**STOKESLEY TOWN COUNCIL**

The Annual Meeting of the Town Council was held on Tuesday 12 May 2026 at 7 pm in Stokesley Town Hall

**Present**: Cllrs Sally Atkinson, Mike Canavan, Sean Carey, David Cook, Claire Craster, Helen Duggleby, Laura Wise and Gary Yuille.

Town Clerk – Mrs Julie McLuckie

***In accordance with the notice of meeting a public forum session took place from 7pm to 7.15pm.***

**No residents in attendance.**

**North Yorkshire Council (NYC)** – County Cllr Griffiths was not in attendance.

**1/12/05/26 ELECTION OF CHAIR**
**RESOLVED** that Cllr Sally Atkinson be appointed as Chair for the coming year.

**2/12/05/26 DECLARATION OF ACCEPTANCE OF OFFICE OF CHAIR**
**RESOLVED** that Cllr Sally Atkinson signed the Declaration of Acceptance of Office of Chair.

**3/12/05/26 NOTICE OF MEETING**
**RESOLVED** that the public notice of the meeting had been provided in accordance with Schedule 12, paragraph 10(2) of the Local Government Act 1972.

**4/12/05/26 APOLOGIES FOR ABSENCE**
1. **RESOLVED** that apologies for absence from Cllrs Chris Johnson, Bryn Griffiths and Graham Sowerby be received.
2. **RESOLVED** that the reasons for absence provided be approved.

**5/12/05/26 ELECTION OF VICE CHAIR**
**RESOLVED** that Cllr Graham Sowerby be appointed as Vice Chair for the coming year.

**6/12/05/26 APPOINTMENT OF NEW TOWN COUNCILLORS**
**RESOLVED** that Dr Helen Duggleby and Mrs Laura Wise be co-opted to the role of Town Councillors to replace Olivia Dell-Price and David Oxley.

**7/12/05/26 DECLARATIONS OF INTERESTS IN ITEMS ON THE AGENDA**
**RESOLVED** none declared.

**8/12/05/26 COMMITTEES / AREAS OF RESPONSIBILITY STRUCTION**
**RESOLVED** that the Clerk circulate the Terms of Reference for each Committee to the new Town Councillors to allow them an opportunity to review which Committee(s) they would be interested in and that this item be added to the Agenda on 9 June 2026.

**9/12/05/26 MINUTES**

**RESOLVED** that the minutes of the Town Council meeting held on 14 April 2026 be agreed and signed as a true record.

**10/12/05/26 FINANCIAL STATEMENTS**

1. **RESOLVED** that the monthly statements for April 2026 circulated on 6.5.26 be received.
2. **RESOLVED** that the payments made in April 2026 (attached at Appendix 1) be received.
3. **RESOLVED** that the Internal Audit Engagement Letter circulated on 12.5.26 be approved and signed.
4. **RESOLVED** that the Investment Income Account Statement for March 2026 circulated on 14.4.26 be received.

**11/12/05/26 MATTERS FOR DISCUSSION**

**Town Council**

1. Strategic Objectives for 2026/27: -
   a. Electrical Vehicle Charging Points (EVCP) – **RESOLVED** that the Town Council work on a proposal to install EVCP on the High Street to encourage visitors to the Town at no cost to the Town Council.
   b. Riverbank Improvements – **RESOLVED** that the Town Council / Manorial Lands Trust work with the River Leven Group, Tees River Trust and Environment Agency to develop a plan to improve the riverbank conditions through the Town.
   c. Fairfield Old Play Park – **RESOLVED** that following consultation with the residents that the Town Council develop a plan and obtain quotes to complete the removal of the old play park matting etc and the railings and reinstate this as a grassed open space area.
2. Press Releases / Newsletter – **RESOLVED** that the draft newsletter circulated via e-mail on 1.5.26 be approved.
3. Legionella Risk Assessments. **RESOLVED** that the risk assessments will take place on 14 July 2026.
4. Scout Hut. **RESOLVED** that Cllr Atkinson confirmed that the Scouts have appointed a Solicitor to commence work on their behalf on the renewal of the lease.
5. Banking Hub. **RESOLVED** that following confirmation from LINK that a review would take place we should receive a response in a few weeks' time.
6. Unspent S106 Funds for Stokesley – **RESOLVED** that the Clerk had submitted the request for any funds to be used to install additional accessible play park equipment and is awaiting a response.

**Committees and Working Groups**

1. **RESOLVED** that the minutes from the Communications and Events Committee held on 6 May 2026 be received.

