

**STOKESLEY TOWN COUNCIL**  
**COMMUNICATIONS AND EVENTS COMMITTEE**

A Meeting of the Communications and Events Committee  
was held in the Town Hall, Stokesley on Tuesday 17 March 2026

**Communications and Events Committee Membership**

Cllr Sally Atkinson, Cllr David Cook, Cllr Claire Craster, Cllr Chris Johnson and Gary Yuille plus non-council representatives – Mr Richard Agar and Mrs Sue Thompson.

**Present:** Cllrs Sally Atkinson, Claire Craster, Cllr Chris Johnson, Cllr David Oxley and Gary Yuille.  
Mrs Julie McLuckie – Town Clerk and Non-Council Members – Mr Richard Agar and Mrs Sue Thompson

**1/17/03/26 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.

**2/17/03/26 MEMBERS OF THE PUBLIC**

**None present.**

**3/17/03/26 APOLOGIES FOR ABSENCE**

**RESOLVED** to receive and accept the apologies from Cllr David Cook.

**4/17/03/26 DECLARATIONS OF INTERESTS IN ITEMS ON THE AGENDA**

**None declared.**

**5/17/03/26 TERMS OF REFERENCE**

**RESOLVED** that the revised Terms of Reference circulated on 11.3.26 to include the following 'Members of this Committee can attend the Local Business Forum and other appropriate groups to enable them to obtain ideas and share information to aid with the development of events and communications to promote Stokesley' be agreed.

**6/17/03/26 MINUTES OF THE MEETING HELD ON 3 FEBRUARY 2026**

**RESOLVED** that the minutes of the meeting held on 3 February 2026 be agreed.

**7/17/03/26 VIBRANT AND SUSTAINABLE HIGH STREET APPLICATION**

**RESOLVED** that the Communications and Events Committee now need to progress the items detailed within the successful bid and meet the targets for each element set within the document.

High Street Improvement (February to April 2026) - £5,000 -

- a. Spring Clean / High Street Tidy Up – **RESOLVED** that this take place on Sunday 22 March 2026 which falls within the Great British Spring Clean Event and to ask all the Businesses to commit to tidying the area in front of their premise on this day. The Clerk had purchased additional litter pickers, litter rings and gloves for use on the day and for future activities and submitted the claim.
- b. Shop wraps and decoration organised – **RESOLVED** that following approval from the business owner and a discussion with the artist Garth Bayley it was agreed to progress with the first window art on two large windows at a cost of £600. One would depict our Market and Town Hall and the other would be a riverside scene including the Pack Horse Bridger.

- c. Bin storage and dog waste bins ordered – **RESOLVED** to purchase four dog waste dispensers to be installed at agreed locations along the High Street. The Clerk would obtain further information through the Planning portal to ascertain what we need to submit for the bin storage proposal. Cllrs Atkinson and Craster would ask if it would be possible to reallocate some of the funds from the canopy pot to the bin storage so that a more robust cover can be installed.

Cycle Repair and Storage (February to April 2026)- £2,200 – **RESOLVED** to purchase a repair kit and to identify a suitable location on or in the vicinity of the Old Market Square ensuring it is in a removable sleeve for when the fair attends. It was agreed to also seek advice around the installation of a water refilling station and what planning would be required to install this on one of the external toilet walls.

PA System (May to June 2026) - £3,500 – **RESOLVED** that the PA system has been purchased and received and the claim submitted.

Canopy / Sail Installation (May to June 2026) – £20,000 - **RESOLVED** that following discussions and a review of the area it was agreed that it would not be viable to purchase a sail / canopy because of the logistics and associated costs of erecting and dismantling. It was therefore agreed to purchase a large, branded gazebo and appropriate weights and two large retractable parasols. The Clerk would obtain costs for the barriers that can be used for not only the Summer in the Square events but also to go round the Christmas Tree on West Green. The Clerk had contacted Lady Hullocks Trust regarding the proposal to purchase a storage container to go on the corner of the car park at the Allotments site to house not only this equipment but also allotment equipment and is awaiting a response. If the response is positive, then a new 20ft container would be purchased from this element of the grant. Cllrs Atkinson and Craster would ask if the balance from the underspend could be relocated to other schemes within the project i.e. bin storage.

