

STOKESLEY TOWN COUNCIL

A Zoom Meeting was held on Tuesday 13 October 2020

Present: Cllrs Mike Canavan, Sean Carey, Bryn Griffiths, Christopher Johnson, Nigel Johnson, Katriina Makinen, David Oxley, Karen Robinson and Graham Sowerby.

Clerk – Mrs Julie McLuckie. D&S Reporter.

Due to the current COVID 19 restraints members of the public were encouraged to submit any questions in writing to the Town Clerk via e-mail – contact@stokesleytowncouncil.gov.uk They were also advised that if they wished to participate in the meeting that they should notify the Clerk by e-mail in advance and a 'Zoom' meeting invitation would be provided. The Clerk confirmed that no questions had been received in writing and that the only Zoom meeting request was from the D&S Reporter.

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

County Cllr Griffiths confirmed that North Road would be resurfaced as part of the 2021 / 22 capital programme and that the work would take place in three stages. The ongoing standing water issue on Station Road was going to be subject to a full survey prior to approving the work to take place in 2021 / 22. Meadowfield Estate would also be resurfaced in 2021 / 22. Tanton Road resurfacing work which was recently completed still needs to have a top dressing which will not happen until Spring next year.

Cllr Canavan asked if there were any proposals to resurface Station Road – Cllr Griffiths would confirm this with Cllr Moorhouse as it falls under her jurisdiction.

Cllr Griffiths confirmed that the Secretary of State had confirmed that he would like to Unitary Authority proposals to be submitted for consideration by the end of the year.

District Cllr Griffiths confirmed that the Planning Committee would recommence this week, no site visits would take place but Officers would video areas to show members.

RESOLVED that Cllr Ian Blakemore's resignation with effect from 16 September 2020 be formally received. The co-option process has commenced with confirmation received from HDC that there were insufficient requests for an election so the Clerk would now advertise the vacancy. Mr Blakemore was thanked for his hard work as a Councillor and a Trustee and particularly for Chairing both the Employment Committee and the Communications & Events Committee.

1/13/10/20 NOTICE OF MEETING

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

2/13/10/20 APOLOGIES FOR ABSENCE

RESOLVED to receive and accept the apologies submitted by Cllr Andy Wake.

3/13/10/20 DECLARATIONS OF INTERESTS IN ITEMS ON THE AGENDA

None received.

4/13/10/20 MINUTES

RESOLVED that the minutes of the of the Town Council meetings held on 8 September 2020 be agreed and signed as a true record.

5/13/10/20 PLANNING

1. The following Planning Applications were received and reviewed. **RESOLVED** to confirm approval of all the comments submitted as detailed.

Applications Received

20/01987/FUL – The Green Man, 63 High Street – Construction of a decking area enclosed on three sides by metal railings. **RESOLVED** no objections – Cllrs Carey, C Johnson, N Johnson, Makinen, Oxley, Robinson and Sowerby voted in favour of the application, Cllr Canavan voted against and Cllr Griffiths abstained as he is a member of the HDC Planning Committee.

20/02077/FUL- Tru:Vai 69-71 High Street – change of use of manorial cobbles car parking area directly to the front for a seating area for Bar Tru:Vai with wooden decking and barriers. **RESOLVED** no objections – Cllrs Canavan, Carey, C Johnson, N Johnson, Makinen,

Oxley, Robinson and Sowerby voted in favour of the application and Cllr Griffiths abstained as he is a member of the HDC Planning Committee.

20/02022/FUL – Manorley Manor Close – Single storey rear extension. **RESOLVED** object based on the following. The application documents show the building as it currently exists, but make no reference to the recently approved application 20/01445/FUL which covers a first floor extension to the front of the property and the alteration to a window in the door on the southern elevation and the provision of glass balustrading to facilitate the use of the existing car port as a balcony. This omission precludes a ready assessment of the cumulative impact of the two developments on the property.