**12/12/05/26 Correspondence/Complaints received**

1. **RESOLVED** that the S137 application from Stokesley Scout Group requesting a £500 contribution towards the two scouts attending the World Scout Jamboree in Poland 2027 circulated on 14.4.26 be approved.
2. **RESOLVED** that the S137 application from Stokesley Community Library for £12,639 to cover the Library Manager Staffing Costs circulated on 21.4.26 be approved.
3. **RESOLVED** that the S137 application from the Girl Guides requesting a donation toward Guides volunteering in schools and orphanages in Nepal and India circulated on 29.4.26 be

received. The Clerk to confirm the amount of funding they are requesting to enable a decision to be made.

4. **RESOLVED** that the correspondence about parking at Stokesley School circulated on 6.5.26 be received. The Clerk to ask for a copy of the response from the school and direct the residents to contact North Yorkshire Council as the responsible authority.

**13/12/05/26 NORTH YORKSHIRE COUNCIL (NYC)**
**Planning Applications**

1. To review and respond to the following Stokesley Planning Applications:-

**ZB26/00588/PIP – Mill Riggs Farm –** Application for permission in principle for the conversion of buildings to form a minimum of 1no and a maximum of 3no dwellings. **RESOLVED** that this development falls outside the current development limits of Stokesley which in this location are defined by the A172 Stokesley By-pass. The site is not considered to be in a sustainable location from a transport perspective, being too far from local services and lacking in footpath connections. Walking distances to bus stops are longer than the 'acceptable' distance recommended in the "Guidelines for Providing Journeys on Foot". As such, the site is not reasonably connected by sustainable modes of transport. In relation to previous applications related to this site the Highways Authority indicated it would place pedestrians in a vulnerable position in seeking to cross the classified road (the A172 by-pass) which has a speed limit of 60 miles per hour, is unlit and where vehicle speeds are high. The Planning Authority considered the absence of a direct and desirable pedestrian route would result in journeys on foot exceeding the accepted standards and would thus result in a reliance on car journeys including single occupancy trips. This reliance on car journeys is contrary to the advice contained in NPPF which supports developments being sited where sustainable journeys on foot are achievable. Compared with the current situation relating to this site, the proposed development would give rise to additional vehicles waiting in the carriageway and leaving and re-joining the traffic stream on an open stretch of road where vehicle speeds are high, and thus would interfere with the free flow of traffic and consequent danger to highway users.

**ZB26/00471/FUL – White House, 7 West Green –** Retrospective application to replace 8no. existing internal doors and iron monger, 1 door has already been changed by previous owner and install a full wireless fire alarm system comprising of a control panel and fire alarm detection in each room. **ZB26/00472/LBC – White House, 7 West Green –** Retrospective Listed Building application to replace 8 no. existing internal doors and iron mongery, 1 door has already been changed by exiting owner and install a full wireless fire alarm system comprising of a control panel and fire alarm detection in each room. **RESOLVED** that Currently, for HMO in the former Hambleton District, it is not possible to see this information online as the relevant webpage indicates 'Our houses in multiple occupation information is currently being updated'. In order to fully evaluate this application, it is requested that:

- North Yorkshire Council confirm (or otherwise) that the property is either
    - a house in multiple occupation (HMO), i.e. at least 3 tenants live there, forming more than 1 household who share toilet, bathroom or kitchen facilities with other tenants
    - or,
    - a large house in multiple occupation (HMO) i.e. at least 5 tenants live there, forming more than 1 household who share toilet, bathroom or kitchen facilities with other tenants

Given the number of bedrooms (7) in the property in the 2025 applications, the answer would seem to that the property is a large HMO which, it is understood, would require planning permission. NYC to advise if such a repeat application has been received property and if not whether the property is now licensed for occupation by fewer than 7 unrelated occupants. NYC to provide a summary of the licence details. The applicant is to provide photographs of the previous doors in the property in order that an effective assessment can be made of the impact on the listed building of the changes covered by this application and to demonstrate that the choice of replacement doors has been made in keeping with the character of the building.

**ZB26/00553/LBC – Sadlers 59-61 High Street –** Retrospective application for a listed building consent for the alteration to shop front. **RESOLVED** no objections.

