

STOKESLEY TOWN COUNCIL

A Meeting was held in the Town Hall, Stokesley, on Tuesday,
The 13 February 2018

Present: Cllrs Stewart Brennan, Mike Canavan, Sean Carey, Bryn Griffiths, Chris Johnson, Carol Lewis and Caroline Seymour.
Clerk – Mrs Julie McLuckie.
PCSO James Crawford, D&S Reporter - Mr Keith Turland and four residents.

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

PCSO Crawford presented the Police Report. There had been a total of 19 incidents reported between 8 January and 11 February 2018. Members were advised that the CCTV camera has been installed on Silver Street and this has already had a positive impact. Members raised the issue of inappropriate parking on the junction of Fairfield Road and North Road. It was agreed that the Clerk would send over the photographs and the Police would investigate carrying out enforcement and speak to the vehicle owners to try and resolve the problem. **Noted.**

The new owners and manager of Chapters Hotel introduced themselves and detailed some of their plans for the Hotel, which included refurbishment. They are keen to work with the local community and would welcome any discussions on activities taking place and how they could be involved. **Noted.**

A resident from Fairfield Road was in attendance as a representative for the residents who are concerned about the inappropriate parking that is taking place on the junction of Fairfield Road and North Road. The Town Council confirmed their support of the residents to request yellow lines to be installed and would write to Highways to confirm this. The Clerk would also liaise with the

Police to see if they can speak to the vehicle owners who are parking inappropriately and where possible carry out enforcement. Residents were advised to keep a log of vehicles parking with dates and times as this would assist with evidencing the problem. **Agreed.**

County Cllr Bryn Griffiths advised Members that the County Council meeting would take place on Wednesday 21 February 2018 to agree the Council Tax for 2018/19. **Noted.**

CIL Funding – Cllr Wake had met with HDC regarding the CIL funding and had been advised that no additional funds would be allocated to Stokesley. Members were keen to understand the process on allocating funds and who is consulted. The Clerk would seek further information. **Noted.**

1/13/02/18 NOTICE OF MEETING

The notice convening the meeting was taken as read.

2/13/02/18 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs Ian Blakemore, Alex Chisholm, Graham Sowerby and Andy Wake and District Cllr Stephen Dickins.

3/13/02/18 DECLARATIONS OF INTERESTS IN ITEMS ON THE AGENDA

Cllr Brennan declared an interest in the grant application to be reviewed under correspondence. **Noted.**

4/13/02/18 MINUTES

The minutes of the Town Council meetings held on 9 January 2018 were agreed and signed as a true record.

5/13/02/18 PLANNING

a. The following Planning Applications were received and reviewed.

Applications Received

17/02670/ADV - Co-op - 44 High Street – advertisement consent for replacement branding to convenience store. **Object to the illuminated hanging sign as it goes against the HDC policy for signs in a conservation area.**

17/02603/FUL - Helmsley House, 1 Levenside Place – replacement windows and doors. **Requested diagrams for the replacement windows prior to been able to comment.**

18/00126/FUL - 56 Tameside – single storey side extension to dwellinghouse. **No objection.**

17/02597/ADV - Kier Living Ltd, The Acres Estate Land at Tanton Road - Advertisement consent to display 2no non-illuminated advertisement board and 4 flagpoles. **No objection subject to the standard time restriction for this type of development and subject to Highways approval.**

17/02542/LBC 17/02541/ADV - Natural Heat 69-71 High Street - Fascia sign to replace existing. **No objection.**

Applications Granted

17/02407/FUL – 7 Station Road – 2 storey extension to the side and rear and detached double garage.

17/02461/FUL – 42 Station Road – Rear single storey extension.

17/01173/FUL – Ground Floor, 18 Levenside – Alterations and change of use from garage / store to ground floor flat.

17/02385/CAT – 1 Levenside – Works to tree in a conservation area.

17/02552/FUL - 35 West End – alterations to the existing vehicular access to the property including new gates, fence, piers, hard surfacing etc

b. Planning and Development Issues.

