

STOKESLEY TOWN COUNCIL

**A Meeting was held in the Town Hall, Stokesley, on Tuesday,
The 9 October 2018**

Present: Cllrs Ian Blakemore, Stewart Brennan, Mike Canavan, Sean Carey, Chris Johnson, Carol Lewis, David Oxley, Graham Sowerby and Andy Wake.

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

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

The owner of Mill Riggs Farm provided members with a brief overview of the proposed ‘Care Home’ Development and confirmed that the plans had now been submitted. Members did express their concern regarding pedestrian access and although the facility would be seen as a residential facility for those incapable of getting out and about on their own there is always the possibility that family and / or friends may wish to take them out. Therefore, it was agreed that this should be a consideration. **Agreed.**

District Cllr Andy Wake advised that he continues to pursue issues with Kier and had successfully made them remove the unauthorised flag. Current concerns are the removal of hedge and trees and a drain installation which has been left in a poor state. Cllr Wake continue to try and secure a meeting between Kier, HDC and residents. **Noted.**

1/09/10/18 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.

Cllr David Oxley was welcomed to this his first meeting as a Town Councillor.

2/09/10/18 APOLOGIES FOR ABSENCE

Apologies for absence were received Cllrs Bryn Griffiths and Caroline Seymour and District Cllr Stephen Dickins.

3/09/10/18 DECLARATIONS OF INTERESTS IN ITEMS ON THE AGENDA

None declared.

4/09/10/18 MINUTES

The minutes of the Town Council held on 11 September 2018 were agreed and signed as a true record.

5/09/10/18 PLANNING

a. The following Planning Applications were received and reviewed.

Applications Received

18/01766/LBC Spears Travel – replacement of 5no wooden sash and casement windows to UPVC woodgrain windows to front eastern elevation. ***No objections.***

18/00008/TPO2 – HDC TPO 2018 No 8 – (land to rear of 11-31 Woodlands Walk) to replace TPO 18/0004/TPO2. ***No objections.***

18/01900/FUL – 20 West Green – Removal of existing brick wall and gate post and replace with wrought iron railings. ***No objections.***

18/01971/FUL – Strikes Garden Centre – Construction of garden centre shop, canopies, restaurant and outdoor sales area along with associated parking, store, service yard and landscaping. Cllr Canavan had provided a comprehensive report and analysis on the impact that the increase in floor space may have on the High Street which was submitted to HDC Planning. ***Members support the re-build of Strikes Garden Centre but would welcome an independent retail assessment on the impact that the increased floor space (in particular in the café area) may have on the High Street. They would also welcome a condition to improve the footpaths to the High Street to build on the agreement from the business owners to promote the High Street.***

18/02021/FUL – 8 The Avenue – Demolish attached single storey garage, rear kitchen & conservatory and construct a two-storey side extension including integral garage & single storey kitchen. ***No objections.***

18/02035/FUL – 27 Tameside – Retrospective application for the construction of a new boundary fence to the rear of property. **Object – land ownership needs to be confirmed – this fence has been used to increase the area of the property’s garden and has removed open space. The concrete foundation blocks used extend beyond the fence line and are a tripping hazard to pedestrians and make grass cutting difficult.**

18/01582/FUL – Tru-Vai 69 – 71 High Street – Change of use of land of an outdoor seating area for use in conjunction with the existing business. **Object as this would mean that the footpath was reduced to less than 2 m and causes an obstruction for pedestrians, they have a rear court yard which can be used for outside seating. Their license does not allow the consumption of alcohol outside the premises.**

18/02019/FUL – Mill Riggs Farm – Demolition of existing house and associated buildings. Change of use of land and the construction of a Care Home (Use Class c2) together with change of use of land to include a service yard and refuse area, associated landscaping and car parking. **The Clerk was asked to seek agreement that this be deferred to the next meeting to enable a full review of all the documents.**

18/02042/CPN – Pistachio, 7 Bridge Road – Proposed change of use for consumption on the premises and for heating up of food. **No objections but members would like to see the business provided with information regarding signage and street furniture etc in a conservation area prior to them installing.**

Applications Granted

18/0141/FUL – 48 Tameside – Single storey extension to rear together with extension to garage at front and workshop extension to side at rear.

18/01503/FUL – 12 Ashwood Drive – Removal of existing conifer hedge and replace with new 2-metre-high panel timber boundary.

18/01523/FUL – 26 Meadowfield – Demolition of conservatory replace with single storey extension.

18/01674/FUL – 17 Beechwood Avenue – Proposed construction of conservatory to rear of property.

