinson, Graham Sowerby and Andy Wake.

Clerk – Mrs Julie McLuckie. PC L Jones and one members of the public.

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

A local business owner asked if the Town Council were aware of the Application for review of a premises licence for the Pack Horse and if any comments would be submitted. Members confirmed that this application was on the agenda for discussion.

District Cllr Andy Wake confirmed that both our District Councillors continue to push for action regarding the North Road Club and had been advised that the owners have been issued with a notice to tidy the site and ensure that vermin and pigeons are removed. Cllr Wake had also received reports regarding the increased level of dog fouling across the Town which he has reported to the dog warden.

District Cllr Bryn Griffiths confirmed that the enforcement team were pursuing getting the mounds of mud removed from the Kier site. Cllr Griffiths confirmed that Stokesley had been allocated £25k from the Making a Difference Fund, £3k of which had been awarded to the Town Hall for the refurbishment of the accessible toilet.

Cllr Canavan asked the District Councillors if they had seen the annual parking report. Both confirmed that they had not seen any report. **RESOLVED** that our District Cllrs would request the annual parking report as it was not accessible through the website.

County Cllr Bryn Griffiths advised members that he had complained about the poor workmanship to the bypass footpath improvement and County had agreed and were accessing the situation with a view to carrying out repairs. Cllr Griffiths continues to raise the issue of potholes with the Council and has requested that a site visit take place again.

1/10/03/20 NOTICE OF MEETING

The notice convening the meeting was taken as read.

2/10/03/20 APOLOGIES FOR ABSENCE

RESOLVED to receive and accept the apologies from Cllrs Ian Blakemore and Sean Carey.

3/10/03/20 DECLARATIONS OF INTERESTS IN ITEMS ON THE AGENDA

RESOLVED to receive the declarations of interests from Cllr David Oxley in planning application 20/00374/FUL for Stokesley Golf Range.

4/10/03/20 MINUTES

RESOLVED that the minutes of the meeting of the Town Council held on 11 February 2020 were agreed and signed as a true record.

5/10/03/20 PLANNING

a. The following Planning Applications were received and reviewed.

Applications Received

20/00050/FUL – 6 Three Tuns Wynd – New Shop Front. RESOLVED no objections.

20/00237/CAT – Manor Farm, Manor Close – Application for works to trees in a Conservation Area – fell 3 no. trees. RESOLVED to object as there is no arboriculture report to support the statement ‘danger to adjacent house from subsidence due to roots’, nor does the application state that any alternative to full removal of the trees has been considered to address the perceived danger.

20/00374/FUL Stokesley Golf Range – modifications to existing vehicular access, access road and additional hedge planting. **RESOLVED** to object. At first sight this application seems simply to be to improve the junction of the access road of the Golf Course / Range to the A173, with some additional hedge planting.

However, a review of the planning history for the Golf Course reveals a different picture. Stokesley Golf Range was granted planning permission for the change of use from agricultural land to a golf course against application 07/03564/FUL on the basis of the existing (southern) access from the B1257. In commenting on the application NYCC noted that this access, already in use to serve the golf range, needed improvement. The application was approved with conditions, namely, to improve this southern access and to increase the size of the car park to accommodate more cars.

Indeed, in the Project Description submitted with the 2007 application, Paragraph 2.7 specifically stated access will be via the B1257 existing golf range access.

In the same Product Description document Paragraph 3.4 highlights ‘New hedgerow planting and gapping-up is proposed (see plan 501.03)’ and Paragraph 4.0 states ‘The right of way running along the eastern boundary will have intermittent views of the course until the proposed hedgerow is established’. Additionally, Paragraph 7.4 proposed to let the hedges (bordering the A173) develop to a greater height of 4m and width of 3m.

