

# **STOKESLEY TOWN COUNCIL**

**A Meeting was held in the Town Hall, Stokesley, on Tuesday,  
The 8 January 2019**

**Present:** Cllrs Ian Blakemore, Stewart Brennan, Mike Canavan, Sean Carey, Bryn Griffiths, Christopher Johnson, Carol Lewis, David Oxley and Andy Wake.

Clerk – Mrs Julie McLuckie, PCSO Emma Ellington and Mr Turland D&S Reporter.

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

No public present.

PCSO Ellington presented the police report. A total of 9 incidents had been reported between 11 December 2018 and 2 January 2019. It was noted that PCSO James Crawford was due to leave to become a full time Police Officer and Members wished him well in his new role but hoped that the vacancy would be filled quickly.

District Councillor Andy Wake advised members that the planning application for Strikes would now be submitted to the Planning Committee in February. The delay was because Strikes had to add some additional details.

Cllr Wake continues to chase a response to the question regarding the CIL funds 15% surcharge that we believe should be paid to the Town Council.

Cllr Wake had circulated an update on current planning enforcement issues including North Road Club which he continues to pursue. Cllr Wake had expressed his concern regarding the fact that HDC continue to oppose the Il Mulino sign even though the

Town Council had confirmed their approval. Cllr Wake would continue to pursue this issue in the hope that a sensible conclusion could be agreed. **RESOLVED** to note the updates.

County Councillor Bryn Griffiths confirmed that NYCC budget meetings continue to take place with discussions ongoing regarding the proposed funding reduction to the pupil referral schemes.

Questions have been raised regarding the proposed works to Tanton Bridge and the fact that NYCC appear to have already commenced work by installing a fence and hedging without planning been approved. Cllr Griffiths confirmed that he is seeking clarification in relation to this. **RESOLVED** to note the updates.

### **1/08/01/19 NOTICE OF MEETING**

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

### **2/08/01/19 APOLOGIES FOR ABSENCE**

Apologies for absence were received Cllrs Caroline Seymour and Graham Sowerby and District Cllr Stephen Dickins.

### **3/08/01/19 DECLARATIONS OF INTERESTS IN ITEMS ON THE AGENDA**

None declared.

### **4/08/01/19 MINUTES**

**RESOLVED** that the minutes of the Town Council held on 11 December 2018 be signed as a true record subject to one amendment to 7/11/12/18. 4. which should be amended as follows:

The Finance Committee met on 3 December 2018 and have recommended that the Precept for 2019/20 be increased by £5k. This decision was based on the assumption that there would be a small increase in the number of contributing households for this financial year because of the new properties sold. This would mean the current Town Council element of the precept would remain the same as the current year for the residents of Stokesley. **RESOLVED** to increase the precept by £5k this would take the annual precept from £123k to £128k for the financial year. This increase would be split to £108k to the Town Council which

equates to an increase of £2k on the previous year and £20k to the Library which is an increase in £3k on the previous year and this is to cover the staffing of the additional opening hours which were agreed part way through the financial year.

## **5/08/01/19 PLANNING**

a. The following Planning Applications were received and reviewed.

### Applications Received

**18/02639/FUL – 2 Meadowfield** – Conversion of existing double garage into kitchen/family room with single storey link to attach garage space to existing house. **RESOLVED** no objections but would like confirmation from Highways that the parking and reversing with the new layout is acceptable.

**18/02514/FUL – The Co-operative Food, Springfield** – Application for painting shop front window frames, doors and render traffic grey B RAL 7043. Installation of 2no. Condensers on level concrete bases in existing palisade plant area to rear of store. Installation of 1no. DA1 & DB2 pack and on level concrete bases in new 2.2m high palisade plant area to rear of store. 2 no. sets of aluminium back to back covered trolley shelters in car park. Trees to be cut back to lamppost around car park entrance totem signage. **RESOLVED** no objections.

### Applications Granted

**18/02042/CPN – Pistachio, 7 Bridge Road** – Proposed change of use for consumption on the premise and for heating up of food.

**18/01091/LBC – Shine Hairdressing** – Retrospective Listed Building Consent for the repainting of premises including windows and doors (as amended 23 October 2018).

**18/02306/FUL – 19 Riversdene** – Demolition of existing rear extension and toilet and construction of new single storey extension.

**18/02215/FUL – 4 Three Tunns Wynd** – Proposed replacement hardwood shopfront.

**18/02361/MRC – Northumbrian Water Limited** – Application for variation / removal of condition relating to Planning Application 18/01018/FUL – Installation of kiosk building.

