

STOKESLEY TOWN COUNCIL

The Annual Meeting of the Town Council was held on Tuesday 18 May 2021 at 7 pm

Present: Cllrs Mike Canavan, Bryn Griffiths, Christopher Johnson, Nigel Johnson, Katriina Makinen, David Oxley, Karen Robinson, Graham Sowerby, Andy Wake and Mark Wilson.

Clerk – Mrs Julie McLuckie. D & S Reporter.

The Chairman welcomed Cllrs Makinen and Wilson to their first face to face meeting having both been appointed during the pandemic and have only therefore attended meetings via Zoom previously.

In accordance with the notice of meeting a public forum session took place from 7 pm to 7.15 pm.

District Cllr Wake advised that the Enforcement Officers have confirmed that they have added the Old Club Site on North Road as one of their priority cases for action. Cllr Wake also confirmed that following a meeting with Kier Development the planning application was imminent.

County Cllr Griffiths raised the concern of increased rat activity around the Town. It was noted that because of the heavy rain fall rats tend to come out of the drains to the surface more and this was one of the reasons for the increase in sightings. **RESOLVED** that the Clerk would promote the issue through social media and encourage people not to feed the ducks and to ensure they are disposing of food waste and rubbish appropriately. Our Pest Control Contractor continues to attend routinely to carry out checks and bait where appropriate.

Cllr Griffiths informed members that a decision regarding the Unitary Authority proposal was expected in July.

Cllr Canavan asked if there was any update in relation to the caravan and van that has taken up residency on Thirsk Road. Cllr Griffiths confirmed that NYCC continue to follow the steps to enable them to be relocated.

1/18/05/21 ELECTION OF CHAIRMAN

RESOLVED to appoint Cllr Sowerby as Chairman for the coming year.

2/18/05/21 DECLARATION OF ACCEPTANCE OF OFFICE OF CHAIRMAN

RESOLVED that Cllr Sowerby accepted the post of Chairman and signed the acceptance form.

3/18/05/21 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.

4/18/05/21 APOLOGIES FOR ABSENCE

None received.

5/18/05/21 ELECTION OF VICE CHAIRMAN

RESOLVED to appoint Cllr Canavan as Vice Chairman for the coming year.

6/18/05/21 DECLARATIONS OF INTERESTS IN ITEMS ON THE AGENDA

None received.

7/18/05/21 COMMITTEE / AREAS OF RESPONSIBILITY STRUCTURE

RESOLVED that the following Committee / Areas of Responsibility membership be agreed for 2021/22. It was agreed to increase the Committee membership to five where possible to ensure quoracy or agree that a substitute could be nominated:-

Committee / Working Group Membership 2021/22

Committees

Employment Committee	Cllrs Carey, Griffiths, N Johnson, Sowerby & Wake.
Finance Committee	Cllrs Canavan, Carey, Makenen, Oxley & Robinson
Planning Committee	Cllrs Canavan, C. Johnson, N. Johnson, Oxley & Wilson
Allotments Committee	Cllrs Oxley, N. Johnson, Sowerby & Wake (allotment holder representative).
Health & Safety Committee	Cllrs Canavan, C. Johnson, Oxley, Sowerby & Wake.
Open Spaces & Footpaths	Cllrs Griffiths, N. Johnson, Oxley, Sowerby & Wake.
Town Hall Committee	Cllrs Canavan, Oxley, Wake & Wilson

Communications & Events Committee
Parking Committee

(3 Town Hall Management representatives).
Cllrs Makinen, Robinson, Sowerby, Wake & Wilson
(plus non-council members).
Cllrs Canavan, Carey, Griffiths, C. Johnson & N. Johnson.

Working Groups

River Leven Project
Stokesley Bounce Back
Climate Action (including Electric Vehicle Charging Points)
Gateway to North Yorkshire

Cllrs Canavan, Griffiths, Oxley & Wake.
Cllrs Carey, C. Johnson, N. Johnson, Oxley, Robinson & Sowerby.
Cllrs C. Johnson, N. Johnson, Makinen, Oxley & Wilson.
Cllrs Carey, Griffiths, Makinen, Oxley, Robinson & Wake.

External Bodies

Preston Educational Trust
Lady Hullocks Trust
Stokesley & Villages Regeneration
The Globe
Fairtrade
Climate Action

Cllrs Canavan & Sowerby.
Cllr N. Johnson.
Cllr Oxley.
Cllrs Griffiths & Wake.
Cllr N. Johnson.
Cllr Wilson.

8/18/05/21 MINUTES

RESOLVED that the minutes of the Town Council meeting held on 27 April 2021 and the minutes of the Annual Town Meeting held on 27 April 2021 be agreed and signed as a true record.

