

TOWN HALL AND MANORIAL LANDS TRUST

A Meeting was held in the Town Hall, Stokesley, on Thursday
the 7 June 2018

Present: Cllrs Ian Blakemore, Stewart Brennan, Mike Canavan, Sean Carey, Bryn Griffiths and Chris Johnson.
Clerk –Mrs Julie McLuckie.
Representative from the Freedom Group.

1/07/06/18 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs Alex Chisholm, Carol Lewis, Caroline Seymour, Graham Sowerby and Andy Wake.

2/07/06/18 MINUTES OF THE PREVIOUS MEETINGS

The minutes of the meeting held on 5 April 2018 were agreed. **Agreed.**

3/07/06/18 FINANCIAL STATEMENTS

The monthly statements for April and May 2018 were agreed.

4/07/06/18 REVIEW OF ACTIONS FROM LAST MEETING

The Actions List and Updates were received and noted.

5/07/06/18 TOWN HALL TRUST

1. Town Hall Committee – no meeting had taken place since 4 April 2018, the next meeting was scheduled for 25 June 2018. The Clerk confirmed that three quotes for the Bar Area refurbishment had been received and a grant application to Entrust had been successful. The next stage would be for the grant expenditure to be submitted to Impetus who were due to meet at the end of July to consider all the applications. Subject to approval the work could proceed with the preferred bidder. **Noted.**

Foldable tables and new chairs for the Main Hall – a grant application to purchase these items would be submitted to the Yorkshire Building Society for consideration. **Agreed.**

Amazon Smile – the Clerk confirmed that the Town Hall Trust was now registered on Amazon Smile and promotion to encourage people to purchase items through this site and select the Town Hall Trust as their preferred charity had commenced. **Noted.**

2. The Engagement Letter from Chipchase Manners Chartered Accountants circulated on 4.6.18 was received and signed. **Agreed.**

6/07/06/18 MANORIAL LANDS TRUST

1. Market Update

a. Friday Market – The Clerk is in the process of carrying out a remeasure and layout review of the Market to ensure that we can welcome casual stall holders. Once the new layout is agreed the introduction of road closure would commence and Trustees would consider if it would be viable to close the road with stalls with Community Care dropping off on the side street. Concerns regarding the amount of rubbish left at the end of the Market were discussed and it was agreed that the Stall Holders would be requested to ensure that before departing they have tidied the Plain and neighbouring footpaths. **Agreed.**

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

2. Levenside Update – Cllr Brennan had drawn up and initial specification and Cllr Canavan had added additional items. The document was circulated to Members on 5.6.18 to allow them time to review prior to this meeting. It was confirmed that the proposals contained within the report be agreed as follows:

a. Trustees confirmed their support for the project as outlined in the report;

b. Trustees confirmed their financial support for this project of £11k;

c. To identify initial third-party grant funding/ donations for the design stage (Phase 1) of the project;

d. That a working group be established to provided day to day management of the project including finalising of the design brief. It was agreed that the membership for the working group should be four, Cllrs Brennan, Canavan and Griffiths confirmed that they would sit on this group and the Clerk would liaise with other members to see who else would like to be involved;

e. To identify a shortlist of candidates to complete the design stage (Phase 1) of the project and appoint the preferred option with a specific contract and associated costs;

f. To identify third party grant funding / donations for the main construction works of the project.

3. Cobblestones – following the meeting with HDC the Clerk was asked to write to confirm the agreement that a detailed specification would be supplied and advice from their Legal Department regarding transferring the Traffic Regulation Orders. **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.**
4. The correspondence regarding the access area outside Chestnut House which was circulated on 4.5.18 was received. It was agreed that members would carry out a site visit and confirm their agreement or otherwise to the owners resurfacing the area. It was agreed that this could be confirmed at the Town Council meeting on 12 June 2018. **Agreed.**
 5. The correspondence from NYCC Re: Cable Undergrounding / Replacement Street Lighting circulated on 27.4.18 was received. Representation regarding the project was made by the Freedom Group. Members confirmed their support that checks to ascertain if there is a spare duct available could take place while the lamp posts are erected. As this work is on the Highway this would be subject to their agreement. The Clerk would contact NYCC regarding the installation of the new lamp posts to discuss the terms of a wayleave agreement as they are due to be erected on Manorial Land. In addition, an approach would be made to BT to see if they would consider removing their wooden posts and installing cables under ground at the same time. Freedom Group would be willing to install the duct on behalf of BT at the same time as long as BT purchased it. **Agreed.**
 6. The Engagement Letter from Chipchase Manners Chartered Accountants circulated on 4.6.18 was received and signed. **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.	Cllr Brennan	Trustees		The Clerk would supply details of a consultant who may be able to assist with developing the specification. Cllr Brennan would ascertain is there was any funding available through the HDC 'Making a Difference' funding stream to assist with the development of the specification. The Clerk would look at other grant opportunities for the scheme. Ongoing.