The Officer Report on this 2007 application notes in Paragraph 1.2 ‘A landscaping scheme has been submitted, which includes proposals for the creation of a new hedgerow along the eastern boundary of the site and the infilling of existing hedgerows, particularly along the northern boundary’ and Paragraph 5.5 states ‘There is no proposal to provide netting to prevent mis-hit balls leaving the site as it is stated that this is to be avoided by the design of the course.’ Indeed, the drawing showing the landscaping plan 501.03 specifically does not include any wire mesh fencing along the northern A173 boundary and excludes any permanent access along this boundary. Approval of the application was conditioned on the proposed landscaping scheme being carried out.

A further application, 16/01567/FUL, gained approval for further modifications to the existing (southern) access from the B1257.

Therefore, Stokesley Town Council believe that this application is to provide an additional, new (northern) access to the Golf Course / Range from the A173.

A significant amount of work has already been undertaken on the site including the chopping back and effective removal of a significant length of the existing hedgerow adjacent to the A173 along the northern boundary of the golf course site and the approved landscaping plan for the golf course, the provision of a gate in the pre-existing fencing, the pruning of the hedges forming the western boundary of the golf course site and the hard surfacing of the main length of the access road. The chopping back of the hedge has revealed the wire mesh fencing for which I cannot see that approval has been given.

Therefore, Stokesley Town Council object to this application on the following points:

- Whilst there is a dropped kerb at this location on the A173, there is no access to the golf course at this point as it was protected by both a continuous wire fence and hedging (confirmed from Google Streetview 2020). Therefore, this application would create a new access off the A173. The Design and Access statement of the 2007 planning application in Paragraph 11.1.2 specifically stated 'There are no built structures within the area of the golf course and therefore no requirement for formal roads or paths' and 'There is no requirement for a new vehicular access or additional car parking as a result of the new golf course.'
- The metal mesh fencing now in place has not received prior planning approval, nor is approval for this fencing sought in this application. Similarly, the access gate on the eastern extremity of the northern boundary adjoining the A173 has not received prior planning permission, nor is approval for this sought with the current application.
- The application shows that the height of the hedging along the northern boundary will be reduced from the previously approved 4m to just 0.75m, and it appears to have already been reduced to a lower height. This has an unacceptable impact on the street scene which is only exacerbated by the now exposed metal mesh fencing.
- The provision of a new access road within the bounds of the golf course is contrary to the statement accompanying the 2007 application that 'there is no requirement for formal roads or paths'.

- No clear width dimensions are provided for either the length of the access road or the area of the junction, albeit they may be calculated from scale on the original hard copy plan. Any inability of cars and other (e.g. delivery) vehicles to pass on any length of the access road increases the risk of traffic backing up on the A173.
- The proposal is for this northern access road to be gated, as shown on the drawing accompanying the application, a short distance from the junction. This would provide an unacceptable risk of traffic accessing the golf course / range backing up on to the A173 as and when the gate is closed.
- There is currently a row of hedging along the western boundary of the golf course. This is not shown on the drawings provided with the application and therefore it is unclear if this hedging will be retained should the new road be built (note - some pruning has already taken place). However, if it is assumed that the proposed new access road will run to the east of this line of hedging then there is an implication on the safety of the users of the golf course as it appears from the drawing that there will be no protection between the access road and the golf course. This is considered an unacceptable risk. Some mitigation measures are considered to be necessary, which may involve redesign of some holes on the golf course.
- The proposed surface of road plainings for the main length of access road carries a risk that some of these would be transferred to the A173, causing a risk of loose material on the main road which is subject only to the national speed limit, albeit this is mitigated by the use of tarmac between the gate and the A173.
- Section 11 of the application states that the site is not within an area at risk of flooding. However reference to the latest flood map (<https://flood-map-for-planning.service.gov.uk/>) shows that part of the site of the proposed access road is located in Flood Zone 3, albeit in an area benefitting from flood defences.
- The drawings accompanying the application fail to show the current access road to Villa Farm, The Rakish and the Orchards which is short distance to the west along the A173 from the proposed new access road.

Additionally, the hedgerow planting along the eastern boundary (i.e. adjacent to the flood diversion channel that was both specified in the landscape plan of the 2007 application and which was included as a condition of the approval does not appear to have been undertaken.