The Officer Report for the earlier application noted

- ‘The host dwelling features two offset mono pitched roofs which overall create a balanced design albeit a little inappropriate given the location within the Conservation Area’
- ‘Views may be possible across the river during the winter months when tree cover is decreased’
- ‘The extension of the lower mono pitch roof preserves the design of the dwelling but on a larger scale’
- ‘Overall, it is considered sympathetic to the design and character of the host dwelling’

In contrast, this latest application

- does not share the design concepts of the host dwelling in such items as roof lines, roofing materials or window arrangements
- has the proposed extension on the elevation facing the river and this would be seen in views from across the river in at least the winter months

The Conservation Area appraisal notes the importance [at this point] of the general wide sweep of the river and its setting, the buildings and large trees forming an important framework for the views. As such, this application is considered to detract from the Conservation Area rather than enhance it.

20/02173/FUL – 43 Eastfields – Single storey extension to the rear and partial conversion of garage to form utility room. **RESOLVED** no objections, however confirmation requested that the proposed development still provides access to the rear garden from street / front of house as this is not clear from the floor plan.

Applications Granted

19/00858/LBC - The Old Byre, Peaton Carr Farm – Application for retrospective LBC and further proposed alterations.

20/01639/FUL – 35 College Square – Internal and external alterations to dwelling.

20/01737/FUL – Appleton House, 2 Levenside Place – Replacement of existing up and over garage doors and front door of the dwellinghouse.

Applications Refused

20/01422/ADV – Stokesley Showfield – Application for consent to display 6 adverts on a free-standing wooden stand.

2. Planning and Development – no report received from HDC. Cllr Wake would raise this issue with the Enforcement Officer.

6/13/10/20 REVIEW OF ACTIONS FROM LAST MEETING

See the attached Appendix 1.

7/13/10/20 FINANCIAL STATEMENTS

1. **RESOLVED** to agree the financial statements for September 2020.

2. **RESOLVED** that the payments made during September 2020 totalling £11522.20 were agreed.

3. **RESOLVED** that the Redmayne Bentley Investment Income Account Statements for the Town Council and Manorial Lands Trust for the period 1 September to 30 September 2020 circulated on 5.10.20 be received.

8/13/10/20 MATTERS FOR DISCUSSION

Town Council

1. Strategic Objectives for 2020/21:-

- a. Cobbles – Cllr Canavan and N Johnson had met with an Officer from HDC and a contractor to review the work required to bring the cobbles back up to an acceptable standard prior to handing back the lease to the Town Council. **RESOLVED** that once the final map outlining the work to be completed is received from HDC we will discuss the proposals with NYCC to ensure they are onboard with the work and to seek approval for them to ensure the highway interface is appropriate. Once the scheme is approved by HDC the work will take place on a rolling programme over a period of 18 to 24 months. Consideration needs to be

- given to ongoing repairs once we have taken ownership of the cobbles and one proposal was to consider having someone trained by working alongside the contractor who is carrying out the repairs.
- b. Parking – Cllr Canavan had circulated the response received from Ward Hadaway and a map confirming the final version of the areas to be included in the regulation order. **RESOLVED** that the Traffic Regulation Order (TRO) would cover the period 8 am to 6 pm Monday to Saturday but would exclude Sundays and Bank Holidays. It was agreed to instate double yellow lines on the area leading up to the church, however, this would not be included in the TRO. The Parking Committee would arrange to hold a video conference with Ward Hadaway to finalise the details. The only issue is the lack of response from Scarborough Borough Council regarding undertaking the enforcement. Cllr Griffiths would contact a colleague to ask them to progress.
 - c. River Leven Project – Cllr Oxley advised that the consultation event had welcomed over 100 visitors and had received a lot of positive comments. We subsequently have received several e-mail asking questions and some expressing concern regarding the response time for the consultation. **RESOLVED** to extend the consultation response date from 9 October 2020 to 30 October 2020, the design plans will continue to be displayed in the Town Hall entrance and Cllr Oxley was happy to meet with any of the local groups (maximum of 4 at a time) to take them through the proposals.
 - d. Developing Stokesley as a Gateway to the North York Moors – Cllr Makinen confirmed that she had been tasked with producing a medium term plan and was in the process of finalising the first draft of this document which she will then circulate to the Cllrs Griffiths and Canavan for comments.
 - e. Electrical Vehicle Charging Points (EVCP) –**RESOLVED** that following an initial meeting, members were now gathering information on the different units with a view to identifying the most suitable for installation in a market town. The group was also liaising with HDC to establish which firm they are using and what units they will be installing in the Showfield car park. A second meeting would take place on Thursday 22 October.
2. Coronavirus Update – No further update.
 3. Press Releases Approval – **RESOLVED** that the positive media coverage received regarding the new bicycle racks installed be noted. It was agreed to take up the offer from HDC to issues a press release promoting the new Town map. A press release would be issued confirming the extension of the River Project consultation period. Cllr Canavan confirmed that the deadline for the next Market Place newsletter article would be 28 October 2020 so he asked that any items for inclusion be submitted to him by 23 October 2020.
 4. **RESOLVED** that the draft Information and Information Technology Policy circulated on 8.10.20 (reviewed by Communications & Events Committee on 15.9.20) be approved.