### Applications Refused

**18/01582/FUL – Tru-Vai 69-71 High Street** – Change of use of land for an outdoor seating area for use in conjunction with the existing business. **RESOLVED** that the Clerk would contact NYCC to ask when they would carry out action to ensure the removal of the outside furniture not only at this premises but other premises along the High Street who do not have approval.

- b. Planning, Development and Enforcement Issues – a new Planning Enforcement Officer has now been appointed and Cllr Wake had received confirmation that we would receive the update reports again from next month. **RESOLVED** to invite the new Planning Enforcement Officer to a future meeting.
- Cllr Canavan raised a concern regarding recent tree work which has taken place along the Levenside to trees which are under a Group Tree Preservation Order. **RESOLVED** that the Clerk would contact HDC Planning to see if a planning application had been approved for this work.
- A report had also been received that 11 Levenside has replaced windows to UPVC without planning approval. **RESOLVED** that the Clerk would raise this as a concern with the HDC Planning Department.

### 6/08/01/19 REVIEW OF ACTIONS FROM LAST MEETING

See the attached Appendix 1.

### 7/08/01/19 FINANCIAL STATEMENTS

1. **RESOLVED** that the financial statements for December 2018 be agreed.
2. **RESOLVED** that the payments made during December 2018 totalling £16308.11 be agreed.
3. Budget and Precept 2019/20 – Members had agreed an increase in the precept of £5k for 2019/20 at its meeting on 11 December 2018. However, at that time we had not received the Council Tax Base information from HDC and therefore the increase had been agreed on a presumption of a small increase in the number of contributing houses. The Council Tax Base information circulated on 21.12.18 had confirmed that this was higher than we anticipated and therefore members agreed that the precept level should be reviewed as there will be additional costs associated with the increase in residents in the future. **RESOLVED** that based on the information provided from HDC on 21.12.18 which showed an increase in the number of contributing properties that the precept should be increased by £9k to £132k from £123k. This would still equate to a nil

increase to each contributing household in Stokesley for the Town Council element. Members also confirmed that the Christmas Lighting Scheme on Stokesley Motors roundabout should be included in the 2019/20 budget.

## **8/08/01/19 MATTERS FOR DISCUSSION**

### **Town Council**

1. Strategic Objectives for 2018/19 – progress review: -
  - a. Cobbles – would be discussed at the Parking Working Group on Monday 14 January 2019.
  - b. Parking – Parking Working Group due to meet on 14 January 2019 and would report back to the next meeting.
  - c. Community Infrastructure Levy (CIL) and Infrastructure Development – **RESOLVED** that members continue to consider any proposals for CIL funding from the central pot managed by HDC and to submit these to the Clerk.
  - d. Public Toilets – a meeting with the Contractor is due to take place on Thursday 10 January 2019 to agree the final specification and to agree a start date. **RESOLVED** to complete the work this financial year with scheme to funded from CIL money.
2. Town Council Surgery – the surgery held on 5 January was hosted by Cllrs Lewis and Oxley. One resident attended and requested that the Co-operative be acknowledged for any money successfully received by MLT over the coming year as part of their donation scheme. It was confirmed that we would formally thank them upon receipt of any money. **Noted.**
3. Hambleton District Council – Make a Difference Fund - Manorial Land Trust Levenside Path Application – Cllr Canavan had circulated a draft submission for members to review. **RESOLVED** that the document circulated by Cllr Canavan circulated on 8.1.19 which incorporated members feedback be submitted to HDC as an application to the Make a Difference Fund. The Town Map was included in this bid and a draft version had been circulated. **RESOLVED** to agree the proposed text as circulated by Cllr Brennan including naming the four public houses. As agreed at the previous meeting the Town Council will print the map this year and offer the businesses promotion opportunities in future years.
4. Press Release Approval – none received but it was **RESOLVED** that Cllr Canavan would draft a press release promoting that the Town Council have achieved the Foundation Level of the Local Council Award Scheme.

### Committees and Working Groups

1. **RESOLVED** that the resignation from Cllr Brennan as a member of the Town Hall Committee be received. No members volunteered to fill the role, so it was agreed to continue with the current membership until the elections have taken place.
2. **RESOLVED** that the resignation from Cllr Brennan as a Trustee on the Globe Board of Trustees be received. Cllr Andy Wake agreed to replace Cllr Brennan in this role.

