

8 June 2022

Stokesley Town Council

The next meeting of Stokesley Town Council will take place on **Tuesday 14 June 2022** commencing at 7.15 pm.

The formal Agenda will be preceded by an open forum at 7.00 pm where members of the Public, the Police, and County and District Councillors are invited to speak. Please note members of the public will be allowed to make statements, ask questions, or provide evidence on items on the Agenda but this will be limited to 3 minutes per person.

AGENDA

1. NOTICE OF MEETING

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

2. APOLOGIES FOR ABSENCE

1. To receive the apologies for absence received in advance of the meeting.
2. To consider the reasons for absence provided.

3. DECLARATIONS OF INTERESTS IN ITEMS ON THE AGENDA

4. CO-OPTION OF 'ORDINARY COUNCILLORS' FOLLOWING THE ELECTIONS

1. To receive and appoint the three candidates to the role of a Town Councillor:-
Sally Atkinson
Sean Carey
Audrey Scott

5. COMMITTEE / AREAS OF RESPONSIBILITY STRUCTURE

To agree Committee / Areas of Responsibility membership for 2022/23, and where possible to appoint five members to ensure quoracy.

Committee / Working Group **Current Membership (following elections on 5 May)**

Committees

Employment Committee	Cllrs Griffiths, Sowerby & Wake
Finance Committee	Cllrs Canavan & Oxley
Planning Committee	Cllrs Canavan, Cook & Oxley
Allotments Committee	Cllrs Oxley, Sowerby & Wake (allotment holder representative)
Health & Safety Committee	Cllrs Canavan, C. Johnson, Oxley, Sowerby & Wake
Open Spaces & Footpaths	Cllrs Griffiths, Oxley, Sowerby & Wake
Town Hall Committee	Cllrs Canavan, Oxley & Wake (3 Town Hall Management representatives)
Communications & Events Committee	Cllrs Johnson, Sowerby & Wake (plus non-council members)
Parking Committee	Cllrs Canavan, Carey, Griffiths & Johnson

Working Groups

River Leven Project	Cllrs Canavan, Griffiths, Oxley & Wake.
Electric Vehicle Charging Points	Cllrs Johnson & Oxley
Gateway to North Yorkshire	Cllrs Carey, Griffiths, Oxley & Wake

External Bodies

Preston Educational Trust	Cllrs Canavan & Sowerby.
Lady Hullocks Trust	Mr N. Johnson – Town Council appointed representative.
The Globe	Cllrs Griffiths & Wake.
Fairtrade	Vacancy.
Climate Action	Vacancy.

6. MINUTES

To confirm as a true record the minutes of the meeting held on 10 May 2022.

7. PLANNING APPLICATIONS

1. To consider Planning Applications received.
2. Planning and Development Issues.

8. REVIEW OF ACTIONS FROM THE PREVIOUS MEETINGS

To receive the Action List and updates.

9. FINANCIAL STATEMENTS

1. To agree the monthly statements for May 2022 circulated on 6.6.22.
2. To note the payments made in May 2022 (attached at Appendix 2).
3. To note the Annual Internal Audit Return for 2021/21 included at page 3 of the Annual Governance and Accountability Return 2021/22.
4. To approve Section 1 – Annual Governance Statement 2021/22 for Stokesley Town Council on page 4 of the Annual Governance and Accountability Return 2021/22.
5. To approve Section 2 – Accounting Statements 2021/22 for Stokesley Town Council on page 5 of the Annual Governance and Accountability Return for 2021/22.
6. To consider the Internal Auditor’s written report and agree any necessary actions arising from it.
7. To receive the Investment Income Accounts Statements for May 2022 for both the Town Council and Manorial Lands Trust circulated on 6.6.22.

10. TO REVIEW AND ADOPT ALL CURRENT POLICIES

- Appraisal Policy.
- Archiving and Retention Policy.
- CCTV Policy.
- Code of Conduct.
- Community Engagement Strategy.
- Complaints Procedure.
- Data Protection Policy.
- Disciplinary and Grievance Policies and Arrangements.
- Dignity at Work Policy.
- Display Screen Equipment Users – Eye Test Policy.
- Equal Opportunities Policy.
- Equality Policy.
- 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
- Sickness Absence Policy.
- Standing Orders (as amended and circulated on 12.5.22)
- Training Policy

11. MATTERS FOR DISCUSSION

Town Council

1. Update on the Strategic Objectives for 2022/23:-
 - a. Cobbles.
 - b. Parking.
 - c. Electric Vehicle Charging Points.
2. Press Releases Approval.
3. Information / Interpretation Panels – update.
4. The Globe – entry access.
5. Proposed New Play Park Consultation – update.

