

STOKESLEY TOWN COUNCIL

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

Present: Cllrs Stewart Brennan, Mike Canavan, Sean Carey, Bryn Griffiths, Chris Johnson, Carol Lewis and Graham Sowerby. Cllr Andy Wake joined the meeting at 8.30 pm.
Clerk – Mrs Julie McLuckie.

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

County Cllr Bryn Griffiths informed members that NYCC were to receive additional funds from the Government towards installing fibre broadband to public sector sites. **Noted.** Cllr Griffiths advised members that the NYCC Scrutiny Committee are reviewing the issue of bank closures in Market Towns to see if what can be done to tackle this every growing concern. **Noted.**

1/13/03/18 NOTICE OF MEETING

The notice convening the meeting was taken as read.

2/13/03/18 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs Ian Blakemore, Alex Chisholm, and Caroline Seymour and District Cllr Stephen Dickins.

3/13/03/18 DECLARATIONS OF INTERESTS IN ITEMS ON THE AGENDA

None declared.

4/13/03/18 MINUTES

The minutes of the Town Council meetings held on 13 February 2018 were agreed and signed as a true record.

5/13/03/18 PLANNING

a. The following Planning Applications were received and reviewed.

Applications Received

18/00249/FUL – 8 Peacocks Close – Two storey extension to rear of house. **No objections.**

17/02562/FUL - 21 College Square – replacement of 3 no box sash windows on front elevation of dwelling house. **This property is in the conservation area and it is not clear from the details provided whether these replacement units meet the conservation area requirements?**

18/00344/FUL – 6 College Square – Extension to dwellinghouse. **No indication provided on how the increased size and height of the proposed development will impact the amenity of neighbouring properties, particularly with respect to no. 7A given the narrow alley.**

18/00182/FUL – Tanton Bridge – Construction of a replacement garage and utility building attached to dwelling and a detached garage and home office. **No objections but the following observations were raised. The application states trees 007 & 008 will be removed, but not shown on the plans provided. No indication of size of garage / home office compared with boundary wall provided. Would like to see a condition added that the garage / home office is not to be used as a separate dwelling.**

Applications Granted

17/02616/FUL – Applegarth House, Manor Close – Extensions to rear, side and front of dwellinghouse and conversion and extension of detached garage to form linked accommodation and alterations to roof to form 2nd floor accommodation with 2 no conservation roof lights and dormer windows.

17/01570/FUL - 21 Levenside – conversion and extension of existing barns and outbuildings to form a single dwelling.

b. Planning and Development Issues.

Tanton Fields Development – Kier have booked a meeting room in the Town Hall for 21 March 2018 – no further information received to date. Cllr Wake would speak to the Site Manager to raise the issue of mud on the roads again and wagons turning

left towards Tanton Bridge instead of right. **Noted. Millies Paddock** – Cllr Wake had requested a progress update and was awaiting a response. **Noted.**

77 Riverslea – rear gates – the HDC Enforcement Officer was due to visit the site following confirmation from the residents that they have lowered the height of the gates. He would then report back. **Noted.**

Pizza Shop, College Square – new signs – the Clerk had reported the new signs to the Enforcement Officer as they are not in keeping with the Conservation area. The rubbish left outside the shop had been removed. **Noted.**

Coral Betting Shop – Cllr Canavan reported the window above the shop had a boarded-up pane of glass and asked that this be repaired. **Agreed.**

Community Infrastructure Levy (CIL) – the Clerk had circulated a draft letter to be sent to HDC Chief Executive seeking clarification about CIL funding allocation and the process. The letter was agreed subject to one amendment. **Agreed.**

6/13/03/18 REVIEW OF ACTIONS FROM LAST MEETING

See the attached Appendix 1.

