STOKESLEY TOWN COUNCIL

A Meeting of the Town Council was held on Tuesday 14 July 2026 at 7 pm
in Stokesley Town Hall

Present: Cllrs Mike Canavan, Claire Craster, Helen Duggleby, Bryn Griffiths, Chris Johnson, Graham Sowerby, Laura Wise and Gary Yuille.

Town Clerk – Mrs Julie McLuckie and six residents. .

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

Representatives from the Stokesley Area Imagination Library (SAIL) provided additional information and an update on the scheme in support of their grant application form.

A resident provided a photograph of the Reform UK stall at one of the Friday markets where it was sited directly outside the front of the Town Hall. The resident did not feel it was appropriate for a political stall to be sited directly outside the Town Hall and requested that consideration be given to siting them at a more appropriate space on the market. **RESOLVED** that this be added to the next Trustee Agenda for discussion after which the Clerk would notify the resident of any decision.

A resident from West Green attended and recorded his request. The resident had previously circulated questions in writing via e-mail which have been circulated to the Councillors in advance of this meeting. The resident read the following statement:-
"I wish to clarify the central issue that the written response must address. The minutes for 10 February 2026 appear to authorise the Clerk, after first seeking voluntary removal, to ask North Yorkshire Council to serve notice on the vehicle and to obtain advice about possible future parking restrictions. Those minutes do not appear to record any decision that DVW218G would not be permitted to return to West Green car park. Authority to request an investigation or notice is not necessarily authority to decide or communicate that the vehicle was prohibited from returning. I therefore ask the Council's written response to identify who made that separate decision; when and in what capacity it was made; whether it was a Town Council or Manorial Lands Trust decision; and the exact resolution, delegated authority or policy relied upon. If it was treated as urgent officer action, please identify which councillors were consulted and when the action was reported back to the Council. Please also identify the date, author and precise terms of any communication to North Yorkshire Council stating that the vehicle would not be allowed to return. I am not asking the Council to discuss the merits of the court proceedings, disclose legal advice or determine whether the removal was lawful. I am asking only for the factual information about the Council's own decision making and governance records. If the Council considers any particular part to be sub judice, please identify that part precisely and answer the remaining factual questions. Finally, please confirm when the written response will be provided and ensure that the minutes record the Council's undertaking to respond. Thank you." **RESOLVED** that a written response would be provided withing 20 working days.

North Yorkshire Council (NYC) – County Cllr Griffiths advised members that a meeting of the Full Council was due to take place on 15 July 2026 and that he would provide any relevant

updates following that meeting. Cllr Griffiths confirmed that he continues to raise the issue regarding the waste bins not getting emptied and will continue to do so. Cllr Canavan raised a concern regarding the two red bins that have appeared next to the flats on the High Street. **RESOLVED** that although they are not obstructing the footpath because it is very wide in this area it was agreed to see if a more suitable location could be identified or the possibility of installing a bin storage cabinet.

1/14/07/26 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.

2/14/07/26 APOLOGIES FOR ABSENCE
1. **RESOLVED** that apologies for absence from Cllrs Sally Atkinson, Sean Carey and David Cook.
2. **RESOLVED** that the reasons for absence provided be approved.

3/14/07/26 DECLARATIONS OF INTERESTS IN ITEMS ON THE AGENDA
RESOLVED Cllr Helen Duggleby declared an interest on Agenda Item No. 7 – Correspondence / Complaints point 1. – S137 SAIL application.

4/14/07/26 MINUTES
RESOLVED that the minutes of the Town Council held on 9 June 2026 be approved and signed.

5/14/07/26 TO REVIEW AND ADOPT ALL CURRENT POLICIES
RESOLVED that the following policies were reviewed and approved.
- Appraisal Policy.
- Archiving and Retention Policy.
- CCTV Policy.
- Code of Conduct.
- Community Engagement Strategy.
- Complaints Procedure.
- Data Protection Policy.
- Decking Lease Agreement Policy.
- Disciplinary and Grievance Policies and Arrangements.
- Dignity at Work Policy.
- Display Screen Equipment Users – Eye Test Policy.
- Equal Opportunities Policy.
- Equality Policy.
- Events Risk Assessment
- Financial Regulations.
- Financial Risk Management and Control.
- Freedom of Information Policy.
- Grant Awarding Policy.
- Health and Safety Policy.
- Information & IT Policy.
- Investment Strategy.
- Lone Worker & Violence at Work Policy.