5. **RESOLVED** that the draft Performance Appraisal Policy circulated on 8.10.20 (reviewed by the Employment Committee on 22.9.20) be approved.
6. **RESOLVED** that the draft Lone Working and Violence Policy circulated on 8.10.20 (reviewed by the Employment Committee on 22.9.20) be approved.
7. **RESOLVED** that the draft Mobile Phone Policy circulated on 8.10.20 (reviewed by the Employment Committee on 22.9.20) be approved.
8. **RESOLVED** that the draft Recruitment, Selection and Induction Policy circulated on 8.10.20 (reviewed by the Employment Committee on 22.9.20) be approved.
9. Unitary Authority Proposal – Cllr N Johnson had attended the two meetings held by NYCC and confirmed that the main outcome from those meetings was the request for Parish / Town Council to confirm what areas they would like to take over responsibility for. Cllr Canavan had issued a response and members confirmed their agreement of these proposals. **RESOLVED** that Cllr N Johnson would attend the next meeting at the end of the month and feed in the response from Stokesley Town Council.
10. Remembrance Sunday – **RESOLVED** that the e-mail decision to pay £50 from Section 137 to the Royal British Legion to cover the cost of the wreath and make a donation be approved. The request to involve the children by getting them to paint poppies onto stones to be displayed around the cenotaph was agreed. The ‘Tommy Soldiers’ would be displayed from 6 November 2020 to 12 November 2020 and the knitted poppy display will be sanitised and hung in the Town Hall.
11. Bin – **RESOLVED** to approve moving the bin from outside Sadlers to the West Green. Cllr Griffiths would discuss the moving of the bin with HDC as they currently had refused to move it to Manorial Land unless we purchased a new one.
12. Notice Boards to display the Town Map. **RESOLVED** to obtain a quote to install a notice board at College Square end of Town, one in the bus stop (subject to approval) and one on the wall at West Green Deli.
13. **RESOLVED** that the proposal to change the function of part of the Plain circulated on 26.8.20 be received. **RESOLVED** that as parking is already a concern in Stokesley that to release a large area for a public space was not an acceptable option.
14. **RESOLVED** that the ROSPA Play Safety Inspection Reports circulated on 8.10.20 be received. **RESOLVED** that the reports would be reviewed by the Open Spaces and Footpaths Committee and that any work that can be carried out in house would be completed. The Clerk would arrange for a repair company to visit the Play Park and provide a quote for carrying out the bigger repairs identified within the reports.

Committees and Working Groups

1. **RESOLVED** that the feedback from the Stokesley Bounce Back Working Group be received. It was noted that we are still waiting for four bike racks to be delivered and installed. It was agreed to obtain bike parking stickers to be placed on the racks to advise cyclists.
2. **RESOLVED** that the minutes from the Communications and Events Committee meeting held on 15 September 2020 be received. Cllr Makinen advised that she has been asked to produce a Communications Plan to establish a formal process and improve how we currently communicate. This will be circulated to the Communications and Events Committee for review prior to sharing with the rest of the Town Council.
3. **RESOLVED** that the minutes from the Employment Committee held on 22 September 2020 be received.