- b. Planning, Development and Enforcement Issues – the Clerk was asked to obtain an update from both HDC Enforcement on all the outstanding issues and also NYCC on the street licensing issues. **Agreed.** It was noted that Shine had now been painted a lighter colour. The Clerk was asked to confirm with the Conservation Officer that this was now appropriate. **Agreed.**

6/09/10/18 REVIEW OF ACTIONS FROM LAST MEETING

See the attached Appendix 1.

7/09/10/18 FINANCIAL STATEMENTS

1. The financial statements for September 2018 were agreed and had been reviewed and signed by Cllrs Brennan and Sowerby. **Agreed.**
2. The payments made during September 2018 totalling £15526.45 were agreed. **Agreed.**
3. The Annual Governance & Accountability Return for the year ended 31 March 2018 from PKF Littlejohn circulated on 27.9.18 was received and agreed. **Agreed.**
4. The Investment Update from Redmayne Bentley regarding the John Laing Infrastructure Fund Ltd – Scheme of Agreement circulated on 24.9.18 was received and noted. **Noted.**

8/09/10/18 MATTERS FOR DISCUSSION

Town Council

1. Strategic Objectives for 2018/19 – progress review: -
 - a. Cobbles – the correspondence from HDC regarding the surrender of the lease was received. The Clerk was asked to contact the architects with a view to arranging a meeting between Cllrs Brennan, Oxley and HDC. Cllr Canavan would lead on working with the Solicitors to secure the surrender of the lease including the Traffic Regulation Orders. **Agreed.**
 - b. Parking – no further update. **Agreed.**
 - c. Community Infrastructure Levy (CIL) and Infrastructure Development – members were asked to submit any proposals for CIL funding from the central pot managed by HDC to the Clerk prior to the next meeting. **Agreed.**
 - d. Public Toilets – As agreed at the last meeting, Cllrs Brennan, Lewis and the Clerk had met with the preferred contractor to review the scope of work. We were now waiting for a final quote based on these revisions which would then be shared with Town Council for approval. **Noted.**
2. Town Council Surgery – the surgery held on 6 October 2018 was hosted by Cllrs Brennan and Sowerby. Three residents attended and raised the following issues:
Thank you for the hedge work that had taken place on the Paddock. **Noted.**

Water Pooling on the main crossing on the High Street outside Boyes, concerned that this will freeze in the winter. The Clerk confirmed that she would report this again to Highways but advised that they had refused to do anything when she last reported it. **Noted.**

Stokesley Motors parking 'apron' – concerned that the double parking blocks the footpath access for school children. The Clerk would report this to Highways. **Agreed.**

Willow Tree at the side of 1 Cedarwood is in a dangerous condition. The Clerk would report this to NYCC as the tree is their responsibility. **Agreed.**

Dog Litter Bin in Cedarwood Avenue – requested that consideration be given to this been moved.

Tanton Road Traffic Calming – request for redirection of traffic along the bypass into Town and Tanton be for the housing estates traffic. Request for a safe crossing area on the bend. **Noted.**

2. Press Release Approval – it was noted that there would be an update on the Food Fest social media in the next few days. **Noted.**
3. Food Fest Review – a meeting would be arranged in the next couple of weeks to finalise the accounts associated with the Food Fest Event and to carry out a full review and receive any feedback. **Agreed.**
4. Christmas Late Night Event Update – a meeting is scheduled to take place on Monday 15 October 2018 and local businesses have been invited. **Noted.**
5. Neighbourhood Plan – following a request for a progress update from HDC it was formally agreed to no longer pursue a Neighbourhood Plan. This is because the amount of work involved and the expenditure it would cost was not seen as 'value for money'. The Town Council is currently working on several other projects that would see real benefits to the Town. **Agreed.**
6. Code of Conduct – Declarations of Interests – it was agreed that Appendix 2 of our Code of Conduct should be amended to include 'Trustee of Stokesley Town Hall Trust and Stokesley Manorial Lands Trust'. **Agreed.**
7. Town Warden Contractor – the Clerk presented the proposal to employ a contractor to carry out duties across the Town. Members agreed this proposal in principal and asked that the Employment Committee look at it in more detail including the number of contracted hours etc. **Agreed.**
8. Town WiFi Update – members were concerned that this was still not working correctly and asked that the Clerk contact the provider to advise that they are in breach of their contract and that we would be ceasing payment until this was rectified. **Agreed.**