- Memorial Bench Policy.
- Mobile Phone Policy.
- Press and Media Policy.
- Publication Scheme.
- Recording at Council Meetings Policy.
- Recruitment and Selection Policy.
- Risk Management Strategy.
- Scheme of delegation.
- Security Incident Policy
- Sexual and General Harassment Policy and Procedures.
- Sickness Absence Policy.
- Standing Orders
- Training Policy

6/14/07/26 FINANCIAL STATEMENTS

1. **FINANCIAL STATEMENTS**

1. **RESOLVED** that the monthly statements for June 2026 circulated on 8.7.26 be approved.
2. **RESOLVED** that the payments made in June 2026 (attached at Appendix 1) be approved.
3. **RESOLVED** that the Stokesley Town Council Consolidated Tax Voucher and Capital Gains Tax report for 6 April 2025 to 5 April 2026 circulated on 17.6.26 be received.
7. **RESOLVED** that the Investment Income Account Statement 1 May to 31 May 2026 circulated on 14.5.26 be received.

7/14/07/26 MATTERS FOR DISCUSSION

Town Council

1. Strategic Objectives for 2026/27:-
   a. Electrical Vehicle Charging Points. **RESOLVED** that Cllr Johnson has contacted some providers but unfortunately, they were not interested. It was agreed to obtain information from other providers that have installed units in the area and also to push for NYC to reinstate charger units in the Show Field Car Park as a matter of urgency using the funds they had received to install EV charging stations in Market Towns.
   b. Riverbank Improvements. **RESOLVED** that a meeting needs to take place with stakeholders to draw up an improvement plan that will not only enhance the look of the riverside but also ensure it maximises the health of the river and surrounding nature.
   c. Old Fairfield Play Park. **RESOLVED** that the Clerk obtain a quote to remove the old bin and then the Open Space & Allotments Committee need to agree the next steps.
2. Press Releases / Newsletter – to approve the article circulated via e-mail on 7.7.26.
3. Scout Hut – no further update.
4. Banking Hub Update. Cllr Johnson advised that following visits to the Town an initial temporary banking hub would be set up within the next six weeks, there are currently two options for this – Stokesley Community Library or the Methodist Church. The team then have 12 months to introduce a permanent banking hub on the High Street.
5. Grass Cutting. **RESOLVED** that Cllrs Johnson and Sowerby had met with the contractors to highlight the areas that had not been maintained correctly and they confirmed that this would be rectified this week. It was agreed to review the requirements detailed within the current contract for Levenside. The Clerk would circulate the current contract to all Members to review and propose any changes.

6. Police Parking. **RESOLVED** that it was noted that because of current operational duties additional vehicles were parked outside the station utilising adjacent parking bays but members concluded that this was acceptable because of the current ongoing issues that they are tackling.
7. Tree Contract. **RESOLVED** that this item be discussed 'In Camera'.

Committees and Working Groups

1. **RESOLVED** that the minutes from the Open Spaces & Allotments Committee held on 17 June 2026 be received.
2. **RESOLVED** that the minutes from the Communications & Events Committee held on 25 June 2026 be received.
3. **RESOLVED** that the minutes from the Employment Committee held on 7 July 2026 be received.

Correspondence/Complaints received

1. **RESOLVED** that the S137 application from Stokesley Area Imagination Library (SAIL) requesting a £780 donation towards the scheme circulated on 29.5.26 along with the additional information provided and circulated via email be received. The Clerk was asked to confirm why the request was specifically for £780 and report via email to members.
2. **RESOLVED** that the S137 application from Stokesley Pride in our Town (SPIOTA) requesting a £1,000 donation circulated on 22.6.26 be received and approved.
3. **RESOLVED** that the S137 application from Stokesley and District Community Care Association requesting a £2500 donation be received be received and approved. A request for an additional £1480 received on 13.7.26 was noted and would be discussed at the next TC meeting. The Clerk to confirm if the £1480 was the full cost for the work required and whether they had approached anyone else to contribute.
4. **RESOLVED** that the letter from a resident on Levenside regarding the increased overgrowth along with photographs from 2019 to 2026 be received and noted and would be included in the discussions with stakeholders as part of the Riverbank Improvements Working Group.