North Yorkshire County Council

1. **RESOLVED** that the COVID 19 Updates be received.
2. Grass Cutting / Weed Killing Update – still awaiting a response from NYCC.
3. **RESOLVED** that a copy of the response from the Traffic Management and Road Safety Engineer to a letter from a resident regarding the speed of vehicles on the B1365 and the access from Tanton Road onto the B1365 circulated on 24.9.20 be received. It was agreed that the Clerk would discuss possible signage options with NYCC to try and improve the concerns regarding the junction not been identifiable when its dark.
4. **RESOLVED** that the response regarding the potential unauthorised closure of a public right of way circulated on 9.9.20 be received.

Hambleton District Council

1. **RESOLVED** that the Members Coronavirus Response Briefings be received.
2. **RESOLVED** that the Pavement Licence for The Green Man Micropub, 63 High Street circulated on 30.9.20 be received.
3. **RESOLVED** that the correspondence regarding the Packhorse, 47 High Street – Hearing before Licensing and Appeals Hearing Panel confirming that the licence has been surrendered and therefore there is no requirement for a hearing to take place circulated on 30.9.20 be received.
4. **RESOLVED** that the Certificate of Registration for New Property / Address for 19A, 19B and 19C High Street, Stokesley, Middlesbrough, TS9 5AD circulated on 15.9.20 be received.
5. **RESOLVED** that the Certificate of Registration for New Property / Address for 1 and 2 Hambleton Gate, Stokesley, TS9 5AS circulated on 9.9.20 be received.

Police

1. **RESOLVED** that the Police Reports circulated on 13.10.20 be received.

YLCA

1. **RESOLVED** that the White Rose Updates be received.
2. **RESOLVED** that the Training E-Bulletins be received.
3. **RESOLVED** that the Electronic Training Programme September and October 2020 circulated on 21.9.20 be received.

Correspondence/Complaints received

1. **RESOLVED** that the Citizens Advice Newsletter August – September 2020 be received.
2. **RESOLVED** that the Grant Application Form from SPIOTA requesting a grant of £1750.00 circulated on 30.9.20 be received and approved.
3. **RESOLVED** that the correspondence from the Planning Inspectorate Programme Officer regarding the Examination of the Hambleton Local Plan circulated on 9.9.20 be received.
4. **RESOLVED** that the Environment Agency Stokesley Flood Alleviation Scheme October 2020 Newsletter be received.
5. **RESOLVED** that the request from Citizens Advice Service to bring the rural bus once a month to the Friday market circulated on 6.10.20 be received. It was agreed that the bus could attend the Friday Market once a month and that they would be advised to apply for a S137 grant to cover the costs of attending the market.
6. **RESOLVED** that the request to purchase a memorial bench to replace the old bench adjacent to Lets Run circulated on 22.9.20 be approved. It was agreed that any memorial bench would initially be installed for a 10 year period and which time it would be reviewed to see if the memorial bench should remain.

Items tabled for information

None received.

9/13/10/20 EXCLUSION OF THE PRESS AND PUBLIC

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

RESOLVED that Cllr N Johnson and the Clerk would formulate a response to the list of questions received regarding the applications to install decking on the cobbles which is Manorial Land. This will then be circulated to all members for approval prior to issuing the response.

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
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		Cllr Canavan had submitted a freedom of information request and is awaiting a response. Ongoing.
12/16/06/20 5.	Levenside Berms – Clerk to ask the River Leven Group (RLG) to develop a Management Plan for the Town Council to consider.	Clerk	Town Council		Request submitted to the RLG. Response received and circulated. Ongoing.
08/09/20	Public Session – Environment Agency work along the river – Clerk to ask HDC if planning permission was required and if the hard core would be removed and the area reinstated once the work was complete.	Clerk	Town Council		Response circulated from the HDC Enforcement Officer on 18.9.20. Cllr Oxley would contact the EA to express our disappointment at the lack of information been shared with the Town Council. Ongoing.
8/08/09/20 – 5.	Thirsk Road – agreed to block the access to the grassed area using tree trunks. Clerk to secure a quote for this work.	Clerk	Town Council		The Clerk has discussed this with our tree contractor and is awaiting a quote. Ongoing.
8/08/09/20 – 9.	Tourist Information – Clerk to look at options for a Tourist Information hub in the Town Centre.	Clerk	Town Council		The Clerk discussed this with HDC who did not see it as a viable option unless it could be incorporated into another building. Ongoing.