

# **STOKESLEY TOWN COUNCIL**

A Meeting was held in the Town Hall, Stokesley, on Tuesday,  
The 11 September 2018

**Present:** Cllrs Ian Blakemore, Stewart Brennan, Mike Canavan, Sean Carey, Chris Johnson, Graham Sowerby and Andy Wake.  
Clerk – Mrs Julie McLuckie, Mr Keith Turland D&S Reporter, PCSO Emma Ellington and seven members of the public.

***In accordance with the notice of meeting a public forum session took place from 7.00pm to 7.15pm.***

PCSO Emma Ellington had circulated the report to members in advance of the meeting. It was noted that there had been a total of 18 incidents recorded between 12 August 2018 and 9 September 2018. Cllr Blakemore asked if it possible to obtain a report which shows incident trends, PCSO Ellington agreed to ask if this was possible. Cllr Sowerby sought clarification that the CCTV camera from Allen Grove had been removed and where it had now been deployed. PCSO Ellington confirmed that it is now deployed in Northallerton. She also confirmed that the incidents that had occurred around Hebron Road and Sowerby Crescent would not have been picked up by the camera if it had been in situ. **Noted.**

A resident made representation in support of the ‘Moorsbus’ and their request for a donation. The Moorsbus is ran by volunteers and relies on donations. A grant application form had been received and would be considered further down the agenda. **Noted.**

The Mill and Il Mulino Event Organiser was in attendance to answer any questions from members – none asked. He also sought clarification that children can attend which was confirmed. **Noted.**

District Cllr Wake advised members that he was dealing with the erection of an additional flag by Kier which was not included as part of the agreement. **Noted.** Cllr Wake referred to the cabinet document regarding 'Centenary Remembrance Day' events – the Clerk had circulated the document to members for information. **Noted.** Cllr Wake continues to chase a response regarding the Community Infrastructure Levy (CIL) question regarding the payment of the 5% late payment charge. **Noted.** The officer dealing with the installation of the CCTV camera in the North Road Play Park has now returned from leave and Cllr Wake would follow up progress. **Noted.**

#### **1/11/09/18 NOTICE OF MEETING**

The public notice of the meeting had been given in accordance with Schedule 12, paragraph 10(2) of the Local Government Act 1972.

#### **2/11/09/18 APOLOGIES FOR ABSENCE**

Apologies for absence were received Cllrs Bryn Griffiths, Carol Lewis and Caroline Seymour.

#### **3/11/09/18 DECLARATIONS OF INTERESTS IN ITEMS ON THE AGENDA**

Cllr Carey declared an interest in planning application reference 18/01763/FUL.

#### **4/11/09/18 MINUTES**

The minutes of the Town Council held on 14 August 2018 were agreed and signed as a true record.

#### **5/11/09/18 PLANNING**

- a. The following Planning Applications were received and reviewed.

##### Applications Received

**18/01674/FUL – 17 Beechwood Avenue** – Proposed construction of conservatory to rear of property. **No objections.**

**18/01724/FUL - 6 College Square** – construction of a brick-built garden shed with roof light and greenhouse to the rear of the dwelling house. ***Proposal falls within the conservation area but is to the rear of the property. Assuming no loss of light amenity to No. 4 College Square – no objections.***

**18/01763/FUL – The Rakish** – Re-build existing fire damaged barn using slightly different materials to match adjacent barn conversion building. *A previous application (18/01463/APN) for the refurbishment of the barn as an ‘agricultural / forestry development was withdrawn, and the current application submitted in its place. No objection to the rebuild of the barn per se. However, it would appear that the intended use is non-agricultural – does this have implications from a planning perspective?*

**18/01673/CAT – Hutton House, 3 Levenside Place** – works to trees in a conservation area. *Based on the limited information provided both in hard copy and on the website – no objection.*

Applications Granted

**18/01141/FUL – 16 Linwood Avenue** – Internal alterations to first floor to include dormer window to rear elevation, as amended on 11 July 2018.

**18/01292/FUL – The Manor House** – Replacement windows to dwelling.

**18/01294/LBC – The Manor House** – Listed Building consent for replacement of single glazed timber windows with the slimline double-glazed timber windows to match existing.

**18/00445/FUL – 56 High Street** – Proposed new communal front door.

**18/01355/FUL – Burnside, 16A Levenside** – Replacement windows and widening parking bay as amended on 3 August 2018.

**18/01298/CLE – Tanton Grange Farm** – Application for Lawful Development Certificate for an existing use of part of the workshop building and land adjoining as B2 use for vehicle repair workshop and associated parking

- b. Planning, Development and Enforcement Issues – the Enforcement Officer had provided an update on all the outstanding issues in Stokesley. Members who had attended the proposed development at Mill Riggs presentation noted that the scheme would be developed and ran by two separate bodies and that this needs to be monitored. Cllr Wake confirmed that the Strikes planning application was imminent and that he had requested that it be submitted to planning committee. The Clerk would continue to liaise with NYCC regarding the street furniture issues across the Town. **Noted**.

