

STOKESLEY TOWN COUNCIL

A Meeting was held in the Town Hall, Stokesley, on Tuesday,
The 11 December 2018

Present: Cllrs Stewart Brennan, Mike Canavan, Sean Carey (arrived at 7.30 pm), Bryn Griffiths, Carol Lewis, David Oxley, Caroline Seymour and Andy Wake.

Clerk – Mrs Julie McLuckie, PCSO James Crawford.

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

No public present.

PCSO Crawford presented the police report. A total of 12 incidents had been reported between 11 November 2018 and 11 December 2018. Members thanked PCSO Crawford for the report and the level of detail that was provided and requested that this be the format for future reports.

District Cllr Wake had no additional updates regarding the outstanding enforcement issues but would request an update. Cllr Wake would also speak with the HDC regarding licensing applications and the fact that only responses submitted through the website are shared. There is no apparent legislation that states that all comments should be available but on the grounds of openness and transparency the Town Council feel that it would be best to deal with licensing applications in the same manner as a planning application. **RESOLVED** to note this update and the actions agreed.

County Cllr Griffiths advised members that the initial 2019/20 budget meeting was scheduled to take place next week. This had been delayed due to the lack of budget information from Central Government. One area of concern is regarding the proposed changes to pupil referral expenditure and this is something the Cllr Griffiths was due to meet with the Head of Stokesley School to discuss.

Cllr Griffiths had been made aware that a public right of way on the Acres has been blocked with a fence by Kier Development and he has asked that NYCC to address this. **RESOLVED** to note this update.

1/11/12/18 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.

2/11/12/18 APOLOGIES FOR ABSENCE

Apologies for absence were received Cllr Ian Blakemore, Chris Johnson and Graham Sowerby and District Cllr Stephen Dickins.

3/11/12/18 DECLARATIONS OF INTERESTS IN ITEMS ON THE AGENDA

Cllr Brennan declared an interest in the following Planning Applications – 18/02478/FUL and 18/02477/FUL.

4/11/12/18 MINUTES

RESOLVED that the minutes of the Town Council held on 13 November 2018 be signed as a true record.

5/11/12/18 PLANNING

a. The following Planning Applications were received and reviewed.

Applications Received

18/02312/MRC – Armstrong Richardson and Co Ltd 1 Mount Pleasant Way - Application for variation of Condition No. 20 (operating times) to previously approved application 05/01780/FUL (Revised application for construction of warehouse and ancillary office building with associated car parking, loading areas and landscaping). **RESOLVED** not to comment as this is not in our Parish.

18/02478/FUL -Stokesley School, Station Road– refurbishment of existing OLC block at Stokesley school to include internal alterations to layout to improve access, new internal finishes, new external cladding, roofing, curtain walling, windows and door & new mechanical and electrical installations. **RESOLVED** no objections.

18/01571/FUL – Riverside Nurseries – conversion of redundant stable block to dwelling with associated parking. **RESOLVED** that despite the plans having been amended to locate the bedrooms upstairs that our original objections remain.

18/02477/FUL – Stokesley School, Station Road – Refurbishment of existing sports hall at Stokesley School. **RESOLVED** no objection subject to HDC Planning approval of the colour selected for the cladding.

Applications Granted

18/01900/FUL – 20 West Green – Removal of existing brick wall and gate post and replace with wrought iron railings.

- b. Planning, Development and Enforcement Issues – the Clerk had requested an update report from HDC on all the outstanding issue but unfortunately due to the departure of the current Enforcement Office this was unavailable. **RESOLVED** that Cllr Wake would request an update on the current staffing situation and when we can expect to receive an update.
- c. Millies Paddock – the responses from HDC received on 3.12.18 and 5.12.18 was noted. **RESOLVED** to move to stage two of the complaints procedure and copy the correspondence to the HDC Chief Executive.

6/11/12/18 REVIEW OF ACTIONS FROM LAST MEETING

See the attached Appendix 1.

7/11/12/18 FINANCIAL STATEMENTS

1. **RESOLVED** that the financial statements for November 2018 be agreed.
2. **RESOLVED** that the payments made during November 2018 totalling £9977.41 be agreed.
3. The budget for 2018/19 was reviewed based on the current position and forecasted end of year position. The Finance Committee had drafted a proposed budget for 2019/20 based on this review and information provided by each of the Committees. **RESOLVED** to agree the draft budget for 2019/20 as circulated subject to confirmation of the breakdown of expenditure allocated to the Community Infrastructure Levy payments and what funds are still available. To confirm the quote to install a Christmas Light Display on the roundabout.

4. The Finance Committee met on 3 December 2018 and have recommended that the Precept for 2019/20 be increased by £5k. This decision was based on the assumption that there would be a small increase in the number of contributing households for this financial year because of the new properties sold. This would mean the current Town Council element of the precept would remain the same as the current year for the residents of Stokesley. **RESOLVED** to increase the precept by £5k this would take the annual precept from £123k to £128k for the financial year. This increase would be split to £108k to the Town Council which equates to an increase of £2k on the previous year and £20k to the Library which is an increase in £3k on the previous year and this is to cover the staffing of the additional opening hours which were agreed part way through the financial year.

