

STOKESLEY TOWN COUNCIL

A Zoom Meeting was held on Tuesday 14 July 2020

Present: Cllrs Ian Blakemore, Mike Canavan, Sean Carey, Bryn Griffiths, Christopher Johnson, Nigel Johnson, David Oxley and Graham Sowerby.

Clerk – Mrs Julie McLuckie. D&S Reporter – Mr Turland and 5 members of the public.

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 but that one request to join the meeting had been issued and the four applicants to be co-opted to the role of a Town Councillor also joined the meeting to observe.

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

The owner of the Green Man Public House joined the meeting to clarify some of the concerns raised in his licensing application and planning application. This item was on the agenda for discussion.

District Cllr Griffiths informed members that Strikes were to be served with an enforcement notice to reinstate the area of land where the temporary building had stood.

County Cllr Griffiths confirmed that Tanton Bridge is now open. He also advised members that there is a proposal to form a Unitary Authority in 2022 and that consultation on this was due to commence in September.

1/14/07/20 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.

2/14/07/20 APOLOGIES FOR ABSENCE

RESOLVED to receive the apologies for absence from Cllr Robinson and Wake.

3/14/07/20 DECLARATIONS OF INTERESTS IN ITEMS ON THE AGENDA

None received.

4/14/07/20 MINUTES

RESOLVED that the minutes of the of the Town Council meetings held on 17 March 2020 and 16 June 2020 be agreed and signed as a true record.

5/14/07/20 COMMITTEE / AREAS OF RESPONSIBILITY STRUCTURE

RESOLVED to keep the current Committee Structure but that this should now include a Parking Committee rather than a Parking Working Group. The membership of the Committees would remain the same and would be reviewed once a new Councillor has been co-opted. The current Terms of Reference were reviewed and confirmed as correct. A new terms of reference would be produced for the Parking Committee and submitted to the next Town Council meeting for approval, until the terms of reference are approved the Parking Working Group would continue to meet to enable progression of the Traffic Regulation Orders. It was agreed that Cllr Nigel Johnson would be our representative on Lady Hullocks Trust.

Committee / Working Group Current Membership

Committees

Employment Committee

Cllrs Blakemore, Carey, Griffiths, N. Johnson & Sowerby

Finance Committee

Cllrs Canavan, Carey, Oxley & Robinson.

Planning Committee

Cllrs Canavan, C. Johnson, N. Johnson & Oxley.

Allotments Committee	Cllrs Oxley, Sowerby & Wake (allotment holder representative)
Health & Safety Committee	Cllrs Canavan, C. Johnson, Oxley, Sowerby & Wake
Open Spaces & Footpaths	Cllrs Griffiths, N. Johnson, Sowerby & Wake
Town Hall Committee	Cllrs Canavan, Oxley & Wake (3 Town Hall Management representatives)
Communications & Events Committee	Cllrs Blakemore, N. Johnson, Robinson, Sowerby and Wake (plus non-council members).
Parking Committee	Cllrs Canavan, Carey, Griffiths, C. Johnson & N. Johnson

Working Groups

River Leven Project	Cllrs Canavan, Griffiths, Oxley and Wake.
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External Bodies

Preston Educational Trust	Cllrs Canavan and Sowerby.
Lady Hullocks Trust	Cllr Nigel Johnson.
Stokesley & Villages Regeneration	Cllr Oxley.
The Globe	Cllrs Griffiths and Wake.
Fairtrade	Cllr Blakemore.
Climate Action Group	Cllr Blakemore.

6/14/07/20 PLANNING

1. The following Planning Applications were received and reviewed. The Clerk confirmed that these had been circulated to all members for comment prior to submitting the agreed response to HDC. **RESOLVED** to confirm approval of all the comments submitted as detailed.

Applications Received

20/00176/CAT - 3 Springfield – works to a tree in a conservation area- Cherry Tree prune 20%. **RESOLVED** no objections.

20/01041/TPO - 3 Springfield – proposed works to trees subject to a TPO 2007/18. **RESOLVED** no objections.