Committees and Working Groups

1. The minutes from the Employment Committee held on 3 October 2018 were received. **Noted.**
2. The appointment of Cllr David Oxley to the Allotments Committee, Health and Safety Committee and the Town Hall Committee was agreed. Cllr Oxley has also confirmed that he is happy to be involved in the River Leven Project Working Group and the Public Toilets refurbishment. **Agreed.**

North Yorkshire County Council

1. The Parish Survey on Vehicle Activated Speed signs or Speed Indicator Devices circulated on 28.9.18 was received. **Noted.**

Hambleton District Council

1. The Certificate of Registration for a new property / address - 18B Levenside circulated on 13.9.18 was received. **Noted.**
2. The Parish Precept – Arrangements for the Financial Year 2019/20 circulated on 24.9.18 was received. **Noted.**

Police

1. The monthly statistics report was received. It was noted that a total of 19 incidents had been reported between 9 September and 7 October 2018. Members were disappointed that the report did not contain information regarding the location of the incident and asked that this be reinstated next month. **Noted.**

YLCA

1. To receive the NALC Chief Executives Bulletins circulated on 11.9.18, 24.9.18 and 2.10.18. **Noted.**

Correspondence/Complaints received

1. The Citizens Advice Mid – North Yorkshire Annual Report 2017-18 circulated on 6.9.18 was received. **Noted.**
2. The response from the residents of 20 Malvern Drive circulated on 10.9.18 was received. The Clerk would confirm that there the work to remove the poplar trees and tidy the riverside would take place in the coming weeks. **Agreed.**
3. The correspondence from the Police and Crime Commissioner Community Mapping Project Officer circulated on 10.9.18 was received. **Noted.**

4. The response from the office of the Police and Crime Commissioner regarding the rear gates at the Police Station circulated on 1.10.18 was received and the Town Council look forward to seeing the gates refurbished to an appropriate standard. **Noted.**
5. The correspondence from SPIOTA requesting their annual grant towards the flower displays circulated on 2.10.18 and the completed grant form circulated on 8.10.18 were received. The grant request for £1,750 was agreed to be paid from S137 funds and that they be asked to attend the Annual Town Meeting to provide an update on their work. **Agreed.** It was agreed that in future any requests over £1,000 should only be considered based on a presentation to the Town Council in support of their application. **Agreed.**
6. The grant application from the Toddler Group to cover the room hire costs of £500 per annum circulated on 2.10.18 was received and agreed. **Agreed.**

Items tabled for information

No items received.

9/09/10/18 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.

10/09/10/18 EMPLOYMENT COMMITTEE UPDATE

An update on the contract amendment request was provided. Members were also advised that all the Stewards and Caretaker have been asked to refresh themselves with their signed contract and some specific areas had been highlighted to them. They were also reminded that non-compliance could result in disciplinary action and a copy of the 'Disciplinary and Grievance Policy' had been included. They had all been asked to sign to confirm receipt of the documents and that they have read and understood them.

The meeting closed at 9 pm.

Town Council Meeting Actions

Minute No. Date Agreed	Task	Lead Councillor	Responsible Committee	Expected date for completion	Status
6/09/06/15 1.	Manor Close – to commence proceedings to introduce yellow lines	Clerk and Cllr Griffiths	Parking Working Group	On hold until the new long term parking is identified.	This scheme to be included in the overall parking review but introduction of yellow lines in this area would be the responsibility of Highways. Ongoing.
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. Ongoing.
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		Due to ongoing problems it was agreed to purchase a CCTV camera for the Play Park which will be monitored and ran through HDC. The Clerk met with HDC and their provider and has circulated the quote for consideration. Ongoing.

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		Cllr Brennan and Lewis along with the Clerk met with the preferred contractor and reviewed the scope of work. A revised quote would now be issued for members to consider. Ongoing.
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. Ongoing.
8/12/06/18 1.d.	S106 Funds – to review the current list and resubmit to HDC	Clerk	Town Council	9/10/18	Ongoing.
10/7/18 Updated 11/9/18	HDC Parking Consultation – to raise our concerns with HDC	Cllr Wake	Town Council	09/10/18	Cllrs Carey and Wake had met with the Leader of HDC to discuss Stokesley Town Council purchasing the Showfield Car Park or taking over the lease. He had agreed that he would look into this and report back. Closed.
9/14/18/18 9.	Community Infrastructure Levy (CIL) Charging Structure – to ask HDC why we had not received the 5% surcharge imposed on the building company for	Clerk	Town Council	11/09/18	Question raised with HDC – awaiting a response. Ongoing.

	late payment as this is part of the receipt and should be paid to us.				
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