

TOWN HALL AND MANORIAL LANDS TRUST

A Zoom Meeting was held on Thursday 1 October 2020

Present: Cllrs Mike Canavan, Chris Johnson, Nigel Johnson, Katriina Makinen, David Oxley, Karen Robinson, Graham Sowerby and Andy Wake.

Clerk –Mrs Julie McLuckie.

1/01/10/20 APOLOGIES FOR ABSENCE

RESOLVED to receive and accept the apologies from Cllr Bryn Griffiths.

2/01/10/20 MINUTES OF THE PREVIOUS MEETINGS

RESOLVED that the minutes of the meeting held on 6 August 2020 be approved.

3/01/10/20 REVIEW OF ACTIONS LIST FROM THE PREVIOUS MEETING

No further updates.

4/01/10/20 FINANCIAL STATEMENTS

- a. **RESOLVED** that the monthly financial statements for August and September 2020 be agreed.
- b. **RESOLVED** that the shortfall due to lack of income was discussed and noted. Both the Town Hall and Manorial Lands Trust had received a £10k grant and the Town Hall had also received a grant for £4938 from the Community Lottery fund to cover the annual insurance invoice. However, this would not cover the losses and both Trusts may have to rely on utilising some of the reserves.
- c. **RESOLVED** that the end of year financial forecasts for each of the Trusts would have to be updated in light of the COVID 19 pandemic. Both Trusts would have a shortfall against the predicted income despite receiving a £10k grant. Cllr Canavan would provide members with a revised forecast detailing possible outcomes based on the current information.
- d. **RESOLVED** that the Unaudited Financial Statements for Stokesley Town Hall Trust for the year ending 31 March 2020 circulated on 25.9.20 be received and approved.
- e. **RESOLVED** that the Unaudited Financial Statements for Stokesley Manorial Lands Trust for the year ending 31 March 2020 circulated on 25.9.20 be received and approved.
- f. **RESOLVED** that the draft Stokesley Town Hall Trust Annual Report and Financial Accounts for the year ended 31 March 2020 circulated on 30.9.20 be received and approved.
- g. **RESOLVED** that the draft Stokesley Manorial Lands Trust Annual Report and Financial Accounts for the year ended 31 March 2020 circulated on 30.9.20 be received and approved.

5/01/10/20 TOWN HALL TRUST

- a. Town Hall Re-opening update – the Clerk confirmed that several groups have now returned and that some coffee mornings are taking place on a Friday. Additional craft and gift stall events have been planned to accommodate the additional interest in attending and these will be promoted. Both the Monday and Wednesday Art Classes have returned as well as a new Children’s dance class and youth club. **RESOLVED** that the Clerk would commence promoting the weekly activities in the notice board. Cllr Makinen would include the Town Hall promotion in the Communications Plan which she had been asked to develop through the Communications and Events Committee.
- b. Staffing Update – **RESOLVED** that the Town Hall Steward who had previously been furloughed had returned to work at the beginning of September. This was to cover annual leave and the increased opening hours for the Town Hall now several groups have returned.

6/01/10/20 MANORIAL LANDS TRUST

- a. Market Update –
 - i. Friday Market – the market continues to regain strength and the Clerk has arranged for some additional casual stalls to attend and will continue to review with an aim to increase the number of stalls.
 - ii. Farmers Market – continues to be well attended and supported. The October Market will be covered by a film crew who will be hosting interviews and filming the market which would be a good promotion for Stokesley.
- b. Levenside Update – Cllr Oxley updated members on the progress to date and confirmed that the Public Consultation had been well attended and received. The display is now set up in the Town Hall entrance and the pictures have been posted online. Members of the River Leven Project Working Group would offer to meet with members of the River Leven Group either in the Town Hall or via Zoom so they could answer any questions they may have. **RESOLVED** that all the comments received will be analysed by ECB Design who would provide a report and feedback. A final planning application will then be produced and submitted to HDC. The planning application can also be used to try and seek grant funding for the project.
- c. Stokesley Bounce Back – Cllr C Johnson confirmed that 6 of the agreed 10 Cycle racks have been installed and the other 4 will be installed upon delivery. A wall mounted cycle rack has been installed at West Green deli and a similar one would be installed at the White Swan. Cllr Johnson had been interviewed on Radio Tees regarding the project and the D&S reported and Evening Gazette reporter were due to attend Stokesley on Saturday 3 October to take photographs and write an article on the new cycle racks project. The Clerk confirmed that the revised Town map was now with the printers and should be available in the next two weeks along with the display holders. **RESOLVED** that the next action would be to obtain costs for Notice Boards to display an enlarged copy of the map to be installed at either end of the Town and

adjacent to the bus stop. Cllr Wake would obtain the financial figures for the HDC car park as part of the ongoing proposal to try and secure additional parking. Cllr Carey to provide an update on the discussions with the Co-op. It was agreed that the bin from outside Sadlers should be moved to the West Green, the Clerk would review the bins along the High Street to confirm if there were any gaps that would require an additional bin. Cllr Canavan would draft a list of bullet points to enable an informed discussion with each of the businesses who are considering applying for planning to install decking over the cobbled areas. This would provide detail on the proposed licence agreement and charging proposals.

- d. Stokesley Fair – **RESOLVED** that a meeting to discuss the impact of the Fair not attending this year and in particular the loss of revenue from this against the licence agreement should be discussed at a meeting directly following the Town Council meeting on 13 October 2020. The Clerk would circulate a copy of the licence agreement in advance and try to obtain advice from Cllr Carey.

7/01/10/20 E-MAIL DECISIONS

None received.

The meeting closed at 8.20 pm

Signed Date