20/01027/FUL - Leven Ford 3A Levenside – construction of a two-storey extension together with alterations to front of existing house and a single storey extension to the rear of the house. **RESOLVED** no objection in principle to the work, but Stokesley Town Council would like to submit the following comment on the detail. 'The current application provides for an 'either / or' treatment of the main front elevation. We do not consider approval of a non-specific application to be appropriate. On Levenside there are both rendered and exposed brickwork / stonework front elevation - but none has a mixture of the two on the same dwelling. Stokesley Town Council would support the retention of the existing exposed brickwork, but object to the part rendering option as it is out of character with the other buildings on Levenside.'

20/01198/FUL - The Green Man, 63 High Street and 20/01199/LBC - The Green Man, 63 High Street - siting of an outside street café and – LBC for siting of a street café. **RESOLVED** that the principle of siting an outside street café at this location is accepted. However, Stokesley Town Council would like to submit the following comments with regard to the detail of the application:

- the approved area should be defined by studs in the pavement, or some other means of permanent and unobtrusive marking which ensures that a minimum width of 2.0m of unobstructed footway remains when the furniture and barriers are in place
- the external areas shall not be used between 22:00 and 10:00 hours the following day and that the seats, tables and barriers are removed when the street café is not in use.
- no part of any paraphernalia associated with the street cafe shall be placed within 2.0m of the existing footway kerb face and be limited to the extents of the premises' frontage

- request confirmation that the proposed positioning of 2*600mm wide tables within the 1.8m depth of street café area provides sufficient remaining width for access by both customers and servers
- the proposed height of the barriers at 1.02m, is this acceptable? It compares with 0.7m at the nearby approved Tru Vai street café facility.
- is the use of a mesh barrier appropriate to the location of the street café in a conservation area? Is the barrier considered to be themed to match the rest of the café (an NYCC street café approval condition)?
- if the use of a mesh barrier is deemed acceptable, the colour of the mesh is submitted for approval by the LPA.
- any approval is subject to no logos being placed on the barriers (this is consistent with the Tru Vai submission).
- does the arrangement of table and chairs provide appropriate access and accommodation for wheelchair users?
- any approval should specifically exclude the provision of fixing clips to the wall (there is an NYCC street café approval condition that there should be no permanent fixtures).
- the chairs at no time should obstruct the doorway to the building.

20/00183/CAT - The Manor House, High Street – works to trees in a conservation area -trim 4 sycamore trees of branches overhanging footpath. **RESOLVED** no objections.

20/01185/FUL - Newcastle Building Society, 19 High Street – reductions in commercial floor area, replacement of flat roof with pitched roof rear of property, amendments to door and window positions to side/rear of property and

20/01068/LBC - Newcastle Building Society, 19 High Street – LBC for refurbishment of existing building – ground floor office/retail and 1st floor flat. **RESOLVED** that Stokesley Town Council has no objection in principle but given that this is a listed building then any work to external doors and windows should ensure that any replacements are wholly consistent with this listed status.

20/01265/MRC – White House Farm – Variation of conditions to Application Reference Number 14/00714/OUT – outline application for construction of up to 213 dwellings, employment use (class B1) up to 2,900 sqm including means of access.

RESOLVED no objections, with the proviso that 'best efforts' are made by the applicant to avoid increased noise activities outside the permitted operating hours.

20/01047/TPO – The Co-operative Food, Springfield – Works to trees subject to Tree Preservation Order Nos: 1994/02 and 1963/22 – to remove branches to a maximum height of 3.5 m and remove deadwood to mature Oak tree (shown as T6 on location plan) and works to 65Lm of tree belt, to crown lift to 3m and the removal of ivy and thinning works to trees within the mixed group (shown as a group T10 on the location plan). **RESOLVED** no objections.

20/01249/FUL – Stokesley School – Application for the permanent siting of 4no existing temporary sited portable buildings on the school grounds (3no classrooms and 1no meeting room, staff facility and glazed link to the main building). **RESOLVED** that in the supporting document, the buildings to which this application relates are described as 'four single storey, portable buildings'. Indeed, in the approval of the previous application Units 2 and 3 were described as 'constructed with temporary materials'. On that basis it would be inappropriate to accord full planning permission to such buildings. However, a time-limited extension of the previous approvals would match the nature of the buildings and provide the opportunity for the applicant to provide a permanent solution that is in character with the other buildings on the site.

