

## TOWN HALL AND MANORIAL LANDS TRUST

A Meeting was held on Thursday 7 August 2025

**Present:** Cllrs Sally Atkinson, Mike Canavan, David Cook, Claire Craster, Bryn Griffiths, Chris Johnson, David Oxley and Gary Yuille.

Clerk – Mrs Julie McLuckie. Two Business representatives.

The two business representatives asked for permission to reinstate the decking area after the annual fair and for the installation of a canopy and heaters subject to the appropriate planning approval and provided the reasons for the request. This was due to be discussed further down the Agenda and the Clerk would notify them of the decision.

### **1/07/08/25 APOLOGIES FOR ABSENCE**

**RESOLVED** that the apologies from Cllrs Sowerby be received.

### **2/07/08/25 MINUTES OF THE PREVIOUS MEETINGS**

**RESOLVED** that the minutes of the meetings held on 5 June 2025 be approved.

### **3/07/08/25 FINANCIAL STATEMENTS**

a. **RESOLVED** that the monthly statements for June and July 2025 be received and agreed.

### **4/07/08/25 TOWN HALL TRUST UPDATE**

- a. Town Hall Update – **RESOLVED** that Santander are now hosting a weekly session every Tuesday in the Town Hall and this along with the new Comedy Club which was due to start on September 2025 would have a positive impact on the income. The Clerk informed Trustees about an increasing problem with people leaving the taps running in the toilets upstairs, on more than one occasion this had led to the hot water tank been completely drained. **RESOLVED** that the Clerk arrange for the taps to be replaced with the push down tops that automatically switch off.
- b. Town Hall Windows – **RESOLVED** that the Clerk is waiting for a response from one window firm who said that they would come and have a look at what is required. **RESOLVED** that the Clerk arrange a meeting with the Conservation Officer to establish exactly what we can / cannot do with the windows. The Clerk would also contact local heritage buildings to see if they have any contacts or advice.
- c. Solar Panels – **RESOLVED** that we have received quotes to install the solar panels but to date have not been successful in securing any grants. The Clerk to contact YLCA to see if they are aware of any available grants and Cllr Oxley would pass on the contact who is currently working with Stokesley Sports Club to install solar panels.
- d. Carpets – **RESOLVED** that the Jack Brunton Trust for had not awarded the grant to replace the carpets on the ground floor. The Clerk to obtain additional quotes for comparison.

### **5/07/08/25 MANORIAL LANDS TRUST**

- a. Market Update:
  - i. Friday Market – **RESOLVED** that we continue to try and encourage regular traders as well as encouraging casuals to join the market. A new stall is due to start as a casual on 15 August 2025. The market traders are now communicating and bringing the market forward depending on the number of stalls that are in attendance this frees up parking spaces.
  - ii. Farmer / Makers Markets – **RESOLVED** that the Trustees were sorry to hear about the passing of Nigel Davison but were pleased to confirm that two new representatives were taking over the management of the Farmers Market and Maker's Markets and that they will continue to take place

on the 1<sup>st</sup> and 3<sup>rd</sup> Saturdays of the month. A request was received to host the annual Christmas Farmers Market on Saturday 20 December 2025 rather than the Sunday – Trustees agreed that this would be a more appropriate date.

- b. MLT Cobbles –
  - i. Refurbishment – **RESOLVED** that we are still waiting for an update from North Yorkshire Council. Cllr Griffiths agreed to discuss this with North Yorkshire Council and report back.
  - ii. White Lines – **RESOLVED** that Cllr Griffiths request an update.
- c. Levenside Kiosk Update – **RESOLVED** that our Solicitor is still waiting for information from the Environment Agency, the Clerk had contacted the EA again who had advised that they had appointed a new solicitor but to date they still have not contacted our solicitor.
- d. Levenside Undergrounding Survey – **RESOLVED** that Cllr Canavan had received an update advising him that they are waiting for the surveyor to return to work and they would be back in touch when they have his feedback. It had been agreed that underground cabling was the preferred option.
- e. Licence and Lease Agreements: -
  - i. The Leven Hotel – **RESOLVED** that our Solicitor is still awaiting proof of ownership so is unable to progress further until this is received.
  - ii. Police Parking Bays – **RESOLVED** that the Clerk is in the process of obtaining a quote for an agreement to be drawn up for peppercorn rent allocating the parking bays to the Police Station to park police vehicles only in the allocated bays. The maintenance and repairs of this area will be the responsibility of the Police Estates team.
  - iii. Chestnut House – **RESOLVED** that the Clerk would clarify the area included in the lease agreement with the home owner.
  - iv. Decking Areas – **RESOLVED** that the policy be amended to allow businesses to reinstate the decking areas after the annual fair for an additional fee. The installation of parasols / canopies and heaters would be subject to planning approval and confirmation of their insurance cover and appropriate risk assessments. The heaters must be removed from the decking when not in use. It was agreed that if it is not possible to store the furniture away overnight that it must be stacked and secured. The businesses must comply with the planning approval regarding the number of tables and chairs etc. The Clerk would amend the policy and draft correspondence to be submitted to all the businesses with a decking area.
- f. Manorial Land Inspection and Proposed Work – we are still waiting for the machine to clear the drains etc. As soon as it is available the work will be scheduled in.
- g. 27 Levenside – **RESOLVED** that the Clerk thank them for reinstating the grass and confirm their intentions for the cobbled area that is currently stoned off.
- h. Milburns Yard – **RESOVLED** that payment has been received for the skip and scaffold and all the residents in the vicinity have been advised that they need to seek permission prior to undertaking any work on the areas of Manorial Land including the erection of scaffold or skip hire. Trustees were asked to visit this area so that further discussions can take place at the next meeting about any work that needs to take place in this area.
- i. Parking Permits – **RESOLVED** that as the resident had been advised that the let did come with a parking permit that the Trustees advise North Yorkshire Council that we would support a resident parking permit be awarded to this resident for the duration of their tenancy only. Following this the Landlord to make it clear that the tenancy does not come a residents parking permit. The Clerk would request the Landlord’s details so they can be notified.

The meeting closed at 9.15 pm

Signed ..... Date .....