**6/11/09/18 REVIEW OF ACTIONS FROM LAST MEETING**

See the attached Appendix 1. In addition, the Clerk confirmed that the LCAS response has been submitted. **Noted**. Members also expressed their concern regarding the ‘Great British High Street’ submission which had been sent without approval from the Town Council. It was claimed that this had been supported by the Stokesley and Villages Community Forum but there was

no record of this. Members had expressed their concerns to the Vibrant Market Town Project Officer as a lot of the detail within the submission was factually incorrect. This follows on from lengthy discussions regarding previous documents that had been submitted to cabinet without any consultation with Stokesley Town Council and had also contained factual errors. Members asked that the Clerk write to the Director of Economy and Planning to express our concerns regarding the lack of consultation before submitting these key documents. **Agreed.**

### **7/11/09/18 FINANCIAL STATEMENTS**

1. The financial statements for August 2018 were agreed. **Agreed.**
2. The payments made during August 2018 totalling £9212.01 were agreed. **Agreed.**

### **8/11/09/18 MATTERS FOR DISCUSSION**

#### Town Council

1. Strategic Objectives for 2018/19 – progress review: -
  - a. Cobbles – Cllr Wake confirmed that the lease surrender had been submitted to the cabinet meeting in September but that he was not yet aware of the decision. **Noted.**
  - b. Parking – no further update. **Agreed.**
  - c. Community Infrastructure Levy (CIL) and Infrastructure Development – it was agreed that Stokesley Town Council need to agree projects to be submitted to HDC to be considered for CIL funding. The Clerk would circulate the current proposals for review prior to agreement at the next meeting. **Agreed.**
  - d. Public Toilets – Cllrs Brennan advised members that the phase 1 roof repair was complete and that three quotes had been received of which two were accepted (the third did not provide sufficient details). It was agreed to arrange to meet with the contractors who had submitted tenders to agree the final scope of work and firm up a final cost. This would then be reported to the full Council for decision. **Agreed.**
2. Town Council Surgery – the surgery scheduled to take place on 1 September had to be cancelled due to lack of availability. **Noted.**
3. Press Release Approval – The market place article submitted by Cllr Canavan was agreed. **Agreed.**
4. Food Fest Update – Cllr Blakemore had circulated an update which detailed the events taking place commencing on the Thursday with the Co-op hosting an event in the Globe, Angrove Park hosting and Gin and Jazz night in the Town Hall on the

Friday. Saturday would welcome the Farmers Market during the day and the Mill and Il Mulino Live Event on the evening. The weekend will conclude with the Food Fest event on the Sunday which would see a number of food stalls both in and outside the marquee and a bar ran by Chapters Deli and music. The marquee would be erected on the Saturday afternoon and would be removed on the Monday morning. The Clerk was asked to provide an update to all the High Street businesses. **Agreed.**

5. Christmas Late Night Event Update – a meeting was scheduled to take place on Wednesday 12 September 2018 and feedback would be provided. **Agreed.**
6. Parking on Levenside – a resident reported her concerns regarding parking along the Levenside to the TC Surgery in August and we forwarded the issue to NYCC. Following on from that an incident had occurred involving her nephew getting hit by a car she had once again raised the issue with Highways. The Clerk had received a phone call from highways seeking support from the Town Council to either look to introducing double yellow lines and enforcement or consider other options. Members agreed that they would support whatever highways as the responsible authority recommend as the most appropriate solution. **Agreed.**
7. North Road Play Park – the wood panels that had been removed were due to be reinstated. **Agreed.**
8. Trees Winter Maintenance Programme – the report regarding Malvern Drive had been received and the work quoted for at a cost of £2400 was agreed. In addition, the Clerk was asked to secure a quote to tidy the area from the drying ground to the wooden bridge. **Agreed.**
9. Town WiFi Update – the Clerk continues to work with HDC to try and resolve the issues, it was agreed that we should look to reduce the payments until the problems are rectified. Concerns were also raised regarding the lack of advertising uptake from the businesses which means that the running costs are currently having to be met by the Town Council. **Noted.**

#### Committees and Working Groups

1. Feedback was provided from the meeting held on the 29 August 2018 with Hambleton District Council regarding parking. **Noted.**

#### North Yorkshire County Council

None received.