Summer In the Square (June to September 2026) – **RESOLVED** that this would run on the 2<sup>nd</sup> and 4<sup>th</sup> Saturdays from June to September 2026. The Clerk had contacted all the artists from last year and new artists have also come forward. It was agreed to get a full programme in place by the beginning of April. Mr Agar would identify an assistant who would attend each event to assist with the set up and in particular the PA set up. Mr Agar would also advise on appropriate cable covers that can be used to ensure the cables do not cause a tripping hazard. The majority of businesses that sponsored a banner last year would like to have it in place this year and several others have asked to purchase one. Confirmation of the banner information to be submitted to Catch Designs by the end of March so they can be purchased. The Clerk to obtain a quote for a self driven cherry picker so the banners can be installed in May.

Yorkshire Day – Saturday 1 August 2026 and Sunday 2 August 2026– **RESOLVED** that the Farmers Market on Saturday 1 August be asked to acknowledge that it is 'Yorkshire Day' by displaying Yorkshire flags or something – the Clerk to discuss with Northern Dales Farmers Market. Sunday 2 August will see a family fun event on the Plain area from 1pm to 6pm. It was agreed to hire the marquee, tables and chairs, portaloos and security. The Clerk would speak to NYC about the requirement for a road closure. A business working group would be arranged to discuss their involvement – for example decorating their premises, doing a promotional offer over the week etc. Eateries will be asked to provide an offer that would go onto a table menu directing families where they can purchase food from and at what price. Family fun events to be arranged such as Punch and Judy, Magician, Music, Sweet and refreshment stall, children's rides and activities. To look to involve other groups such as Stokesley Young Farmers, Scouts and Guides etc.

Professional Management of Events - £5000 – see Summer in the Square and Yorkshire Day.

Equipment Rental for Large Events - £5000 – see Yorkshire Day.

Marketing - £2000 – **RESOLVED** to produce a leaflet that contains promotional offers from the local businesses to be distributed to local bus tour companies who visit Stokesley, Holiday lets, hotels, shops and other agreed outlets not only in Stokesley and the neighbouring villages but further afield.

Business Workshops - £10,000 – **RESOLVED** that this is to be discussed at a business forum.

Lantern Workshop and Stokesley Sparkle - £6350 – **RESOLVED** that £3412.19 expenditure has already been spent against this budget allocation. This covered the costs for the additional Christmas Tree and lights in the Old Market Square plus the installation of an external electric socket. It also covers the costs for three lantern workshops. This leaves a balance of £2937.81 which will be used to cover lantern workshops and the tree purchase in 2026.

### **8/17/03/26 EVENTS 2026**

- a. Summer in the Square –**RESOLVED** that these would take place on the 2<sup>nd</sup> and 4<sup>th</sup> Saturdays of each month from June to September running from 11am to 3 pm with four performances each day.
- b. Morris Day of Dance –**RESOLVED** that the Clerk confirm that this event can take place on Saturday 13 June 2026 and that the dancing areas be agreed as the raised area in College Square, outside the front of the Town Hall, the paved area in front of Olga’s Salon and out the front of the Methodist Church (subject to their approval). The Clerk would contact the Health Centre to ask if they would allow the dancers to park their vehicles in their car park, if this was not possible then an approach to the Co-op and the Show Field would be made.
- c. Yorkshire Day – see above.
- d. Stokesley Sparkle – Saturday 28 November 2026. **RESOLVED** that the Clerk contact Patrick Monahan to see if he would be available again this year.

### **9/17/03/26 WEBSITE AND PROMOTION**

- a. Website Update – **RESOLVED** that work has commenced on the new website and that the Clerk would arrange to meet to go through the old website to agree what to keep and update etc. The old site will remain live until the new one is fully up and running.
- b. Friday Market Branding and Promotion – **RESOLVED** that the proposals and associated quotes will be submitted to the Trustees meeting on 2 April for consideration.

The meeting closed at 8.45 pm.

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