7/13/03/18 FINANCIAL STATEMENTS

1. The financial statements for February 2018 were agreed and had been checked and signed by Cllrs Lewis and Sowerby. **Agreed.**
2. The payments made during February 2018 totalling £13187.78 were agreed. **Agreed.**

8/13/03/18 MATTERS FOR DISCUSSION

Town Council

1. Strategic Objectives for 2017/18 – progress review:
 - a. Cobbles – The Clerk was asked to arrange the meeting with the Corporate Facilities Manager from HDC to review the areas or work and to ask him to provide the percentage HDC receive from the Enforcement and what this equates to in monetary terms. **Agreed.**

- b. Parking – it was agreed to go ahead with the white lining in College Square and other areas identified along the High Street on Manorial Land. The Clerk was asked to confirm that this was acceptable with the Conservation Officer. Cllr Canavan agreed to look at options regarding the installation of vehicle electric points along the High Street. **Agreed.**
 - c. Trees – the work on Riverslea / Riversdene Estate is well underway and should be completed in the next couple of weeks. The Open Spaces & Footpaths Committee has also overseen several other areas of work and is in the process of developing a forward maintenance programme. **Noted.**
 - d. Local Council Award Scheme – Cllr Canavan had circulated a review of the recommendations received from YLCA. The Clerk would now action the areas highlighted and where necessary seek further guidance from YLCA. **Noted.**
 - e. Public Conveniences – As agreed Solletts have been appointed to carry out the roof repairs and will be doing so once the weather improves. The architects have provided the specification that can now be used to go out to tender. **Noted.**
 - f. Events – Due to the adverse weather the litter picking event schedule to support the ‘Big Spring Clean’ campaign had been postponed and would now take place on Sunday 18 March 2018. **Noted.**
2. The Strategic Objectives for 2018/19 were agreed as follows:
- a. Cobbles.
 - b. Parking.
 - c. CIL and Infrastructure Development.
 - d. Public Toilets.
- The Clerk would draft detailed objectives against each header for consideration and approval at the next meeting. **Agreed.**
3. Town Council Surgery – was hosted by Cllr Griffiths and Lewis and the notes had been circulated. Two residents had attended and raised the following concerns: -
- a. Kier Development concerns and information requested on how to oppose the proposed Gladman Development. **Advice provided.**
 - b. Request for a Welcome Pack – forwarded by e-mail. **Noted.**
4. Data Protection Officer – following receipt of the Toolkit from YLCA and subsequent Audit documents it was agreed that a Working Group should be established to ensure we are compliant. It was agreed that the Working Group should include Cllrs Blakemore, Canavan and Griffiths. **Agreed.**
5. Vibrant Market Towns – thanks were given to Cllr Blakemore for the comprehensive response he had collated, and it was agreed that this should be submitted as the formal response from Stokesley Town Council. Members were concerned that

they had not been consulted prior to the document going to cabinet for approval and pointed out that there were several incorrect statements within it. **Noted.**

6. CCTV Policy – the revised CCTV Policy circulated on 8.3.18 was agreed. **Agreed.**
7. CCTV – HDC had advised that they would be able to supply and monitor a CCTV camera in the Play Park if the Town Council paid for the installation and maintenance. The Clerk is still waiting for the final costs for this from HDC and will circulate upon receipt. **Noted.**
8. Press Releases Approval – There were no press releases for approval. **Noted.**

Committees and Working Groups

1. The minutes from the Allotments Committee held on 19 February 2018 were received. **Agreed.** Cllr Lewis confirmed that Mark Addison had agreed to become the Allotments Representative on the Committee and that the hedge had now been cut. **Noted.**
2. The minutes from the Communications & Events Committee held on 20 February 2018 were received. **Agreed.** The website was currently being reviewed by members of this Committee with a view to going live on 1 April 2018. Cllr Canavan suggested asking the Photo Club if they would be able to provide some photographs of Stokesley for the new site – the Clerk would discuss this with them. Cllr Canavan had drafted the newsletter for the Market Place magazine which was agreed. Food Week would take place between 30 September and 6 October 2018 and a programme of events was currently being developed. This would include the launch event on the Sunday, Wine Tasting and an event on the Friday evening. **Noted.**
3. The feedback from the Parking Working Group meeting with NYCC held on 22 February 2018 were received. **Noted.**
4. The minutes from the Employment Committee held on 8 March 2018 were received. **Agreed.** Members agreed the recommendation from the Employment Committee to approve the increase in opening hours for 'The Globe' to 26.5 hours per week but stressed that the amount of overtime must now be kept a minimum to ensure we remain within budget. **Agreed.**

