

TOWN HALL AND MANORIAL LANDS TRUST

A Meeting was held in the Town Hall, Stokesley, on Thursday
the 4 October 2018

Present: Cllrs Stewart Brennan, Mike Canavan, Sean Carey, Bryn Griffiths, Chris Johnson, Carol Lewis and Graham Sowerby.
Clerk –Mrs Julie McLuckie.

1/04/10/18 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs Ian Blakemore, David Oxley, Caroline Seymour and Andy Wake.

2/04/10/18 MINUTES OF THE PREVIOUS MEETINGS

The minutes of the meeting held on 2 August 2018 were agreed. **Agreed.**

3/04/10/18 FINANCIAL STATEMENTS

1. The monthly statements for August and September 2018 were agreed. **Agreed.**

4/04/10/18 REVIEW OF ACTIONS FROM LAST MEETING

The Actions List and Updates were received and noted.

5/04/10/18 TOWN HALL TRUST

1. Town Hall Committee – Cllr Brennan updated members on the Town Hall Forward Plan. The Town Hall Management Advisory Committee continue to be concerned about the roof it was therefore agreed that this should be reviewed again next year. **Noted.** We had been unsuccessful in our application for a grant from Impetus for the bar refurbishment. We continue to look for other grant opportunities, but the Clerk requested that Trustees consider this scheme go ahead funded by Manorial Lands Trust (MLT). We have secured three quotes and identified our preferred contractor. To date we had not transferred any funds from Manorial Land

and therefore if the scheme could be paid for by MLT it means we can give the contractor the go ahead. It was also noted that he would build a lot of the bar externally and then bring on site to install which would minimise the level of disruption. Trustees agreed to consider this option. **Agreed.**

It had been agreed to carry out the damp proofing on either side of the entrance door and in the Clerk's office, both these areas will then be redecorated. **Noted.**

Cllr Canavan had provided an in-depth analysis on the Town Hall bookings which had also been circulated to Trustees. **Noted.** Cllr Canavan asked that consideration be given to purchasing a 'coffee machine' that would enable the coffee mornings to provide varied coffee's. **Agreed to consider this option.** Stewards Desk – the Clerk continues to chase the joiner to carry out the repairs. **Noted.** Cllr Canavan advised that the grant submitted to Yorkshire Building Society would be reviewed later this month. **Noted.**

2. The audited accounts for Stokesley Town Hall Trust completed by Chipchase Manners circulated on 24.9.18 were received. The Clerk was asked to confirm the £12k income detailed within the report prior to approval. **Agreed.**
3. The Town Hall Trust Annual Report and Financial Accounts for the Year Ended 31 March 2018 was received but approval was deferred until the Clerk had confirmed the detail of the £12k income. **Agreed.**

6/04/10/18 MANORIAL LANDS TRUST

1. Market Update
 - a. Friday Market – we have had a few new stalls which are regularly attending although still on a casual basis. The fish stall on a Thursday is proving successful. **Noted.**
 - b. Farmers Market – continues to be successful and the increased number of stalls and road closure is working well. A copy of the article that had appeared in the Market Times had been circulated. It was agreed to add a link to the article through our website and to see if the local media could promote. **Agreed.**
2. Levenside Update – no further updates.
3. Cobbles –
 - a. Packhorse Bridge – the Clerk had met with Fodens and he advised that he was having difficulty getting hold of the setts, the Clerk asked him to bring some samples of what he can provide so that Trustees can make a decision. **Agreed.**
 - b. The Clerk asked that Trustees e-mail with the details of any cobbled areas that require emergency repairs so that we can get them filled. **Agreed.**

4. The audited accounts for Stokesley Manorial Lands Trust completed by Chipchase Manners circulated on 24.9.18 were received and agreed. **Agreed.**
5. The Manorial Lands Trust Annual Report and Financial Accounts for the Year Ended 31 March 2018 was received and agreed. **Agreed.**
6. Stokesley Fair Review and Deposit refund – the fair had taken place with no issues reported. It was agreed to refund the deposit to Mr Crow. **Agreed.**
7. The correspondence from the Northern Dales Farmers Market regarding the Stokesley Food Fest circulated on 10.9.18 was received. The concern raised had been resolved with the marquee not been erected until Saturday afternoon and the Farmers Market had kindly agreed to call time at 1.30 pm to accommodate this. **Noted.**
8. Dropped Kerb at Leven Wynd – Cllr Griffiths proposed installing a drop kerb funded from his budget at the top of Leven Wynd. This would be installed by NYCC and would be at zero cost to the Town Council. **Agreed.**
9. Skips on Manorial Land – it was agreed to introduce with immediate effect the same charging regime as NYCC for skips on Manorial Land. **Agreed.** The Clerk was asked to write to the owners of 6 College Square regarding the skip outside their property and to advise them that it will be subject to charges. In addition, the Clerk would notifying them that they have not obtained permission for the rubble to be deposited on MLT ground and that the mixing of cement that is taking place is not allowed and any damage to the cobbles will be at their cost. **Agreed.**
10. Bins on Manorial Land – It was agreed to introduce a fortnightly charge for bins that are placed on Manorial Land. A large bin would cost £36.00 and a small bin £14.00. **Agreed.**
The Clerk was asked to speak to Chapters Hotel regarding removing their bins from the parking bays once they have been collected. **Agreed.**

The meeting closed at 8.20 pm

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 took place on 27 September 2018 and the Clerk had contacted the company recommended by NYMNPA to ask if they could assist with developing the project. Cllr Canavan had also contacted Leeds Beckett University to see if this would be a project that they would be interested in. Response received and circulated. Ongoing.
07/06/18.	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		Ongoing.
07/06/18 2.e.	Levenside – to identify a shortlist of candidates to complete the design stage (Phase 1) of the project and appoint a preferred	Levenside Project Working Group	Levenside Project Working Group		Ongoing.

	option with a specific contract and associated costs.				
5/04/10/18 2.	Audited Accounts – to seek confirmation regarding the £12k income shown within the report	Clerk	Finance Committee	6.12.18	Explanation received and circulated. Accounts now approved and uploaded onto Charity Commission Website. Closed
5/04/10/18 3.	Town Hall Trust and Annual Reports and Financial Accounts Year Ending 31 March 2018 – to be completed once the explanation was received regarding the £12k income.	Clerk	Finance Committee	6.12.18	Explanation received and circulated. Report now approved and uploaded onto Charity Commission Website. Closed