### North Yorkshire County Council

1. **RESOLVED** that the responses regarding the water pooling on the High Street crossing circulated on 14.12.18 and 2.1.19 be received and that the Clerk seek confirmation as to when the gully cleaning will take place.
2. **RESOLVED** that the letter regarding Urban Highway Grass Cutting circulated on 3.1.19 be received. It was agreed that the Town Council would continue to undertake the grass cutting and receive the payment from NYCC. Town Council Grass Cutting contract – the Clerk had circulated the tender documents for members to review prior to commencing the tender exercise. **RESOLVED** to include the drying ground for monthly cutting in the contract along with strimming twice a year of the footpath on the west side of Riversdene. It was also agreed to increase the areas currently down for 4 cuts per year to 8 cuts per year, this would improve the appearance of the approaches to Stokesley.

### Hambleton District Council

1. **RESOLVED** that the Parish Council elections guidance notes circulated on 18.12.18 be received.

### Police

1. The Police report had been circulated.

### YLCA

1. **RESOLVED** that the letter confirming that Stokesley Town Council has achieved the Foundation Level of the Local Council Award Scheme circulated on 7.12.18 was received. It was agreed to issue a press release acknowledging this achievement as well as including in the next Market Place article.
2. **RESOLVED** that the NJC Salary Scales 2019-2020 circulated on 7.12.18 be received and agreed that the new rates would be introduced from 1 April 2019.

3. **RESOLVED** that the Advice Note Number 12 – Committees of the Council circulated on 24.12.18 was received.
4. **RESOLVED** that the White Rose Update December 2018 circulated on 24.12.18 was received.
5. **RESOLVED** that the NALC Chief Executives Bulletins circulated on 10.12.18 and 24.12.18 were received.

Correspondence/Complaints received

None received.

Items tabled for information

No items received.

The meeting closed at 8.45 pm.

**Town Council Meeting Actions**

<b>Minute No. Date Agreed</b>	<b>Task</b>	<b>Lead Councillor</b>	<b>Responsible Committee</b>	<b>Expected date for completion</b>	<b>Status</b>
6/09/06/15 1.	Manor Close – to commence proceedings to introduce yellow lines	Clerk and Cllr Griffiths	Parking Working Group	<b>On hold until the new long term parking is identified.</b>	This scheme to be included in the overall parking review but introduction of yellow lines in this area would be the responsibility of Highways. <b>Ongoing.</b>
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. The Clerk continues to chase for response. It was agreed to carry out temporary repairs to areas identified with a view to repairs taking place when the cobble refurbishment programme is agreed. <b>Ongoing.</b>
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		Agreed to purchase the camera subject to a response to the questions raised by Cllr Canavan. Response received and circulated on 10.1.19. <b>Ongoing.</b>
12/08/05/18 1.d. 8/11/09/18 1.d.	Public Toilets – to circulated tender documents for quotes.	Cllr Brennan / Cllr Lewis and Clerk	Town Council		Work commenced on 21 January 2019 and it is hoped that it will be complete within 6 weeks. Cllr Oxley is acting as Project Manager for the scheme. <b>Ongoing.</b>
8/12/06/18 1.b.	Parking – negotiations to commence with NYCC on how to implement a trial traffic regulation order in College Square	Cllr Griffiths	Parking Working Group		Cllr Griffiths has commenced communication regarding this and would be the subject of further discussions at the next meeting of the Parking Working Group. <b>Ongoing.</b>



8/12/06/18 1.d.	S106 Funds – to review the current list and resubmit to HDC	Clerk	Town Council	12/02/18	Revised list circulated on 9.1.19 and submitted to HDC for approval. <b>Ongoing.</b>
9/14/08/18 9.	Community Infrastructure Levy (CIL) Charging Structure – to ask HDC why we had not received the 5% surcharge imposed on the building company for late payment as this is part of the receipt and should be paid to us.	Clerk	Town Council	12/02/18	Question raised with HDC – response circulated. Cllr Canavan circulated a draft letter on 22.1.19 for consideration to be submitted to HDC explaining why we do not agree with their response <b>Ongoing.</b>
5/13/11/18 c.	Millies Paddock – to submit a formal complaint to HDC regarding the enforcement issue.	Clerk	Town Council	12/02/18	Complaint issues and response received circulated on 5.12.18. The Clerk to move to the next stage of the Complaints Procedure and also copy any correspondence to the Council Chief Executive. Letter sent as requested. Awaiting a response. <b>Ongoing.</b>
8/11/12/18 YLCA 2.	Example Security Incident Policy – to be recirculated	Clerk	Town Council	8/1/19	Re-circulated as requested. <b>Ongoing.</b>