20/01352/FUL and 20/01353/LBC – Newcastle Building Society, 19 High Street – Retrospective and Listed Building Consent for change of use of accommodation to the rear of the building from A2 (commercial) to C3 (residential) and extension to create 2no new tow storey dwellings. **RESOLVED** that any reference to the Newcastle Building Society (NBS) should be deleted from the name attached to these applications. Whilst they relate to the premises formerly occupied by the NBS, it now has no connection with the property. Stokesley Town Council object to this application based on the following:

1. Whilst the plans provided show the context of the proposed development with one of the neighbouring adjacent properties (i.e. No.17) they fail to provide any context of the proposed development with the other adjacent property

- (i.e. No.21), therefore we are unable to comment on whether the proposed development impacts on the amenity of the occupiers of No.21.
2. It is disappointing to note that work has commenced on this property which is a Grade II listed building prior to seeking planning approval.
 3. The replacement of the flat roof with a pitched pantile roof is welcomed, as is the rendering of the unsightly blockwork, however the dormer windows of the first floor of the proposed development lack consistency with the window treatment of the residential dwelling which forms part of the earlier application.
 4. The Flood Risk Assessment purports to provide a full history of flood events since 1930 impacting Stokesley. However, it completely omits any reference to the last such event which directly impacted Stokesley Town Centre, i.e. the extensive flooding on the High Street and elsewhere on 12 September 1976. Such an omission leads to questions on the veracity of the broader assessment, particularly as it shows the incorrect chronology for the Flood Alleviation Scheme, which was not built until 1978, i.e. after, and not before, the flooding on 14 January 1977.
 5. Any approval should be conditioned on the landscaping / paving of the communal area achieving the recommendation made in the FRA 'to make this area semi-permeable'.

20/01142/TPO – 35 The Firs – Remedial works to trees subject to a tree preservation order. 2018 No. 8 – 9 Maple Trees – prune back branches overhanging into garden. **RESOLVED** no objections.

Applications Granted

19/02197/FUL Cleveland Nurseries – construction of 2no dwellinghouses with associated garages and vehicle parking.

20/00651/FUL – Byre Yard Tanton Hall Farm – Increase in height of part of existing boundary wall to provide noise pollution barrier and visual barrier to B1365 to bedroom and room used by disabled person.

20/00706/MRC – Stokesley Golf Range – Application for variation of condition No. 2 (approved plans to increase to 18 holes – descriptive plans and new layout plan UK-28-19-01) to previously approved application 06/00906/FUL for the construction of a 12 hole mini golf course as amended by letter and plan as received by Hambleton District Council on 27 July 2006.

20/00764/FUL 30 - Tanton Road Application for front porch extension and single storey rear extension to dwellinghouse.
20/00824/LBC – The Manor House – Listed Building Consent to alter proposed window design form that previously approved in 19/02463/LBC (construction of new double garage on remains of old orangery attached to Manor House and new entrance portico to from elevation).
20/00540/FUL – Land at Very Blackmore Road, Great Ayton – The formation of grasscrete layby to existing access.
20/01265/MRC – White House Farm – Variation of conditions attached to Application Reference Number: 14/00714/OUT – Outline application for the construction of up to 213 dwellings, employment use (Class B1) up to 2,900 sqm including means of access.
20/00943/FUL – 18 Springfield – Demolition of existing rear kitchen & construction of a part single and part two storey rear extension.

2. Planning and Development – the Clerk had circulated the update report from HDC that had been received earlier in the day. **RESOLVED** that the Clerk would ask why the British Legion Club and Barclays Bank have not been added to the spreadsheet. The Clerk would also advise HDC to contact the Stokesley Society regarding the gate at the Cancer Shop as they had previously been involved in the refurbishment. There had been no updates regarding Lincoln’s on the High Street (now Pack Horse) or the Golf Range, the Clerk was asked to ascertain why.

