

STOKESLEY TOWN COUNCIL

**A Meeting of the Town Council was held on Tuesday 8 June 2021 at 7 pm
in Stokesley Town Hall**

Present: Cllrs Mike Canavan, Sean Carey, Bryn Griffiths, Christopher Johnson, Nigel Johnson, David Oxley, Karen Robinson and Andy Wake.

Clerk – Mrs Julie McLuckie. D & S Reporter, Sgt Ross and PC Jones and two residents.

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

Sgt. Ross presented the Police Report for the period 10 May to 7 June 2021. A total of 41 incidents had been reported during this period. Sgt. Ross confirmed that the staffing levels in Stokesley were currently at capacity which is enabling them to carry out more patrols.

Two residents from Neasham House attended the meeting to express their concerns regarding the Old North Club site and the fact that they believe it now has rats within it as well as the pigeons. Members advised the residents that they shared their frustration regarding the poor state of repair of the Old Club and that they continue to push HDC for action on these premises and the neighbouring land. **RESOLVED** that the Clerk would report this issue to the Environmental Health and HDC Enforcement. The residents were also advised to report any issues to HDC Chief Executive and the Environmental Health.

1/08/06/21 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.

2/08/06/21 APOLOGIES FOR ABSENCE

1. **RESOLVED** that the apologies for absence from Cllrs Makinen, Sowerby and Wilson be received.
2. **RESOLVED** that the reasons for absence provided be approved.

3/08/06/21 DECLARATIONS OF INTERESTS IN ITEMS ON THE AGENDA

None received.

4/08/06/21 MINUTES

RESOLVED that the minutes of the Annual Town Council meeting held on 18 May 2021 be agreed and signed as a true record.

5/08/06/21 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

21/00997/FUL Chapters Deli and Café – change of use of manorial land directly in front of Market Place, High Street, for a seating area for chapters Deli & Bar comprising of removable wooden decking and barriers which meet UK pedestrian safety railing standards.

RESOLVED no objections in principle, but the permitted hours should be the same as included in the Green Man and Tru-Vai approvals and the drawing should clearly indicate that the decking is to be set a minimum of 1 metre from the road edge and that the decking should be in line with the footpath to ensure a smooth transition.

Applications Granted

21/00230/FUL - TRU VAI 69-71 High Street – change of use of manorial lands directly in front of 69-71 High Street, seating area for Bar TRU VAI, with wooden decking and barriers.

21/00001/FUL – The Mill at Springfield – Retrospective application for the creation of an external seating area and conversion of outhouse building into drinking pods.

21/00558/FUL – 28 Springfield – Change of use from garage to habitable accommodation and internal alterations.

2. Planning and Development. No report received from HDC. **RESOLVED** that Clerk would write to West Green deli to remind them that they do not have street furniture authorisation and therefore should refrain from putting tables and chairs outside.

- a. Provision of lighting at the Tanton Road junction update – **RESOLVED** that the Clerk request that enforcement proceedings now commence as no planning application has been received.
- b. Improvements to the Stokesley Footpath 10.140/2/2 update – **RESOLVED** that the Clerk request that enforcement proceedings now commence as no planning application has been received.

6/08/06/21 REVIEW OF ACTIONS FROM LAST MEETING

See the attached Appendix 1.

7/08/06/21 FINANCIAL STATEMENTS

1. **RESOLVED** to agree the financial statements for May 2021.
2. **RESOLVED** that the payments made during May 2021 totalling £14499.44 were agreed.
3. **RESOLVED** that the Annual Internal Audit Return for 2020/21 included at page 3 of the Annual Governance and Accountability Return 2020/21 be received.
4. **RESOLVED** that Section 1 – Annual Governance Statement 2020/21 for Stokesley Town Council on page 4 of the Annual Governance and Accountability Return 2020/21 be approved.
5. **RESOLVED** that Section 2 – Accounting Statements 2020/21 for Stokesley Town Council on page 5 of the Annual Governance and Accountability Return for 2020/21 be approved.
6. **RESOLVED** that the Internal Auditor’s written report be received.
7. **RESOLVED** that the Investment Income Accounts Statements for May 2021 for both the Town Council and Manorial Lands Trust circulated on 2.6.21 be received.