Tanton Fields Development – A meeting had taken place between residents, the Town Council and Rishi Sunak MP on Friday 9 February 2018. Notes of the meeting had been circulated but the key points were the flooding, the height of the embankment, ownership of the strip of land between resident's fence and the barbed wire, the general operating practices and communications, concern over transparency of use of CIL money and concern over the control and enforcement during the building phase. Rishi Sunak MP agreed to take up all of these issues with the relevant parties. He also agreed to speak to the Environment Agency regarding updating their maps. **Noted.**

Millies Paddock – Cllr Wake would request a progress update. **Noted.**

77 Riverslea – rear gates – Cllr Wake would request a progress update. **Noted.**

Pizza Shop, College Square – new signs – the Clerk would report the new signs to the Enforcement Officer as they are not in keeping with the Conservation area. The Clerk would also report the rubbish left outside the shop. **Agreed.**

2A High Street – Cllr Wake would request a progress update. **Agreed.**

6/13/02/18 REVIEW OF ACTIONS FROM LAST MEETING

See the attached Appendix 1.

7/13/02/18 FINANCIAL STATEMENTS

1. The financial statements for January 2018 were agreed and had been checked and signed by Cllrs Sowerby and Wake. **Agreed.**
2. The payments made during January 2018 totalling £16572.74 were agreed. **Agreed.**
3. Banking Arrangements following the announced closure of Barclays Branch in Stokesley – the Clerk would arrange a meeting with the Santander Regional Branch Manager to seek assurances that they would remain in Stokesley and to see what was required to transfer the account to them. **Agreed.**

9/09/01/18 MATTERS FOR DISCUSSION

Town Council

1. Strategic Objectives for 2017/18 – progress review:
 - a. Cobbles – No further update. **Noted.**
 - b. Parking – A meeting with NYCC was scheduled to take place on Thursday 22 February 2018 to discuss Traffic Regulation Orders (TRO) as well as sign requirements along with advice on closing the road in front of the Town Hall on Farmers Market days. Cllr Canavan had met with a traffic enforcement company and had circulated notes from that meeting. Cllr Canavan confirmed that the agreement would need to be in the name of the Town Council and not Manorial Lands Trust. He also advised that there were currently insufficient disabled parking bays and insufficient signs. Having a TRO would also make enforcement easier but was not required it would just mean that any none payments would be dealt with as a civil matter. Members were also asked to consider the installation of electrical charging points which may be grant funded and also may raise some revenue. **Noted.**

- c. Trees – it was agreed that the work quoted for on the Riverslea / Riversdene Estate should go ahead. **Agreed.** The Clerk would also request that the trees on the West Green be trimmed at the base. **Agreed.** Cllr Brennan asked if the contract to look at the trees on the Acres opposite Preston Lane as they appear not to have been cut. **Noted.** Cllr Canavan requested that the contractor be provided with a sign to state that he is carrying out work on behalf of the Town Council and that the schedule of work be advertised on the website. **Agreed.** It was agreed that the Open Spaces & Footpaths Committee would produce a three-year programme of work for the tree and hedges. **Agreed.** It was also noted that as part of a previous application Chapters Hotel had removed a tree from the rear of their property and part of the planning approval was that they were to re-plant a suitable tree. To date this has not taken place and the Clerk was asked to raise this with HDC Planning Enforcement. **Agreed.**
 - d. Local Council Award Scheme – we had received a response from YLCA with several actions to be undertaken. Cllr Canavan had commenced reviewing the recommendations and would liaise with the Clerk in due course. **Noted.**
 - e. Public Conveniences – two roofing quotes had been received and a third was due following an inspection the previous week. It was agreed that unless the third quote was cheaper that we would go ahead with the work from the company who currently had provided the cheapest quote. **Agreed.** Cllr Brennan and Lewis would summarise the information received from the surveyors regarding the interior refurbishment and report back. **Noted.**
 - f. Events – It was agreed to host a litter picking event again this year as part of the ‘Big Spring Clean’ campaign. This would take place on Sunday 4 March 2018. The Clerk would promote the event and obtain additional equipment for use by volunteers. **Agreed.**
2. Town Council Surgery – was hosted by Cllr Blakemore and Canavan and the notes had been circulated. Seven residents attended and raised the following concerns:-
- a. Parking on the grassed area between the roadway and footpath on Springfield – request for bollards to be extended. Request submitted to NYCC for consideration. **Noted.**
 - b. Barclays Bank Closure – concerned about the impact. **Noted.**
 - c. Riversdene Shrub at end of property – the resident was wanting to replace the garden fence but would like to continue to maintain this hedge as it has a lot of birds nesting in it. Requested to submit a plan of the proposal. **Noted.**
 - d. Gladman Development – new to the area and concerned about this proposed development. Clerk to send a Welcome Pack. **Noted.**
 - e. Potholes on North Road – reported to NYCC. **Noted.**