8/14/07/26 NORTH YORKSHIRE COUNCIL (NYC)

Planning Applications

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

ZB26/00992/TPO – 85 The Paddock – Works to a tree covered by a Tree Preservation Order. Reduction of Oak Tree 24/00016/TPO2. **RESOLVED** Whilst the application includes comments on the proposed work, these comments are not attributed to a named source – e.g. tree surgeon etc. Therefore, the Town Council is happy to defer to the NYC Tree and Woodlands Officers assessment of this application.

ZB26/01008/CLP – 2 Station Road – Application for a Lawful Development Certificate to construct a proposed rear extension. **RESOLVED** A Lawful Development Certificate (LDC) for a proposed rear extension is an official document from your local council confirming that your planned build falls under Permitted Development (PD) and does not require full planning permission. It provides legal proof of compliance, which is invaluable for future property sales.

Key Permitted Development Criteria for Rear Extensions. To qualify for a Lawful Development Certificate for a proposed single-storey rear extension, your project must strictly meet national regulations:
Depth limits: Maximum of 3 meters for terraced or semi-detached houses, and 4 meters for detached properties (Note: The larger-home extension scheme allows up to 6m/8m respectively, but requires the "prior approval" neighbour consultation process).
Height limits: Maximum overall height of 4 meters. If it falls within 2 meters of a boundary, the eaves cannot exceed 3 meters.
Footprint: The extension cannot take up more than 50% of the total land area around the original house (including sheds and outbuildings).
Materials: Must be of a similar appearance to the existing house.
With the exception of the last criterium the proposal would appear to satisfy the test. Therefore, the key issue to be considered by the Local Planning Authority are the materials used. Rendering of the extension matches that of the existing dwelling, but the fenestration the proposal indicates that the new doors and windows will be aluminium either white or anthracite colour and are proposed to replace the existing timber sash glazed windows and French doors. Does this change invalidate the issue of an LDC?

26/03014/FUL – 38 Meadowfield – Proposed extension to rear of house and first floor extensions. Widening of drive access and drop kerb. **RESOLVED** no objections.

Planning Decisions

1. To receive the Planning Application decisions from NYC:

Applications Granted

ZB26/00559/FUL – 7 Leven Wynd – Application for the construction of a single storey rear extension to existing outbuilding. Outbuilding wall plate & roof raise. Oak frame port to the outbuilding. Double front dormer loft conversion with 2no velux roof lights to rear. Front driveway changes & new pedestrian entrance.
ZB26/00451/MRC – Millbry Hill – Variation of a condition 2 to previously approved application ZB25/01332/FUL (external alterations).
ZB26/00621/FUL – Land at the side of 51 Levenside – Erection of crash barrier (retrospective).
ZB25/01768/FUL -**Millbry Hill Stokesley Store 47 Levenside -** Application for Planning Permission: Siting of a shipping container to be used for retail (Class E) purposes.
ZB25/01768/FUL – Millbry Hill Stokesley Store 47 Levenside – Application for Planning Permission: Siting of a shipping container to be used for retail (Class E) purposes.
ZB26/00392/FUL- **24A College Square Stokesley -** Application to Change 7 Single glazed wooden sash windows and one French door.
ZB26/00778/MRC – 46 Meadowfield – application for modification of condition 2 (plans) – change in design for previously aapproved application ZB26/00222/FUL
ZB26/00693/FUL, ZB26/00694/LBC- **Carlton House 8 West Green Stokesley -** Planning permission and LBC for proposed replacement of windows W1, W2 and W3 on south facing elevation. The works include the reinstatement of collapsed brickwork to bow windows W1 at ground floor and W2 at first floor, and the removal of historic glass and reuse in new windows.