7/14/07/20 REVIEW OF ACTIONS FROM LAST MEETING

See the attached Appendix 1.

8/14/07/20 FINANCIAL STATEMENTS

1. **RESOLVED** to agree the financial statements for June 2020.
2. **RESOLVED** that the payments made during June 2020 totalling £11261.85 were agreed.

9/14/07/20 MATTERS FOR DISCUSSION

Town Council

1. Strategic Objectives for 2019/20 – End of Year Review:-
 - a. Cobbles – As the off-street parking order is progressing it was agreed that the next step will be to resurvey the cobbled areas requiring repair. **RESOLVED** the Clerk would arrange for a survey meeting to take place at the end of September and it would include representatives from the Town Council, District Council and a Contractor. It was confirmed that the objective of having the Market Cross repaired was complete.
 - b. Parking – Cllr Canavan confirmed that following a Teams meeting where several queries had been raised with the solicitors, the solicitors provided responses and Councillors have provided supporting photographs. **RESOLVED** that Ward Hadaway will now provide a revised map detailing the areas covered by the Parking Order and Cllr Canavan would circulate the notes of the last meeting to all Councillors.
 - c. River Leven Project – Cllr Oxley confirmed that ECB Design had received a response to their pre planning application from HDC and were addressing the areas raised. They would then produce a final design for review by the Town Council which would then go out to public consultation prior to submitting a final agreed planning application. **RESOLVED** that the Clerk would identify a date in the diary for the public consultation event and that the information supplied would also be available electronically.
 - d. Developing Stokesley as a Gateway to the North York Moors – no further update. **RESOLVED** that the Clerk would contact Peter Cole to see if he is now able to work with us on the objective as he had been busy assisting the Vibrant Market Towns with managing the COVID 19 pandemic.
 - e. Electrical Vehicle Charging Points (ENVCP) – the Clerk had contact HDC to recommend a joint approach to installing EVCP across the Town as they are in the process of introducing them into their Showfield Car Park – awaiting a response. **RESOLVED** that the Cllr Blakemore would liaise with HDC to see if they can provide information on costs and suppliers and any grants that may be available.
2. Strategic Objectives 2020/21 - **RESOLVED** to update the Strategic Objectives for 2019/20 but that we keep them as the Objectives 2020/21 with a view to progressing to the next stage on each. In addition, it was agreed to introduce a

‘Stokesley Bounces Back’ initiative which will be managed by a Working Group consisting of Cllrs Carey, Chris Johnson, Nigel Johnson, Oxley and Sowerby.

3. Coronavirus Update

a. Anti Viral Fogging System – Cllr Blakemore provided an update regarding the information he had received to date.

RESOLVED that we would need further detail regarding costs, installation, power / water requirements, impact on asthmatics, how long does it stay on the body / clothing etc prior to making any decisions.

b. Face Masks – Cllr Blakemore had submitted a motion to make wearing of face masks mandatory in the Town Hall and he provided his rationale for this proposal to Members. **RESOLVED** that although the wearing of masks would not be mandatory in the Town Hall that it would be included in the Risk Assessment that if groups could not maintain the required 2m social distance then they would be required to wear a mask. It was also agreed that as the Craft Fairs will be classed as ‘indoor shopping’ that the wearing of face masks will be required at these events and a separate risk assessment will be produced specific to Craft Fairs and signage will be displayed advising people of the requirement to wear a mask.

4. Food Fest 2020 – **RESOLVED** that the Food Fest Event be cancelled for 2020. The Clerk would liaise with Northern Dales Farmers Market to see if they would like to hold a Farmers Market on that day instead.

5. Buskers on the High Street – **RESOLVED** that the Clerk would inform the Police if any Buskers were performing on the High Street and causing an obstruction during the current situation. The Police would be asked to confirm if they have the relevant permission from the landowner to perform but also to ask them to move onto a suitable area of Manorial Land to prevent congestion along the High Street.

6. Press Releases Approval – **RESOLVED** that Cllr Canavan would circulate a draft press release for the River Project for approval.