- f. Insufficient Police – will confirm the response from the Chief Constable regarding new staff. **Noted.**
- g. Anti-social behaviour in the Play Park – **Noted.**
- h. Pack Horse Bridge – blocked with bins – the Clerk had requested their removal with seven days and it not the bin company would be contacted to remove them from Manorial Land. **Noted.**
- i. Tanton Fields Development – update provided. **Noted.**

These questions have been forwarded to HDC for response.

- 3. Town Council Chairman’s Chain – the Clerk would request an additional drawing to show how the logo would sit on the new design. **Agreed.**
- 4. Data Protection Officer – following receipt of advice from the Local Council Public Advisory Service the Clerk was asked to clarify whether she could be the nominated officer or not with the Information Commissioners Office (ICO). **Agreed.**
- 5. Stokesley & Villages Community Plan – a revised plan was due to be issued which the Clerk would forward upon receipt. **Noted.**
- 6. Centenary Anniversary of the end of WW1 – the Stokesley Society were going to host a display in the Town Hall. The Clerk would send them a Grant Application form for them to complete to support this event. **Agreed.**
- 7. Bank Closures – It was agreed to remain with Barclays Bank until the Clerk had received further information from Santander. **Agreed.**
- 8. Press Releases Approval – There were no press releases for approval. **Noted.**

Committees and Working Groups

- 1. The minutes from the Open Spaces & Footpaths Committee held on 22 January 2018 were received. **Noted.**
 - a. The proposed work in the Play Areas to commence in April to improve the footpaths and reduce the sand in the play areas at an agreed cost of £2250 was agreed. **Agreed.**
 - b. The purchase of 4 lockable bollards to footpath areas as recommended by Cllr Canavan on the Riverslea / Riversdene Estate was agreed. **Agreed.**
 - c. A quote had been received to refurbish the remaining seven benches situated in and around College Square at a cost of £3847. The recommendation of the Open Spaces & Footpaths Committee to go ahead with this work in the new financial year was agreed. **Agreed.**
- 2. The minutes from the Health & Safety Committee held on 29 January 2018 were received. **Noted.**

North Yorkshire County Council

1. The response from Area 2 regarding College Square being considered as part the highway network circulated on 23.1.18 was received. **Noted.**

Hambleton District Council

1. The HDC response regarding the proposed CCTV camera on Silver Street circulated on 15.1.18 was received. **Noted.**
2. The correspondence regarding the Stokesley WiFi Change of business name circulated on 15.1.18 was received. **Noted.**
3. The Appeal notification for the proposed Gladman Development for 110 dwellings (Application Ref: 17/01477/OUT) circulated on 29.1.18 was received. The Clerk would circulate a proposed response to be submitted to the Inspector by 22 February 2018. **Agreed.**
4. The acknowledgement of receipt of the completed nomination form for the Allotment site to be added to the 'Register of Assets of Community Value' circulated on 31.1.18 was received. **Noted.**
5. The correspondence regarding the Keep Britain Tidy's 'Big Spring Clean' scheduled to take place between 2 and 4 March 2018 circulated on 2.2.18 was received. It was agreed to host a 'litter picking' event on Sunday 4 March 2018 – the Clerk would advertise the event and Cllr Brennan agreed to co-ordinate. **Agreed.**

Police

The Police Report had been circulated. **Noted.**

YLCA

1. The NALC Chief Executive's Bulletin's 1, 2, 3, 4 and 5 circulated on 9.1.18, 18.1.18, 22.1.18, 30.1.18 and 5.2.18 were received. **Noted.**
2. The Review of Park Homes Legislation circulated on 9.1.18 was received. **Noted.**
3. The information on Dementia Friendly Councils circulated on 18.1.18 was received. **Noted.**
4. The Hambleton Branch Meeting Agenda circulated on 17.1.18 was received. **Noted.**
5. The Planning Seminars Programme circulated on 12.1.18 was received. **Noted.**

