

## TOWN HALL AND MANORIAL LANDS TRUST

A Meeting was held in the Town Hall, Stokesley, on Thursday  
the 2 August 2018

**Present:** Cllrs Ian Blakemore, Mike Canavan, Sean Carey, Chris Johnson and Carol Lewis.  
Clerk –Mrs Julie McLuckie.

*Cllr Canavan chaired the meeting.*

### **1/02/08/18 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs Stewart Brennan, Bryn Griffiths, Caroline Seymour, Graham Sowerby and Andy Wake.

### **2/02/08/18 MINUTES OF THE PREVIOUS MEETINGS**

The minutes of the meeting held on 7 June 2018 were agreed. **Agreed.**

The Clerk confirmed that promotion of the 'Amazon Smile' has taken place. **Noted.**

The Clerk also confirmed that she informed the owners of Chestnut House that Trustees did not agree that the leased area of land adjacent to their property required resurfacing. However, if they wanted to re-surface it at their own cost this would be considered upon receipt of a letter confirming their proposals. **Noted.**

### **3/02/08/18 FINANCIAL STATEMENTS**

1. The monthly statements for June and July 2018 were agreed. Cllr Canavan asked that the Toddler Group be issued with a Grant form and that this should be paid out of S137 funds from the Town Council. **Agreed.**
2. The proposed increase submitted by Auditors for completion of the annual audit work for both the Town Hall Trust and Manorial Lands Trust circulated on 18.7.18 was received. It was noted that there had been no increase in Audit costs since Chipchase Manners

were appointed, it was therefore agreed that the increase should be paid this year. Members also agreed to the increase for next year but asked that the Clerk try and secure this as a fixed rate for a period of three years. **Agreed.**

#### **4/02/08/18 REVIEW OF ACTIONS FROM LAST MEETING**

The Actions List and Updates were received and noted.

#### **5/02/08/18 TOWN HALL TRUST**

1. Town Hall Committee – it was noted that we need additional membership on this Committee following the resignation of Cllr Chisholm. The Clerk was asked to look at options around this and if necessary to consider moving the meetings to an evening.

**Noted.**

The Management Advisory Committee constitution is now signed. **Noted.**

The Bar refurbishment funding application will not be reviewed by Impetus until September now due to a meeting cancellation.

**Noted.**

Cllr Canavan confirmed that he had submitted a funding application to Yorkshire Building Society for tables and chairs. **Noted.**

Cllr Lewis thanked the Assistant Clerk for the new informative events brochure that she had produced. **Noted.**

2. The audited accounts for Stokesley Town Hall Trust completed by Chipchase Manners circulated on 4.7.18 were received. It was agreed that any amendments should be submitted to the Clerk by Friday 17 August 2018. **Agreed.**

#### **6/02/08/18 MANORIAL LANDS TRUST**

1. Market Update

- a. Friday Market – it was noted that the rent from the Friday Market is down on the previous year and we need to look at new ways to promote the Friday market. The Clerk confirmed that she has placed an article on our website. One issue is around the parking which is limited on a Friday and the decrease in public transport also has had a negative effect of the market. Members wondered if the stall holders have considered staying later as they may get additional trade when residents finish work. The Clerk in her role as Market Superintendent would discuss this with them and advise that the Trustees would be happy for them to remain later.

**Noted.**

- b. Farmers Market – continues to be successful and the increased number of stalls and road closure is working well. **Noted.**

2. Levenside Update – no further updates.

3. Cobbles –. **Noted.**
  - a. Packhorse Bridge – the Clerk had contacted Fodens seeking a date when they could commence this work. **Agreed.**
  - b. Cllrs Brennan and Canavan had met with the contractor to review the areas that require repair and we are waiting for the quote. **Noted.** It was agreed to tarmac areas that are deemed dangerous on the grounds of health and safety as an interim measure. **Agreed.**
3. The audited accounts for Stokesley Manorial Lands Trust completed by Chipchase Manners circulated on 4.7.18 were received. It was agreed that any amendments should be submitted to the Clerk by Friday 17 August 2018. **Agreed.**
4. The correspondence from the Friday Market Fishmonger requesting an additional pitch on a Thursday was received. It was agreed that he could park in the lay-by in front of the Town Hall and the fee would be the same as the Friday Market. **Agreed.**
5. Underground Power Supply – Cllr Canavan had circulated an update to members and confirmed that the next stage would be to agree Wayleaves. Cllr Canavan would also contact BT to see if they would consider removing their posts and installing their cables underground. **Agreed.**

### Trust Meeting Actions

Minute No. Date Agreed	Task	Lead Councillor	Responsible Committee	Expected date for completion	Status
6/01/02/18 2.	Levenside – a specification to be drawn up for the work to the river wall and river footpaths that could then be used to go out to tender with.	Levenside Project Working Group	Levenside Project Working Group		Initial meeting of the Levenside Project Working Group scheduled to take place on Thursday 27 September 2018. <b>Ongoing.</b>
7.6.18 2.c.	Levenside – to identify initial third-party funding / donations for the design stage (Phase 1) of the project.	Levenside Project Working Group	Levenside Project Working Group		<b>Ongoing.</b>
7.6.18 2.e.	Levenside – to identify a shortlist of candidates to complete the design stage (Phase 1) of the project and appoint a preferred option with a specific contract and associated costs.	Levenside Project Working Group	Levenside Project Working Group		<b>Ongoing.</b>