**ZB26/00559/FUL – 7 Leven Wynd –** Application of the construction of a single storey rear extension connecting to existing outbuilding. Outbuilding wall plate & Roof raise. Oak frame porch to outbuilding. Double front dormer loft conversion with 3no velux roof lights to rear. Front driveway changes & new pedestrian entrance. **RESOLVED** that the current layout for access by cars provides for the ability for all cars entering the property to turn within the confines of the curtilage of the property and thereby exit on to the two-way Leven Wynd in a forward direction. The combination of the introduction of the electric gate and the provision of a parking space precludes the use of such manoeuvres, meaning that, in the absence of a swept circle analysis showing otherwise, that vehicles would need to reverse out onto Leven Wynd with the accompanying increased risk, particularly with respect to vehicles heading north on Leven Wynd where there is no visibility splay. Confirmation is requested that the whole of the area adjacent to Leven Wynd as a result of this application will remain in the style and surface as at present. With reference to the proposed changes to the house, this sits well back in its own grounds and the provision of dormer windows to the front elevation is not out of character with other properties in the town centre. No drawing is provided for the external elevation to Milburn's Yard of the increase in roof height of the storeroom conversion. The several different rooflines evident with the proposed link between the main house and the storeroom block, including the porch to the latter, are largely hidden from public view in the conservation area.

**ZB26/00548/FUL – 6 College Square –** Application for the renovation of ground floor bay window and replacement of entrance door and frame. **RESOLVED** no objections

**ZB26/00669/FUL – 37 Springfield** – sunroom extension to replace an existing conservatory. **RESOLVED** no objections.

**ZB26/00628/FUL – 10 Levenside** – application to replace of no 11 existing timber single glazed windows with new timber double glazed windows. **RESOLVED** that the replacement of 11 existing time single glazed windows with new timber double glazed windows is acceptable. However, the views of the Conservation Officer be sought on the proposal that the current white painted finish be replaced with Farrow & Ball No 239 Wimborne White. This is in the context that the Design, Access & Heritage Statement makes the statement that within this part of Stokesley Conservation Area 'the surrounding properties..... have timber casement windows with glazing bars and a predominantly white painted finish in a similar style to 10 Levenside'.

**ZB26/00506/FUL – 1A Leven Mews** – siting of a stable block to be used for retail (class E(a)) purposes (retrospective). **RESOLVED** Objection. The key issue to be addressed in this application is the current location of the stable block. It is not disputed that the stable block has been located

elsewhere in the car park serving the Millbry Hill shop for a number of years. What has changed is the location of the stable block as a result of the presence of the still unapproved, and now retrospective, planning application for the Siting of a shipping container to be used for retail (Class E) purposes (Ref. No: ZB25/01768/FUL). It has been moved south of the previous location and sits hard up against the footpath immediately in front of 1 to 4 Leven Mews. Contrary to the statement made in the supporting statement to the application, the Town Council consider it does have an unacceptable impact on the residential amenity of local residents, particularly the property immediately adjacent to it at 4 Leven Mews.

**ZB26/00622/FUL – East Gable of 51 Levenside** – erection of hoarding (retrospective). **RESOLVED** Objection. The creation of the excessively large, 12.5 square metre hoarding is wholly inappropriate on the gable end of a domestic dwelling within the Stokesley Conservation Area. All the elevations visible in this area of Levenside are domestic in character and it is in this context the hoarding should be judged, not in relation to the more distant commercial premises which are not visible from Levenside.

**ZB26/00621FUL – Land at the side of 51 Levenside** – erection of a crash barrier (retrospective). **RESOLVED** Objection. The location of the crash barrier is within the Stokesley Conservation Area. No heritage statement has been provided outlining how the barrier is consistent with the conservation area. The introduction of the crash barrier creates an increased pedestrian safety risk would reduce the width of the road at a location where the footway is defined only by a painted line on the road and where the footway is at the exits to the recently approved conversion of the property to housing and with the increase in traffic resulting from the recent establishment of the Millbry Hill Head Office on the first floor of the Union Mill building.

**ZB2600720/FUL – The Coach House, 12B West Green –** Application for a detached brick and tile office / workshop at the bottom of the garden. **RESOLVED** no objections.

**ZB26/00680/FUL – The Barn, 23 Levenside –** Application for proposed two storey rear dwelling extension, proposed car port and proposed outbuilding. **RESOLVED**

**ZB26/00693/FUL & ZB26/00694/LBC – Carlton House 8 West Green** – Listed building consent & Application for proposed replacement windows. **RESOLVED** no objections.