7. Hedge and Shrub Maintenance Service Level Agreement 2020/21 – **RESOLVED** that the Clerk is to remind the Contractor of the agreement to record the agreed height and width of the hedges so they can be recorded in the Service Level Agreement.

Committees and Working Groups

Noted that video conference meetings have taken place from both the River Leven Project Working Group and Parking Working Group – updates to which will be provided under the Strategic Objectives update.

North Yorkshire County Council

1. **RESOLVED** that the COVID 19 Updates from June to date be received.
2. **RESOLVED** that the Update – Service 81: Stokesley/Great Ayton – Guisborough/Redcar 81S circulated on 23.6.20 be received. It was agreed that the Clerk write to Arriva, NYCC and Rishi Sunak MP expressing our concerns about the timing for this shuttle bus and the fact that it is 5 minutes after the 29A bus which goes from Stokesley to Great Ayton and that this is why it continues to be under used.
3. **RESOLVED** Grasscutting / Weedkilling Update – it was noted that NYCC had carried out weedkilling but only along the gutters they had not sprayed any of the footpaths or cobbled areas. **RESOLVED** that the Clerk would write to NYCC to formally complain about the lack of spraying and include photographs highlighting the ongoing problems this is causing.

Hambleton District Council

1. **RESOLVED** that the Members Coronavirus Response Briefings from June to date be received.
2. **RESOLVED** that the Licensing Application for ‘Green Man’ 63 High Street circulated on 12.6.20 be received and to formally agree the response circulated by Cllr Canavan on 4.7.20 (as the closing date was 9.7.20) be agreed. A follow up response was received from the Licensing Department which responded to all the points raised by us as a Town Council. Members agreed with all the comments detailed within that response apart from the closure time for the outside area. Following a discussion regarding the closure time Members voted in favour of the 23.00 time based on the advice from the Police and Environmental Health.
3. **RESOLVED** that the revised Hambleton High Streets Re-Opening Report circulated on 1.7.20 be received. Members were disappointed that HDC were not been as proactive as they would like to see and the Clerk would inform them of

the new Working Group set up to assist Stokesley Businesses with their re-opening etc during this difficult time and ask for their involvement and support.

4. **RESOLVED** that the correspondence from the Programme Officer regarding the Examination of the Local Plan dated 8.6.20 be received.
5. **RESOLVED** that the update from HDC Enforcement regarding the Former British Legion Club circulated on 6.7.20 be received. It was agreed to send the response drafted by Cllr N. Johnson circulated on 7.7.20.

Police

1. **RESOLVED** that the Police Reports circulated on 13.7.20 be received.

YLCA

1. **RESOLVED** that the White Rose Updates be received.
2. **RESOLVED** that the Joint Statement from NALC and SLCC on face to face council meetings circulated on 29.6.20 be received.

Correspondence/Complaints received

1. **RESOLVED** that the AJ1 Project Road Safety Fund letter circulated on 23.6.20 be received. It was agreed that any proposed schemes be e-mailed to the Clerk who would then circulate the proposals to all members with a view to agreeing a final submission. The closing date for applications is 31 August 2020.

Items tabled for information

None received.

Cllr Sowerby thanked the press and public for attending. He also asked each of the applicants who had applied to be co-opted as a Town Councillor that they were still happy to be considered for the post. All confirmed they were.

10/14/07/20 EXCLUSION OF THE PRESS AND PUBLIC

RESVOLVED that 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.

11/14/07/20 CO-OPTION OF A TOWN COUNCILLOR

1. As we had received four applications it was agreed that a short interview process should take place with each prior to making a decision. The Clerk would arrange for each applicant to attend a 10 minute Zoom interview on Tuesday 28 July 2020 prior to the Town Council meeting that would take place that evening to approve the End of Year Accounts.

The meeting closed at 9.30 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 clock has now been repaired and reinstated. Closed.
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 forwarded the information he had collated regarding the request for further information and what they should provide. Cllr Griffiths to discuss this with NYCC and report back. 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. Awaiting a response. Ongoing.