20/00249/LBC – 18 West End – Replacement of existing mix of UPVC and damaged wooden windows with new hardwood double glazed sliding sash windows. **RESOLVED** no objections as this will be a positive step to restore the traditional window appearance.

Applications Granted

19/02325/TPO – Springfield House – Works to 7 trees covered by Tree Preservation Order 2004/07.

19/02722/FUL – 1 Brewery Terrace – Construction of 2 storey rear extension.

Applications Refused

19/01091/FUL – Cringle Moor, Thirsk Road – Construction of a detached dwellinghouse and garage.

- b. Planning and Development – **RESOLVED** that the update report circulated by HDC be received. The Clerk would request that the report be in one format going forward.

6/10/03/20 REVIEW OF ACTIONS FROM LAST MEETING

See the attached Appendix 1.

7/10/03/20 FINANCIAL STATEMENTS

1. **RESOLVED** to agree the financial statements for February 2020.
2. **RESOLVED** that the payments made during February 2020 totalling £20050.51 were agreed.

8/10/03/20 MATTERS FOR DISCUSSION

Town Council

1. Strategic Objectives for 2019/20.
 - a. Cobblestones – **RESOLVED** that the Clerk would provide HDC with a progress update regarding the Traffic Regulation Orders.

- b. Parking – **RESOLVED** that the off-street Parking Places Orders report circulated on 5.3.20 be received and approved in principal subject to comments and guidance from Ward Hadaway.
 - c. River Leven Project – **RESOLVED** that the feedback from the River Leven Working Group regarding their meeting to review the two bids submitted be received. Further detail would be provided below the line.
 - d. Developing Stokesley as a Gateway to the North York Moors – no further update.
 - e. Electrical Vehicle Charging Points – **RESOLVED** that Cllrs Ian Blakemore and Chris Johnson would continue to develop a proposal based on advice from HDC and information regarding costs and funding available.
2. Town Council Surgery – Cllrs Griffiths and Robinson hosted the Surgery on 7 March 2020 which was attended by 2 residents who raised the following issues:
- a. Walkway from North Road to College Square has no lighting – Cllr Griffiths was aware of this and confirmed that the ivy is due to be cut back so the light can be repaired, he would continue to chase this with NYCC.
 - b. North Road potholes – Cllr Griffiths had provided an update on the current position.
 - c. North Road Club – what is happening with it – Cllr Griffiths confirmed that HDC are in the process of arranging for it to be tidied up and this would include eliminating the vermin and pigeons.
 - d. Lack of police on patrol and reported fighting on the play park and felt that the camera has not made any difference as there continues to be issues. Advised to report to the police.
 - e. Concerned regarding the lack of water running down the river – update provided regarding the environment agency planned work to improve.
 - f. Speeding concerns along Allen Grove. Advised to report to the Police.
3. Disciplinary and Grievance Policy and Arrangements – **RESOLVED** that the revised document based on advice from YLCA circulated on 5.3.20 be received and agreed.
4. Hedge and Shrub Maintenance Service Level Agreement 2020/21 – **RESOLVED** that the proposed work schedule circulated on 27.2.20 be received and approved with two amendments but that it also includes the specified outcome for each area, i.e. hedge height and width etc.
5. The Paddock – **RESOLVED** that the shrubs be removed and replaced with grass to eliminate the problem with vermin.

6. Christmas Lights – **RESOLVED** that the quotation from Christmas Plus for the installation, dismantling, annual maintenance checks and storage for a 5 year term circulated on 19.2.20 be received and approved. The cost was confirmed as £5113.25 + VAT per annum unless additional light displays were added.
7. Website – **RESOLVED** that the Accessibility Report for Stokesley Town Council website circulated on 5.3.20 was received. It was agreed that this be submitted to the Communications and Events Committee for review and action.
8. ATM Installation at the Town Hall – **RESOLVED** that the Clerk would liaise with Cllr Carey to look at the options available and speak with HDC to seek advice and further information.
9. Climate Action Group – **RESOVLED** to note the updates circulated by the group.
10. Town Wifi – **RESOLVED** that the Usage Report for Q4 2019 circulated on 17.2.20 be received.
11. Coronavirus – **RESOLVED** that we would continue to follow any guidelines issued by the Government. Hand sanitiser was available, and the Clerk had also supplied hand sanitiser to The Globe. Extra cleaning was also taking place on door handles, handrails, tables, toilets etc and hand cleaning notices and advice has been displayed in both the Town Hall and Public Toilets.
12. Press Releases Approval – **RESOLVED** that any articles for inclusion in the next Market Place need to be submitted to Cllr Canavan by the end of the week.