8/08/06/21 TO REVIEW AND ADOPT ALL CURRENT POLICIES

RESOLVED that the following current policies were reviewed and adopted for the coming year.

- Standing Orders.
- Financial Regulations.
- Financial Risk Management and Control.
- Scheme of delegation.
- Code of Conduct.
- Disciplinary and Grievance Policies and Arrangements.

- Complaints Procedure.
- Health and Safety Policy.
- Risk Management Strategy.
- Press and Media Policy.
- Publication Scheme.
- Effective Management of Recording at Council Meetings Policy.
- Sickness Absence Policy.
- Data Protection Policy.
- Freedom of Information Policy.
- Archiving and Retention Policy.
- CCTV Policy.
- Equality Policy.
- Training Policy
- Community Engagement Strategy.
- Grant Awarding Policy.
- Investment Strategy.
- Equal Opportunities Policy.
- Dignity at Work Policy.
- Security Incident Policy.
- Appraisal Policy.
- Information & IT Policy.
- Lone Worker & Violence at Work Policy.
- Mobile Phone Policy.
- Recruitment & Selection Policy.

9/08/06/21 MATTERS FOR DISCUSSION

Town Council

1. Strategic Objectives for 2021/22.
 - a. Cobbles – **RESOLVED** that a meeting be arranged between the Town Council and HDC be arranged during July to discuss the tender documentation.
 - b. Parking – **RESOLVED** that Cllr Canavan would chase PATROL for their response regarding enforcement by a Town Council. Following a request from the Police to refresh the white lines outside the station Members agreed that it was not financially viable to pay a company to just repaint those lines but that they would be included in the future re-marking of the cobbles project.
 - c. River Leven Project – Cllr Oxley confirmed that the planning application has been submitted but is not registered yet. Cllr Nigel Johnson reported that some of the paving slabs are now loose following the work carried out by the Tees River Trust. **RESOLVED** that Cllr Oxley would report the loose paving to the Environment Agency as they had appointed Tees River Trust to carry out the work on their behalf.
 - d. Developing Stokesley as a Gateway to the North York Moors – Cllr Oxley provided an update following a meeting where they had agreed to progress the following areas:-
Parking, Footfall (data to provide more information), Bus companies to encourage them to add Stokesley to their tours, Events promotion (not only Town Hall but all events taking place in the Town), consider hosting a beer festival. **RESOLVED** that the Stokesley Bounce Back and Gateway to the North York Moors become part of the Communications and Events Committee.
 - e. Climate Action (including Electrical Vehicle Charging Points (EVCP) – Cllr Nigel Johnson had circulated an outline proposal on what type of units to install and where they should be positioned. **RESOLVED** that this proposal was agreed and the group could progress.
2. 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.
3. Coronavirus Update – no further update, waiting to see if we can move to the final stage on 21 June.
4. Press Release Approval – none submitted. Cllr Canavan advised members that the deadline for the next newsletter is Friday and asked for any items to be submitted to him by Thursday.
5. Fair Trade Signs – **RESOLVED** that the response from Highways circulated on 24.5.21 be received. Cllr Griffiths would arrange a meeting with Area 2 to discuss what would be acceptable.