8/11/12/18 MATTERS FOR DISCUSSION

Town Council

1. Strategic Objectives for 2018/19 – progress review: -
 - a. Cobbles – no further update.
 - b. Parking – no further update.
 - c. Community Infrastructure Levy (CIL) and Infrastructure Development – **RESOLVED** that members submit any proposals for CIL funding from the central pot managed by HDC to the Clerk prior to the next meeting.
 - d. Public Toilets – a revised quote has been received. **RESOLVED** to commence the work in the New Year with the aim to complete it fully this financial year. This scheme would be funded from CIL money. **Noted.**
2. Town Council Surgery – the surgery held on 1 December 2018 was hosted by Cllrs Johnson and Sowerby. One resident attended and asked a question regarding Town Hall hire charges which the Clerk is dealing with. **Noted.**
3. Press Release Approval – none received.
4. Christmas Late Night Event Feedback – Cllr Brennan confirmed that despite the weather the event had been very well attended and received. Over 100 children visited Father Christmas, families enjoyed completing the treasure trail the two stall holders confirmed it had been worthwhile and the shops reported an increase in revenue. The date is in the diary for next year and it will take place on Thursday 28 November 2019 and it was agreed to see if ‘Crash Bang Wallop’ would be interested in hosting activities in the Town Hall on that evening. A full review and forward plan for next year would be on the Agenda for the Communications and Events Committee. **RESOLVED** to donate the £120 raised to charity, the £30 raised from the stall holders would be donated to Woodhouse Rose for supplying and transporting the Shepherds Hut.

5. Treasure Trails – Cllr Brennan had discussed the proposal of Town Treasure Trail with the HDC Vibrant Markets Officer who had agreed that it was a good idea. Cllr Brennan was liaising with a firm who has experience in this area to ascertain what is involved. **RESOLVED** that the Communications and Events Committee would progress this initiative and report back in due course.
6. Stokesley Town Map – Cllr Brennan had met with Catch Design and HDC Vibrant Markets Officer to review the proposed Town Map. **RESOLVED** to print the map this year with a note offering the businesses promotion opportunities in future years. The cost to design and print the map this year would be £2k. An application to cover these costs would be submitted to the HDC ‘Making a Difference’ fund and the Vibrant Markets Officer would also see if any funds were available from the Vibrant Market Town pot. The aim would be that in future years the annual map revision and printing costs would be covered by the sponsorship from Local Businesses.

Committees and Working Groups

1. **RESOLVED** that the minutes from the Finance Committee held on 3 December 2018 be agreed.
2. **RESOLVED** to note the feedback from the meeting with the HDC Vibrant Market Officers which took place on 21 November 2018.

North Yorkshire County Council

None received.

Hambleton District Council

1. The proposed ‘Welcome Pack’ for new businesses opening on the High Street circulated on 20.11.18 was received. **RESOLVED** that members review the initial draft and feedback any comments.

Police

1. Report distributed at the meeting.

YLCA

1. **RESOLVED** that the response from YLCA regarding the membership fee query circulated on 15.11.18 be received.
2. **RESOLVED** that the Example Security Incident Policy circulated on 20.11.18 be re-circulated.
3. **RESOLVED** that the White Rose Update November 2018 circulated on 21.11.18 be received.
4. **RESOLVED** that the NALC Chief Executives Bulletin circulated on 3.12.18 be received.

Correspondence/Complaints received

1. The correspondence regarding Stokesley Clockmakers circulated on 4.12.18 was received. **RESOLVED** to offer the additional payment of £50 to cover the cost of the books as a gesture of goodwill.

Items tabled for information

No items received.

The meeting closed at 8.45 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. The Clerk continues to chase for response. It was agreed to carry out temporary repairs to areas identified with a view to repairs taking place when the cobble refurbishment programme is agreed. 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		Agreed to purchase the camera subject to a response to the questions raised by Cllr Canavan. Ongoing.

12/08/05/18 1.d. 8/11/09/18 1.d.	Public Toilets – to circulated tender documents for quotes.	Cllr Brennan / Cllr Lewis and Clerk	Town Council		Work due to commence in the New Year. Cllr Oxley has agreed to act as Project Manager. 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		Cllr Griffiths has commenced communication regarding this and would be the subject of further discussions at the next meeting of the Parking Working Group. Ongoing.
8/12/06/18 1.d.	S106 Funds – to review the current list and resubmit to HDC	Clerk	Town Council	9/10/18	Ongoing.
9/14/08/18 9.	Community Infrastructure Levy (CIL) Charging Structure – to ask HDC why we had not received the 5% surcharge imposed on the building company for late payment as this is part of the receipt and should be paid to us.	Clerk	Town Council	11/09/18	Question raised with HDC – awaiting a response. Ongoing.
5/13/11/18 c.	Millies Paddock – to submit a formal complaint to HDC regarding the enforcement issue.	Clerk	Town Council	11/12/18	Complaint issues and response received circulated on 5.12.18. The Clerk to move to the next stage of the Complaints Procedure and also copy any correspondence to the Council Chief Executive. Ongoing.

8/13/11/18 10.	Street Trading Licence – concerns to be expressed to HDC regarding the lack of transparency regarding licencing applications including on-line.	Clerk	Town Council	11/12/18	Concerns reported and responses received and circulated. Closed.
8/11/12/18 YLCA 2.	Example Security Incident Policy – to be recirculated	Clerk	Town Council	8/1/19	Re-circulated as requested. Ongoing.