Committees and Working Groups

1. **RESOLVED** that the minutes from the Allotments Committee held on 18 February 2020 be received.
2. **RESOLVED** that the minutes from the Health and Safety Committee held on 25 February 2020 be received.
3. **RESOLVED** that the updates from the from the Communications and Events Committee on the following be received.
 - a. Food Fest 2020 – **RESOLVED** that the Food Fest will take place on Saturday 22 August 2020 and would be a one-day event with food demos taking place in the Town Hall and the Northern Dales Farmers Market (NDFM) co-ordinating the food stalls on the Plain. The theme would be ‘Best of British’
 - b. VE Day Celebrations – no further update.
 - c. River Week – **RESOLVED** that the briefing note and letter received from the River Leven Group be received. Members were concerned that there still did not appear to be an agreed programme of events and that no risk assessments etc have been received. The Clerk was asked to draft a letter to the River Leven Group to advise that we are supportive of the proposals but

that we do have concerns regarding the lack of information. The Clerk was also asked to establish the purpose of the event, i.e. would it all be free or was it to be used a fundraiser?

4. **RESOLVED** that the current Parking Working Group should become a Parking Committee from May 2020. This would enable this committee to undertake the role of checking car parks and cobbles and to take ownership and monitor the traffic regulation orders when they are in place. The Clerk would draft a set of Terms of Reference for this committee for consideration and approval at the May meeting.

North Yorkshire County Council

1. **RESOLVED** that the DfT Funding for Supported Bus Services and DfT Funding for Rural Mobility Fund information circulated on 25.2.20 be received.
2. **RESOLVED** that the Stokesley Town Council agreed response to the consultation on Supported Bus Services Funding circulated on 5.3.20 be formally approved and the Clerk confirmed that the responses had been submitted on 6 March 2020.

Hambleton District Council

1. **RESOLVED** that the Application for a review of a premises licence or club premises certificate under Licensing Act 2003 for the Pack Horse, 47 High Street circulated on 20.2.20 be received. The Clerk would confirm that the Town Council had also received several negative reports which had been passed on to the police.
2. **RESOLVED** that the update following a meeting with the Vibrant Market Towns (VMT) Project Officer be noted. Quarterly meetings have also been arranged for the rest of the year. The Clerk would remind the VMT team that they had agreed to arrange a photo-shoot with the Co-op and HDC on the River Leven to promote the new fencing which was paid for through donations from HDC and the Co-op. The Clerk would also seek further information on the new footfall monitors and when we can expect them to be installed in Stokesley. It was also agreed that the Open Spaces & Footpaths Committee should develop a proposal for the expenditure of the remaining funds available to Stokesley (£15k in total, £3k was spent on the town map so £12k remaining). One suggestion was to improve the signage along the High Street and Riverside. The Clerk would also seek further information regarding the 'shop front improvement programme' and if / when this will apply to Stokesley and what it includes.

3. **RESOLVED** that the meeting notice and agenda for the Stokesley & Villages Community Partnership meeting scheduled to take place on Wednesday 11 March 2020, circulated on 4.3.20 be received. Cllrs Bryn Griffiths, David Oxley and Andy Wake confirmed they would attend.

Police

1. The Police Report had been circulated. PC Jones informed members that there had been 19 incidents reported between 10 February and 6 March 2020. Members did raise their ongoing concerns around inappropriate parking. PC Jones advised them to always report this through the 101 number so that it is logged, but also if an officer was available, they would attend.