9/18/05/21 PLANNING

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

Cllr Griffiths as a member of HDC Planning Committee observes and offers advice only regarding planning applications discussed.

Applications Received

21/00998/FUL – 11 College Square – Proposed kitchen extension, new roof over existing rear projection and summer room and garden store to the rear of the garden. **RESOLVED** no objections subject to no loss of amenity to the residents of 9 College Square from the rearward's extension to the footprint.

21/01044/MRC – Tanton Grange Farm – variation of planning app ref 19/02452/FUL – demolition of existing dwelling and outbuilding and construction of replacement dwelling and garage. **RESOLVED** no objections to the proposed changes to the plans / elevations for the house. However, the landscaping schedule shown on the previous plans is not shown on the revised plan. The Town Council would like to see the landscaping schedule included in any revised approval.

21/01061/FUL - Access to land at Thirsk Road – upgrades to existing access at land off Thirsk Road (B1365). **RESOLVED** that Stokesley Town Council support in principle the creation of a safer access primarily for the use of the Environment Agency to access the downstream flow structure located off the B1365 Thirsk Road, to the south west of Stokesley, we have the following comments.

1) Existing Arrangements

The application fails to mention a further gate access provided further south to the boundary of this piece of private land provided by the Environment Agency (EA) and covered by the approval of planning application 13/01339/FUL. This access, which is close to the bridge over the river, was found to be necessary by the EA because, as stated in that application, it had no access to its structure because of a dispute with the then landowner through the access mentioned in the current application.

No indication is given in the current application of any guarantee of future access should the current application be approved. If access is again disputed, then would not an upgrade to provide similar safer access to that provided under 13/01339/FUL be required? Further the current application is silent with respect to the access gate next to the bridge. If no longer needed, will the gate be removed and the hedge re-instated.

2) Proposals

The proposal to replace the existing loose stone and verge with tarmac is welcomed. However, we would wish to see an increase in the proposed width of the footpath to be provided adjacent to the access. The footpath along the side of Thirsk Road has become progressively overgrown in recent years. The proposed width of 0.4 metres is too narrow to accommodate a wheelchair (which has a standard width of 0.635 metres). It would make sense for the footpath which is to be refurbished as part of this scheme to meet current wheelchair and buggy accessibility guidelines.

3) Junction Visibility

We are concerned that the proposal for the upgraded access does not include compliance with the DMRB standards for a 60mph rural road with respect to stopping sight distances. Traffic approaching Stokesley coming off the A172 from the south travels along this stretch of the B1365 at or near the permitted maximum speed. If providing a safe access compliant with the DMRB standard requires removal and replanting of the hedge, then so be it.

4) Gate

The proposal is to re-use the existing gate. However, the gate is shown incorrectly in Drawing IMNE640160-BMM-00-EE-DR-C-3102-P01, as evidenced by comparing it with the photograph provided as Figure 1.2 in the Transport Statement. Additionally, the existing gate has never secured planning approval and is out of character with its rural setting. This is evidenced by comparing it with the timber gate which was approved under application 13/01339/FUL. A gate of similar appearance to this would be the preferred option for the revised access.

5) Sequential Test

The Flood Risk Assessment states 'Alternative locations have not been considered for the access. Due to the nature of the proposed development i.e. essential maintenance access to flood control infrastructure, the access has to be located in this position.'

Given the previous, approved, application submitted by the EA under 13/01339/FUL, self-evidently there is an option to locate the access in a different location to that proposed in 21/01061/FUL. This alternative access should be assessed as part of the current application.

2. Planning and Development. **RESOLVED** that the Enforcement Report update circulated on 10.5.21 be received.
 - a. Provision of lighting at the Tanton Road junction update – **RESOLVED** that members were pleased to see that this has been added to the enforcement list and agreed that if no planning application has been submitted by the end of May that the enforcement procedure commence.
 - b. Improvements to the Stokesley Footpath 10.140/2/2 update – **RESOLVED** that members were pleased to see that this has been added to the enforcement list and agreed that if no planning application has been submitted by the end of May that the enforcement procedure commence.

10/18/05/21 REVIEW OF ACTIONS FROM LAST MEETING

See the attached Appendix 1.

11/18/05/21 FINANCIAL STATEMENTS

1. **RESOLVED** to agree the financial statements for April 2021.
2. **RESOLVED** that the payments made during April 2021 totalling £16248.14 were agreed.
3. **RESOLVED** that the Annual Governance Statement for the financial year 2020/21 was reviewed and would be submitted for formal approval along with the accounts and audit report to the next meeting.
4. **RESOLVED** that the April Investment Income Accounts Statement for both the Town Council and Manorial Lands Trust circulated on 5.5.21 be received.
5. **RESOLVED** that the Town Council and Manorial Lands Trust Investment Reports for the period 31 December 2020 to 31 March 2021 circulated on 27.4.21 be received.