North Yorkshire County Council

1. The response from Area 2 regarding the request for yellow lines to be installed at the Fairfield / North Road junction circulated on 27.2.18 was received. The Clerk would request an update from the Police on the enforcement within this area. **Noted.**
2. The feedback from Area 2 regarding the installation of bollards at Springfield circulated on 19.2.18 was received. **Noted.**

3. The response regarding construction lorries on the B1365 circulated on 7.3.18 was received. Cllr Wake would report the ongoing concerns to the Site Manager and request that the Access Plan be amended to state that all vehicles must turn right. **Noted.**

Hambleton District Council

1. The HDC press release 'Making a Difference Fund' circulated on 9.2.18 was received. The Clerk would submit a bid to cover the costs for a Consultant's Report for the Levenside Scheme. **Agreed.**
2. The Street Trading Application from the Licensing Team for a mobile catering unit on the Stokesley Business Park circulated on 12.2.18 was received. Members were opposed to this proposal as it would cause traffic congestion problems. **Agreed.**
3. The confirmation that the Allotments Site has been added to the 'Register of Assets of Community Value' circulated on 23.2.18 was received. **Noted.**
4. The response from Rishi Sunak MP Re: Tanton Road Development circulated on 27.2.18 was received. **Noted.**
5. The response regarding the Riverslea / Riversdene agreement circulated on 12.2.18 was received and it was agreed that this could be indexed linked to CPI rather than RPI as requested. **Agreed.**
6. The response about parking during Food Week circulated on 7.3.18 was received. **Noted.**
7. The Planning Appeal Hearing Notice for the proposed Gladman Development on OS Field 9664, Stokesley circulated on 7.3.18 was received. It was agreed to continue to try to secure at least one day for the hearing to be held in Stokesley. **Agreed.**

Police

The Police Report had been circulated. A total of sixteen incidents have been reported between 11 February 2018 and 12 March 2018. **Noted.** Cllr Wake agreed to arrange a meeting with local officers to discuss a number of ongoing concerns. **Agreed.**

YLCA

1. The NALC Chief Executive's Bulletin's 6, 7, 8 and 9 circulated on 5.3.18 and 6.3.18 was received. **Noted.**
2. The DEFRA consultation on proposals to tackle crime and poor performance in the waste sector - circulated on 20.2.18 was received. **Noted.**
3. The information on Planning Seminars circulated on 27.2.18 was received. **Noted.**

4. The General Data Protection Regulation (GDPR) Toolkit for Local Councils and Parish Meetings circulated on 1.3.18 was received. **Noted.**

Correspondence/Complaints received

1. The correspondence from Churches Together Re Christmas Tree Lights on West Green circulated on 6.3.18 was received. The Clerk would arrange a meeting to discuss the Christmas Tree as soon as possible. The Clerk was authorised to agree an appropriate way forward at that meeting. **Agreed.**
2. The correspondence regarding the Church Ford circulated on 6.3.18 was received. The Clerk confirmed that she had reported the concerns to both NYCC and HDC. The Clerk was also asked to ensure that the plaque is reinstated on the property at 1 Levenside. **Noted.**
3. Review of any Complaints received. All complaints had been reviewed and actioned. **Noted.**

Items tabled for information

No items received.

The meeting closed at 9.15 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 lease for a period of 20 years	Clerk	Town Council		Response received from the HDC Legal Team confirming agreement of our proposed terms apart from requesting that it be linked to CPI rather than RPI?

	and an agreed cost of £1500 per annum to be RPI index linked.				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.