Applications Refused

ZB26/00622/FUL – East Gable of 51 Levenside – Erection of hoarding.

ZB26/00506/FUL – 1A Leven Mews – Siting of a stable block to be used for retail (Class E(a)) purposes (retrospective).

Applications Withdrawn

ZB26/0047/FUL – White House, 7 West Green – retrospective application to replace 8 no. existing internal door and iron monger, 1 door has already been changed by previous owner and install a full wireless fire alarm system compromising of a control panel and fire alarm detection in each room.

Planning and Development Issues

2. Enforcement Issues reported to NYC
   To receive the update on current Enforcement Cases from County Cllr Griffiths.
   a. Taylor Wimpey Estate.
   b. British Legion Club Site, North Road – **RESOLVED** that the update circulated on 30.6.26. be received.
   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 – **RESOLVED** that the update circulated on 7.7.26 be received.
   h. Millbry Hill.
   i. Old Natwest Bank.
   j. Pizza Village.
   k. Xtreme Tech.
   l. Barclays Bank.

9/14/07/26 North Yorkshire Council Correspondence

1. **RESOLVED** that the information about the new plan to help strengthen action on anti-social behaviour circulated on 12.6.26 be received.
2. **RESOLVED** that the Parish Precept arrangements letter for 2027/28 circulated on 9.7.26 be received and the timeframes for submission were noted.
3. Parking. **RESOLVED** that the Clerk draft a letter to NYC Corporate Director of Environment and the Chief Executive expressing our disappointment at the lack of action despite assurances made in a meeting that took place in March. An urgent meeting to be arranged to progress this.
4. Cobbles. **RESOLVED** that the Clerk draft a letter to NYC Corporate Director of Environment and the Chief Executive expressing our disappointment at the lack of action despite assurances that the cobble repairs would commence this year and completed under a phased approach. To date we have had no confirmation of when this work will commence.

10/14/07/26 POLICE

RESOLVED that the Police report be received. A total of 18 incidents were reported between 1 June and 30 June 2026.

11/14/07/26 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.

12/14/07/26 Items tabled for information

None received.

13/14/07/26 EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED that 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.

Tree Contract – **RESOLVED** that our current contractor was due to retire from 1 August 2026. It was agreed that the Clerk draft a tender document to appoint a tree surgeon to carry out routine maintenance and to be on call in case of an emergency. All other major work would be subject to obtaining quotes.

The meeting closed at 9.20 pm.

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

APPENDIX 1

STOKESLEY TOWN COUNCIL -JUNE 2026

ACCOUNTS REPORT

Payments

Supplier	**Reason**	**Value £**
Salaries	Weeks 9 - 12	5369.19
HMRC	PAYE/NIC Month 3	1170.60
Sage	IT Support	147.00
HFC Systems	Office 365	112.56
Zurich Town & Parishes	Insurance	3918.49
Clear Business	Phone / Internet	92.69
C G Robinson & Sons	Grass Cutting – Open Spaces / Grass Cutting	3059.90
MBP Groundcare	Hedge Work SLA	347.50
Wigin	Monthly Tree Work	250.00
Glasdon UK	Replacement Plaque – Open Spaces/New Seats (repaid by memorial bench purchaser)	141.54
Wave	Water – Open Spaces / Toilets	365.65
British Gas	Electricity – Open Spaces / Toilets	109.83
Professional Paper Supplies	Cleaning Products – Open Spaces / Toilets	39.40
Stewart Forbes Electrics	New Light – Open Spaces / Toilets	186.00
Wave	Allotments Water	179.61
Garbutt Brothers	Skip Hire – Allotments Maintenance	648.00
Town Hall Trust	Meeting Rooms	90.00
Barclays	Bank Charges - Miscellaneous	8.50
YLCA	Training	28.20
Catch Designs	Yorkshire Day Bunting – Events	90.00
Indigo Shading	Parasol 2nd payment – Events	2111.04
Catch Designs	Security Equipment Tags – Events	144.00
Total		**18609.70**