Correspondence/Complaints received

1. The correspondence from the Hambleton Safety Advisory Group regarding any future events that require road closures circulated on 23.1.18 was received. **Noted.**
2. The response from Rishi Sunak MP regarding the Tanton Road Development circulated on 12.1.18 was received. **Noted.**
3. The information from the Local Council Public Advisory Service regarding staff members as Data Protection Officers circulated on 15.1.18 was received. The Clerk would contact the Information Commissioners Office to obtain a definitive answer on whether the Clerk can or cannot be the designated Data Protection Officer. **Agreed.**
4. The response from the Environment Agency regarding the Flood Diversion Channel in Stokesley circulated on 16.1.18 was received. **Noted.**
5. The correspondence from an allotment holder regarding allotment rents circulated on 30.1.18 was received. The Clerk would respond to the allotment holder advising them of the reasons for introducing the one rate but offering the option for next year to pay in two halves. **Agreed.**
6. The e-mail from a resident who lives on North Road concerning the ongoing problems with inconsiderate parking circulated on 30.1.18 was received. The Clerk would write to Highways offering support for the introduction of yellow lines at this junction. The Police had also been asked to look at enforcement of inappropriate parking. **Agreed.**
7. The request from SPIOTA to remove the grass from the Tameside roundabout and replace with gravel and pots circulated on 30.1.18 was received. The Clerk would confirm agreement from the Town Council. **Agreed.**
8. The e-mail from a resident who lives on Fairfield Road regarding inconsiderate parking on the junction of Fairfield Road and North Road circulated on 5.2.18 was received. Agreed as point 6. **Agreed.**
9. The e-mail from a resident who lives on Leven Wynd regarding parking on white lined area circulated on 6.2.18 was received. The Clerk would confirm that we would arrange for the white lines to be re-marked when we carry out the re-marking in College Square. In the interim the Clerk was asked to purchase some stickers to place on vehicles who park inappropriately. **Agreed.**
Cllr Brennan declared an interest and vacated the room whilst member considered the grant application form.
10. The grant application form from 1st Stokesley Scouts Jamboree circulated on 7.2.18 was received. It was agreed to award £500 from S137 funds. **Agreed.**

11. The response from the Chief Constable of North Yorkshire regarding the staffing levels in Stokesley circulated on 8.2.18 was received. The Clerk would write to say that we hoped that the new recruits would remain in Stokesley for some time to enable them to get to know the area and the demographics. **Agreed.**
12. Review of any Complaints received. **Noted.**

Items tabled for information

No items received.

The meeting closed at 9.45 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.
8/09/06/15 8. 8/14/07/15 7. 11/08/15	High Street Wi-Fi - The Clerk had met with the HDC representative who was discussing the comments from our solicitor with the service provider and would feedback once this was complete	Clerk	Communications / Events Working Group		Equipment installed and working. Promotion commenced. Ongoing.
8/14/07/15 21. 11/8/15 11/10/16	Assets of Community Value – To consider if we have any assets of community value.	Cllr Blakemore	Town Council		The Allotments are now registered as an Asset of Community Value. Closed.
8/08/11/16	Skate Ramps – to arrange a meeting with the resident to discuss in more detail.	Clerk	Open Spaces		Need to carry out consultation prior to progressing further. 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.
9/14/11/17 4.	Riverslea / Riversdene Estate Lease with HDC – to contact HDC and propose renewing the	Clerk	Town Council		Response received from the HDC Legal Team confirming agreement of our proposed terms apart from requesting

	lease for a period of 20 years and an agreed cost of £1500 per annum to be RPI index linked.				that it be linked to CPI rather than RPI? Ongoing.
9/12/12/17 6.	Greenbelt – to request that HDC include a greenbelt or appropriate alternative to the Northern border within the new Local Development Framework.	Clerk	Town Council		Response received and circulated on 15.1.18. Agreed that this was not viable to pursue. Closed.
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		E-mail sent on 10.1.18. Meeting took place on 16.2.18, note of the meeting circulated on 20.2.18. Ongoing.