## Hambleton District Council

1. The HDC Scrutiny Committee – Policy Review: Driving Economic Vitality, Including Markets Questionnaire circulated on 6.9.18 was received. Cllrs Brennan and Canavan had circulated a completed response which was unanimously agreed. The Clerk would submit. **Agreed.**

## Police

1. The monthly statistics report was received.

## YLCA

1. The White Rose Update August 2018 circulated on 21.8.18 was received. **Noted.**
2. The NALC Chief Executives Bulletins circulated on 15.8.18 and 28.8.18 were received. **Noted.**
3. The information about the Community Led Housing conference scheduled to take place on 16 October 2018 circulated on 20.8.18 was received. **Noted.**
4. The Update to the General Data Protection Regulation Toolkit circulated on 28.8.18 was received. **Noted.**

## Correspondence/Complaints received

1. The correspondence from Lichfields UK regarding the proposed development at Mill Riggs Farm circulated on 22.8.18 was received. **Noted.**
2. The request from the Moorsbus for donations circulated on 13.8.18 and subsequent grant application circulated on 10.9.18 was received. It was agreed to donate £400 from S137 funds. **Agreed.**
3. The correspondence from the Environment Agency regarding Stokesley Flood Alleviation Scheme circulated on 28.8.18 was received. **Noted.**

## Items tabled for information

No items received.

### **9/11/09/18 EXCLUSION OF THE PRESS AND PUBLIC**

In accordance with Paragraph 1 (2) of The Public Bodies (Admission to Meetings) Act 1960, the Town Council resolved that the press and public be excluded from the meeting to deal with items of a confidential nature.

### **10/11/09/18 CO-OPTION OF A TOWN COUNCILLOR**

Two applications for the position of a Town Councillor had been received and both candidates had attended in advance of the meeting to provide a brief presentation. Both candidates had also stayed for the duration of the meeting. It was agreed to appoint Mr David Oxley to the role of Town Councillor and to ask Miss Karen Peacock if she would like to become involved in the Communications and Events Committee. **Agreed.**

The meeting closed at 8.40 pm.

### Town Council Meeting Actions

Minute No. Date Agreed	Task	Lead Councillor	Responsible Committee	Expected date for completion	Status
6/09/06/15 1.	Manor Close – to commence proceedings to introduce yellow lines	Clerk and Cllr Griffiths	Parking Working Group	<b>On hold until the new long term parking is identified.</b>	This scheme to be included in the overall parking review but introduction of yellow lines in this area would be the responsibility of Highways. <b>Ongoing.</b>
11/13/06/17	Cobbles – to obtain a quote for repairs to the cobbles outside Natural Heat.	Clerk	Town Council		Meeting took place with the contractor on 11.2.18 who agreed to provide quotes – awaiting response. The Clerk continues to chase for response. It was agreed to carry out temporary repairs to areas identified with a view to repairs taking place when the cobble refurbishment programme is agreed. <b>Ongoing.</b>
09/01/18 Police Report	CCTV – proposal by HDC to install a camera on Silver Street. Clerk to discuss the proposal and to see if the camera could also cover the Play Park.	Clerk	Town Council		Due to ongoing problems it was agreed to purchase a CCTV camera for the Play Park which will be monitored and ran through HDC. The Clerk met with HDC and is now awaiting a final quote for the camera installation. <b>Ongoing.</b>
12/08/05/18 1.d. 8/11/09/18 1.d.	Public Toilets – to circulated tender documents for quotes.	Cllr Brennan / Cllr Lewis and Clerk	Town Council	9/10/18	Cllr Brennan and Lewis along with the Clerk met with the preferred contractor and reviewed the scope of work. A revised quote would now be issued for members to consider. <b>Ongoing.</b>
8/12/06/18 1.b.	Parking – negotiations to commence with NYCC on how to implement a trial traffic	Cllr Griffiths	Parking Working Group		Cllr Griffiths has commenced communication regarding this and would be the subject of further discussions at the

	regulation order in College Square				next meeting of the Parking Working Group. <b>Ongoing.</b>
8/12/06/18 1.d.	S106 Funds – to review the current list and resubmit to HDC	Clerk	Town Council	9/10/18	<b>Ongoing.</b>
10/7/18 Updated 11/9/18	HDC Parking Consultation – to raise our concerns with HDC	Cllr Wake	Town Council	09/10/18	Meeting took place between HDC and the Parking Working Group plus additional members. HDC representatives agreed to report our comments back to the Council and respond in due course. It was agreed that Cllrs Carey and Wake would meet with the Leader of HDC to discuss the issue. <b>Ongoing.</b>
14/08/18	Malvern Drive – to scope out a programme of work for the Malvern Drive / Leven Banks.	Cllr Lewis	Open Spaces & Footpaths Committee	11/09/18	Cllr Lewis had met with our Contractor and were in the process of supplying a report on work to be carried out as a matter of urgency. Work agreed at the TC meeting on 11.9.18. <b>Closed.</b>
9/14/08/18 6.	Allen Grove Bench – to obtain quote for the bench to be repaired.	Clerk	Town Council	11/09/18	Repairs completed. <b>Closed.</b>
9/14/18/18 9.	Community Infrastructure Levy (CIL) Charging Structure – to ask HDC why we had not received the 5% surcharge imposed on the building company for late payment as this is part of the receipt and should be paid to us.	Clerk	Town Council	11/09/18	Question raised with HDC – awaiting a response. <b>Ongoing.</b>