**ZB26/00349/LBC – 60 West Green –** Listed building consent for the replacement of internal doors and door frames within the property to fire doors with matching frames. **RESOLVED** that It is noted this is the only application for this work, so it is assumed that no 'full application' is required for such internal work. This property was the subject of applications in 2025 ( ZB25/01360/FUL - Retrospective change of use from a 6-bedroom HMO to sui generis - large HMO (9 bedroom) and ZB25/01362/LBC) both of which were withdrawn before determination. Currently, for HMO in the former Hambleton District, it is not possible to see this information online as the relevant webpage indicates ‘Our houses in multiple occupation information is currently being updated’. In order to fully evaluate this application, it is requested that North Yorkshire Council confirm (or otherwise) that the property is either:-

o a house in multiple occupation (HMO), i.e. at least 3 tenants live there, forming more than 1 household who share toilet, bathroom or kitchen facilities with other tenants

or,

o a large house in multiple occupation (HMO) i.e. at least 5 tenants live there, forming more than 1 household who share toilet, bathroom or kitchen facilities with other tenants. Given the number of

bedrooms (9+) in the property in the 2025 applications, the answer would seem to that the property is a large HMO which, it is understood, would require planning permission. NYC to advise if such a repeat application has been received property and if not whether the property is now licensed for occupation by fewer than 7 unrelated occupants. NYC to provide the Town Council with a summary of the licence details. If all permissions are in place, then no objection.

**Planning Decisions**

2. To receive the Planning Application decisions from NYC:

Applications Refused

**ZB26/00338/TPO – Lyndhurst, 31 Springfield –** Works to trees (T12 and T13) subject to a tree preservation order 1991/16.

**Planning and Development Issues**

3. Enforcement Issues reported to NYC
   **RESOLVED** that no further update received apart from confirmation that the work to the Mind Shop frontage is underway

   a. Taylor Wimpey Estate.
   b. British Legion Club Site, North Road.
   c. Tilia Estate – planning conditions.
   d. Brierley Development.
   e. 47 High Street (formerly the Pack Horse Pub).
   f. Morrison, High Street.
   g. Costa Coffee, High Street.
   h. Millbry Hill.
   i. 49 Levenside.
   j. Mind Shop – **RESOLVED** that the Town Council was pleased to note that the repair work to the shop frontage had commenced.
   k. Old Natwest Bank.
   l. Pizza Village.
   m. Xtreme Computers.

**14/12/05/26 North Yorkshire Council Correspondence**

No items received.

**15/12/05/26 POLICE**

**RESOLVED** that the Police report circulated on 1.5.26 be received. A total of 21 Incidents had been reported between 1 April and 30 April 2026.

**16/12/05/26 YLCA**

1. **RESOLVED** that the White Rose Updates be received.
2. **RESOLVED** that the Training E—Bulletins be received.
3. **RESOLVED** that the Law and Governance Bulletins be received.
4. **RESOLVED** that the Chief Executive bulletins be received.

**Items tabled for information**

None received.

**17/12/05/2026 <u>EXCLUSION OF THE PRESS AND PUBLIC</u>**

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.

No matters for discussion.

The meeting closed at 8.50 pm.

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

**APPENDIX 1**

**STOKESLEY TOWN COUNCIL -APRIL 2026**

**ACCOUNTS REPORT**

Payments

| Supplier | Reason | Value £ |
|---|---|---|
| Salaries | Weeks 1 - 4 | 4358.60 |
| HMRC | PAYE/NIC Month 1 | 1489.27 |
| Sage | IT Support | 147.00 |
| HFC Systems | Office 365 | 112.56 |
| Town Hall Trust | Office Rent – 26 weeks | 3380.00 |
| Clear Business | Phone / Internet | 92.69 |
| AXO Leisure Ltd | Skate Bowl Repairs – Open Spaces / Play Park | 840.00 |
| C G Robinson & Sons | Grass Cutting – Open Spaces / Grass Cutting | 3059.90 |
| Wigin Landscaping | Tree Work – Monthly Payment | 250.00 |
| MBP Groundcare | Hedge Work SLA x 2 | 695.00 |
| North Yorkshire Council | Pest Control – Open Spaces / River Banks | 786.88 |
| British Gas | Electricity – Open Spaces / Toilets | 108.19 |
| Wallgate | Service Contract – Open Spaces / Toilets | 1556.10 |
| Initial | Hygiene Contract – Open Spaces / Toilets | 170.65 |
| NYCALC | S137 Grant | 162.00 |
| YLCA | Annual Subscription – YLCA | 1089.00 |
| Lady Hullocks | Allotments Rent | 525.00 |
| Town Hall Trust | Meeting Rents | 178.00 |
| Barclays | Bank Charges - Miscellaneous | 9.70 |
| North Yorkshire Council | Premises Licence Annual Charge | 70.00 |
| Visual Security Systems | CCTV | 1020.00 |
| Catch Designs | Summer in the Square – Events | 852.00 |
| Garth Bayley Art | Vibrant Market Town – Events | 600.00 |
| Arty Nic | Yorkshire Day – Events | 160.00 |
| **Total** | | **21712.54** |