12/18/05/21 MATTERS FOR DISCUSSION

Town Council

1. Strategic Objectives for 2020/21 – **RESOLVED** that the following end of year progress review against each of the objectives set for 2020/21 be received.
 - a. Cobbles – progress has been made against this objective, but the next stages are subject to completion of the enforcement element of the traffic regulation orders. HDC have confirmed that they would support the Town Council with the development of the tender documents, and this is something that we hope to progress in the coming months with a view to securing quotes for the work which will be carried out in phases.
 - b. Parking – the traffic regulations documents are completed with just one minor amendment to be made following comments from HDC legal department that there should be just one map with a key rather than two. We are now waiting for the legal advice regarding enforcement from the national body Parking & Traffic Regulations Outside London (PATROL). Following receipt of an email from a resident of College Square raising issues about vehicles parking outside of the designated bays and asking if they could obtain residents parking permits. **RESOLVED** that Cllrs Canavan and Griffiths would arrange to meet with the resident to update them on the traffic regulation order and enforcement. They would also confirm that resident parking discs are not available as College Square is an area of Manorial Land which was left for the benefit of all Stokesley residents and not assigned to the properties.
 - c. River Leven Project – Cllr Oxley had confirmed with ECB Design that they were in the process of uploading the planning application today – 18 May 2021 and that it was anticipated that the planning fee would be £900. **RESOLVED** that a final set of drawings would be e-mailed to the Clerk to enable us to submit funding applications. As previously agreed, Cllr Oxley would

provide the response to the River Leven Group now that the planning application has been submitted. Cllr Oxley had received an update from the Environment Agency (EA) carrying out the works along the river and they had informed him that the work would not be completed until the end of the Summer but that they would aim to get the public rights of way open as soon as possible. The Clerk was asked to contract the EA to ask that they consider planting wildflowers on the riverbanks rather than just laying grass.

- d. Developing Stokesley as a Gateway to the North York Moors – this is in the early stages and one that will be developed into short, medium and long term projects.
- e. Electrical Vehicle Charging Points (EVCP) – ongoing, still waiting for information from HDC.
2. Strategic Objectives for 2021/22 – **RESOLVED** that the following Strategic Objectives be set for 2021/22 and that the Clerk would produce a summary of the aims and actions for the coming year:-
 - a. Cobbles.
 - b. Parking.
 - c. River Leven Project.
 - d. Developing Stokesley as a gateway to the ‘National Park’.
 - e. Climate Action (including electric vehicle charging points).
3. Stokesley Town Council 3-year Mid Term Plan – Cllr Makinen continues to develop the plan and will be liaising with other members for input to develop further.
4. Coronavirus Update – **RESOLVED** that several groups have returned to the Town Hall this week with more due to return including a couple of classes.
5. Press Releases Approval – **RESOLVED** that any newsletter articles be submitted to Cllr Canavan who would inform members of the deadline for the next article in due course.
6. Vehicle Activation System (VAS) System Update – **RESOLVED** that the Clerk is waiting for delivery of the equipment which should be in June, once received the training will be arranged.
7. Cleaning the War Memorial - update – **RESOLVED** that the Clerk had instructed the specialist cleaning company to commence the work based on the quote previously received and agreed. The Clerk confirmed that the cleaning work was completed on 18 May 2021. Cllr Oxley continues to obtain quotes to replace the paving and repair and re-paint the metal fencing.
8. Fair Trade Signs – update – Cllr Nigel Johnson had circulated his proposals for the installation of metal sign in a curve to be installed on the rear of the stone entrance signs. **RESOLVED** that the Clerk would liaise with NYCC regarding this proposal prior to

progressing further. If they agree this proposal, then quotes for the signs would be obtained and the Clerk would apply for funding to the Co-op Local Community Fund.