YLCA

1. **RESOLVED** that the NALC Chief Executives Bulletins be received.
2. **RESOLVED** that the White Rose Update 10 February 2020 be received. Cllr Canavan would review the policy updates contained within this update to see if any of our current policies need updating or if we need to adopt any.
3. **RESOLVED** that the White Rose Update 21 February 2020 be received.
4. **RESOLVED** that the White Rose Update 28 February 2020 be received.
5. **RESOLVED** that the response regarding Financial Contributions towards the Maintenance of Church Cemetery circulated on 17.2.20 be received.
6. **RESOLVED** that the YLCA Training Programme April 2020 to October 2020 circulated on 2.3.20 be received.
7. **RESOLVED** that the invitation for two representatives to attend Ripon Cathedral for a Service to mark the 75th Anniversary of VE Day on 8 May 2020, circulated on 4.3.20 be received. The Clerk would thank then for the invitation but confirm that we as a Town Council are hosting our own events.

Correspondence/Complaints received

1. **RESOLVED** that the Yorkshire Regiment Newsletter February 2020 circulated on 20.2.20 be received.
2. **RESOLVED** that the information regarding a Probation Bid Opportunity circulated on 25.2.20 be received and that we had confirmed that we would like to be included in the future if possible.

3. **RESOLVED** that the correspondence from a Market Trader circulated on 25.2.20 be received. The Clerk had confirmed that this was subject to monitoring for two months.

Items tabled for information

No items received.

10/11/02/20 EXCLUSION OF THE PRESS AND PUBLIC

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

1. River Leven Project - **RESOLVED** to appoint ECB Design Group as the preferred bidder based on their revised quotes circulated on 7 February 2020. The Clerk would arrange a meeting with ECB and the River Leven Working Group to agree the next steps prior to formally awarding them the project. The Clerk was asked to look for funding opportunities for the project.
2. Annual Town Meeting format – **RESOLVED** that each Committee provide a brief progress update and where possible a photograph that could then be incorporated into a short powerpoint presentation.
3. Cllr Carol Lewis Resignation – **RESOLVED** to receive and accept the resignation letter from Cllr Carol Lewis. Cllr Lewis confirmed that she would stand down at the end of the month as this would enable her to hand over the Allotment portfolio and attend a final meeting of the Open Spaces & Footpaths Committee. Cllr Lewis was thanked by member for all her hard work but in particular the work she has done in turning the Allotments round and introducing Stewards and a formal cleaning routine in the Town Hall.

The meeting closed at 9.40 pm.

Town Council Meeting Actions

Minute No. Date Agreed	Task	Lead Councillor	Responsible Committee	Expected date for completion	Status
8/12/11/19 3.	Town Hall Clock – to arrange repair and if this does not work to look to purchase a new one.	Clerk	Town Council		The fully operated cherry picker would be on site on either Monday 23 2020 to enable our clock repair man to look at the clock and if it is not repairable, he will cover the side that is not working whilst further decisions are made. Ongoing
8/12/11/19 5.	NYCC NY net Fibre Broadband Roll Out – to see if the Town Hall can be included as one of the buildings to receive Fibre Broadband as it houses the Town Wi-fi and is used by a lot of people.	Cllr Griffiths	Town Council		Full Fibre Roll Out cost information circulated on 5.3.20. Agreed that the costs were too high. Closed.
8/14/01/19 Correspondence 5.	West Green Parking – to conduct a survey or residents regarding marking out the parking bays	Clerk	Town Council		Consultation document circulated with a closing date of 6 March 2020. Responses received and analysed which concluded that the parking should remain as is and no bays should be marked. The Clerk

					would produce a letter to inform residents. Closed.
8/11/02/20 TC Surgery	Chat Bench – notice to be displayed with a view to securing a permanent plaque in due course.	Clerk	Town Council		Notice displayed and promoted through website etc. Plaque to be purchased. Ongoing.
8/11/02/20 NYCC	Urban Grass Cutting Payment – to try and establish the contractor costs to NYCC if they were to complete the cuts.	Cllr Bryn Griffiths	Town Council		Ongoing.