6. Bridleway No. 10.140/19 – Levenside to Rosehill Drive, Stokesley, Modification Order 2021. **RESOLVED** that the response drafted by Cllr Canavan be received and agreed. The Clerk to write to the Appeals Officer to confirm that Stokesley Town Council as a body are fully supportive of the comments submitted by Cllr Canavan. Members were asked to review the response from the British Horse Society and provide any comments to Cllr Canavan before the response deadline date of 13 July 2021.
7. Information / Interpretation Panels & Fingerposts – Cllrs Chris Johnson and Oxley had submitted a proposal for two fingers posts, one adjacent to the Showfield Car Park and one outside what was the Natwest Bank (where the tourist information board used to be). A revised quote had been circulated which confirmed that the cost for the two posts would be £2737.00 excluding VAT. **RESOLVED** that members agreed to place the order for the two finger posts as outlined in the quote.
8. Town Hall Clock – Cllr Canavan during his review of the old minutes had established that the current clock was purchased by the Round Table. **RESOLVED** that as the Round Table no longer exist in Stokesley the Clerk should obtain quotes to purchase a new clock and that consideration would be given to making this a platinum jubilee clock.
9. Display Screen Equipment Users Free Eye Test Policy – **RESOLVED** that the policy circulated on 26.5.21 be received and agreed.
10. CIL report for 2020/21 – **RESOLVED** that the draft CIL report circulated on 25.5.21 be received and agreed. This coming year would see the CIL funds allocated to the Levenside Improvement Project.
11. Radar key to the public accessible toilet **RESOLVED** that the Clerk would investigate options around fitting a radar key to the accessible toilet that could be utilised out of hours only as the facility needs to be open during the day to enable use of the baby change facilities.
12. Broken bench at the West Green bus stop. **RESOLVED** that this bench should be replaced and offered as a suitable place for a memorial bench.

Committees and Working Groups

1. **RESOLVED** that the feedback from the Climate Action (electrical vehicle charging points) Working Group from their meeting held on 24 May 2021 be received.

North Yorkshire County Council

1. **RESOLVED** that the COVID 19 Updates be received.
2. **RESOLVED** that the letter confirming that NY Highways launched on Tuesday 1 June 2021 and that they will be responsible for delivery of operational highway services circulated on 27.5.21 be received.

Hambleton District Council

1. **RESOLVED** that the Members Coronavirus Response Briefings be received.
2. **RESOLVED** that the Application for a Premises Licence for the Yorkshire Store, 45 High Street, Stokesley circulated on 18.5.21 be received. Members confirmed that they have no objections to this application.
3. **RESOLVED** that the Certificate of Registration for the Stokesley Scout and Guide Headquarters, 39 North Road, Stokesley, TS9 5DZ circulated on 17.5.21 be received.

Police

1. **RESOLVED** that the monthly statistics report be received.
2. **RESOLVED** that the updates following consultation with residents regarding the Play Park hedge circulated on 24.5.21 and 7.6.21 be received. Members agreed that this hedge should be cut back. The Clerk would meet with the contractor to agree the specification.

YLCA

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

Correspondence/Complaints received

1. **RESOLVED** that the S137 Grant Application for £125 to cover the room hire in the Town Hall for Macmillan Mighty Hikers fund raising quiz circulated on 26.5.22 be received and agreed subject to confirmation from Macmillan that at least £125 has been spent in Stokesley.
2. **RESOLVED** that the correspondence requesting an area be designated for off road dirt bikes and quad bikes circulated on 25.5.21 be received. The Clerk would forward the correspondence to HDC for their consideration as unfortunately we have no suitable land.
3. **RESOLVED** that the request to install a bench between Malvern Drive and the Riverside (verbal request) be received. It was agreed that Cllr Canavan and Chris Johnson would meet with the resident to identify the area for the bench installation which was agreed in principle.

Items tabled for information

RESOLVED to move the September Town Council meeting from 14 September to 21 September because of Fair Week.

The meeting closed at 9.05 pm.

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.
12/18/05/21 7.	Cleaning the War Memorial	Cllr Oxley	Town Council		The cleaning of the war memorial was now complete. Cllr Oxley would obtain quotes to repair and refresh the railings and install an improved footpath. Ongoing.