9. Bridleway No. 10.140/19, Levenside to Rosehill Drive, Stokesley, Modification Order 2021 – **RESOLVED** that Cllr Canavan would circulate a draft response confirming that we do not support the application on the grounds of health and safety.
10. Levenside Undergrounding – update – Cllr Canavan and Griffiths had met with Northern Powergrid and North Yorkshire Lighting to discuss the project. Unfortunately, BT Openreach have still not confirmed if they would consider moving their cables underground at the same time, Cllr Canavan continues to pursue this. **RESOVLED** that Northern Powergrid will advise us when the work is due to commence so that we can notify residents and they have agreed to avoid certain dates and days for road closures to minimise the impact on residents.
11. Information / Interpretation Panels & Fingerposts – **RESOLVED** that Cllr Chris Johnson and Oxley would obtain the proposed information for each of the 6 Interpretation Panels from the Stokesley Society and then arrange to meet with the company who would provide the panels to progress. Cllrs Chris Johnson and Oxley would submit a proposal for the fingerposts for members to consider. It was agreed that these should be metal in keeping with the ones already sited on the High Street.
12. Town Hall Clock – **RESOLVED** that the Clerk would initially speak with the Rotary Club who had provided the current clock to explain that it is not working correctly despite numerous repairs. The Rotary Club may be able to provide information on where they purchased the clock from so that the Clerk could start to investigate replacement options.

Committees and Working Groups

1. **RESOLVED** that the feedback from the Stokesley Bounce Back Working Group from their meeting held on 11 May 2021 be received. Cllr Chris Johnson had attended an online conference on British High Street recovery which he had found very beneficial and had provided reassurance that the schemes we are introducing are seen as best practice as well as providing some additional ideas. **RESOLVED** that as part of our Strategic Objectives for 2021/22 the Clerk would produce a report detailing the aim and actions, this would include several actions highlighted by the Bounce Back Group.

North Yorkshire County Council

1. **RESOLVED** that the COVID 19 Updates be received.
2. **RESOLVED** that the NYCC Grass Cutting Payment 2021/22 letter circulated on 10.5.21 be received.
3. **RESOLVED** that the correspondence regarding double yellow lines at Levenside and Carricks Corner circulated on 27.4.21 be received. Members confirmed that they would like to see the yellow lines along Levenside from Bridge Road to the Golden Lion

Plank Bridge and that these should be on the riverside side. In addition, members would like to see yellow lines on the Bridge Road gable end because vehicles routinely park on the white lines that are currently there, and this obstructs access. The current white 'Keep Clear' sign at Milbry Hill should be changed to yellow. Members agreed to write a letter to NYCC supporting the installation of yellow lines on Carricks corner.

Hambleton District Council

1. **RESOLVED** that the Members Coronavirus Response Briefings be received.
2. **RESOLVED** that the Cobbles and Chapters Deli Update circulated on 29.4.21 be received. The Clerk replied to this e-mail on 5 May 2021 outlining the terms of the lease and is awaiting a response.
3. **RESOLVED** that the certificate of registration for the addition of alias name to 'The Mount' to, 8 West End Stokesley circulated on 28.4.21 be received.
4. **RESOLVED** that the certificate of registration for new property/address – 'The Barn' 23 Levenside, Stokesley circulated on 23.4.21 be received.
5. **RESOLVED** that the correspondence regarding the Community Infrastructure Levy (CIL) payment circulated on 19.4.21 be received.
6. **RESOLVED** that the granted pavement licence notice for Pistachio circulated on 17.5.21 be received.

Police

1. **RESOLVED** that the monthly statistics report be received.
2. **RESOLVED** that the updated request from North Yorkshire Police to cut back the hedges around the Play Park circulated on 3.5.21 be received. Members confirmed that the hedges would not be cut back but that the Police would be asked to increase their patrols in the area.

YLCA

1. **RESOLVED** that the White Rose Updates be received.
2. **RESOLVED** that the Training E-Bulletins be received.

Correspondence/Complaints received

1. **RESOLVED** that the correspondence regarding the Spread Eagle Pub gate circulated on 6.5.21 be received. The Clerk would confirm with HDC Environmental Health / Licensing that they need to amend the licence to show the gate and that then stipulate in the licence agreement that it is to be kept closed during opening times.
2. **RESOLVED** that the e-mail regarding speeding issues & speed reduction on Hebron Road circulated on 11.5.21 be received. The Clerk had advised the resident to complete the request form to carrying out speed monitoring and the Police had confirmed that they monitor the issue.
3. **RESOLVED** that the Armed Forces Day 2021 information circulated on 11.5.21 be received.

Items tabled for information

None received.

The meeting closed at 9.15 pm.

SignedDate

Town Council Meeting Actions

Minute No. Date Agreed	Task	Lead Councillor	Responsible Committee	Expected date for completion	Status
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.
9/12/01/21 1.e.	Electrical Vehicle Charging Points (EVCP) – Clerk to ask HDC Chief Executive to share information requested to assist us with the installation of our units.	Clerk	Town Council		E-mail request sent – Update circulated by Cllr Nigel Johnson on 2.6.21. Ongoing.
9/12/01/21 9.	Audit Fees – Clerk to obtain two further quotes for the financial year 2021/22.	Clerk	Town Council		Ongoing.