Committees and Working Groups

No meetings have taken place.

North Yorkshire County Council

1. To receive the new council for North Yorkshire update Issue 3 – 30 May 2022 circulated on 31.5.22.
2. To receive the invitation to attend a second online briefing which will provide a progress update on the transition to North Yorkshire Council, the new unitary council for North Yorkshire circulated on 1.6.22.

Hambleton District Council

1. To receive the Stokesley Town Investment Plan circulated on 1.6.22.

Police

1. To receive the monthly statistics report.

YLCA

1. To receive the White Rose Updates.
2. To receive the Training E—Bulletins.
3. To receive the Law and Governance Bulletins.
4. To receive the Consultation on Local Flood Risk Management Strategy circulated on 17.5.22.

Correspondence/Complaints received

1. To receive the S137 Grant Application from the Moorsbus CIC requesting a donation of £500 towards running their bus service circulated on 30.5.22.
2. To receive the information on the ZZoomm Full Fibre Broadband Launch circulated on 19.5.22.

3. To receive the letter from an anonymous resident regarding their concerns about young people riding bicycles and doing wheelies in the middle of the road and also riding bicycles and scooters on the footpaths circulated on 24.5.22.
4. To receive the e-mail from a resident on West Green who is concerned about the speed of traffic and reporting several incidents where vehicles have been damaged circulated on 24.5.22.
5. To receive the e-mail from a resident regarding the speed of traffic entering Stokesley from Thirsk Road circulated on 1.6.22.

Items tabled for information

None received.

9. EXCLUSION OF THE PRESS AND PUBLIC

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

The next Town Council meeting will take place on Tuesday 12 July 2022.

PLANNING APPLICATIONS TO BE CONSIDERED AT THE

TOWN COUNCIL MEETING TO BE HELD ON 14 JUNE 2022

Applications Received

22/01159/FUL - 22/01222/LBC 55 Levenside – proposed replacement of decayed wood sliding sash windows with new wood sliding sash windows.

22/00644/FUL - 11 Roseberry Avenue – single storey side/rear extension.

22/01111/FUL – 50 College Square – replacement and repair to two dormer windows to the front elevation, replacement of the plain fascia boards with Victorian patterned fascias and replace the weathered and rotten timber cladding on each dormer with tongue and groove sapele boarding.

22/00443/LBC – 73 Levenside – LBC for the internal and external alterations to dwelling and widening of the driveway.

22/01151/FUL – Stokesley Golf Range – Construction of a single storey extension at Stokesley Golf Range to provide larger indoor seating area with café / function room facilities and the provision of additional staff car parking to the north.

22/01166/FUL – GSC Grays, 26 – 28 High Street – Replacement 4 casement windows to the front elevation and 1 small direct glazed window to the rear elevation with single glazed hardwood to the same design.

22/01281/FUL – The Orchard – Alterations and extension to existing dwelling.

Applications Granted

22/00837/FUL – Brook House, 21 Levenside – Revised application for the installation of a new electric gate to the entrance serving properties Brook House, 21 Levenside and The Barn, 23 Levenside.

22/01020/FUL – 3 Springfield – Single storey extensions to front rear and side with new pitched roof to replace flat roof to existing detached garage.

22/00846/FUL – 58 The Stripe – Replacement windows and doors.

22/00865/FUL – Surrey House, 31 West Green – Proposed dormer windows.

22/00640/FUL – Sadlers 59 – 61 High Street – Approval sought for change of use of manorial land currently used for public parking and construction of a decking area to serve food & drink at the front of the café & bistro.

STOKESLEY TOWN COUNCIL – MAY 2022**ACCOUNTS REPORT****Payments**

<u>Supplier</u>	<u>Reason</u>	<u>Value £</u>
Salaries	Weeks 52 – 3	5362.19
HMRC	PAYE/NIC Weeks Month 1	771.61
Sage	IT Support	DD 94.80
Zurich	Insurance	3395.91
Town Hall Trust	Office Rent – May	484.00
Clear Business	Internet / Telephone	DD 117.23
Canon	Photocopier	167.22
Wigin Landscaping	Grass Cutting and Tree Work – April	2111.53
MBP Groundcare	Hedge SLA	322.50
MBP Groundcare	Cycle racks – Open Spaces / Miscellaneous	60.00
PPS	Toilet Rolls – Open Spaces / Toilets	305.82
Staples	Toilet Rolls – Open Spaces / Toilets	439.01
Rotary Club	S137 Grant	750.00
Lesley Palmer	Newsletter	190.00
Christmas Plus	Repair and Replace – Christmas Lights	666.14
Town Hall Trust	Meeting Rents – May	72.00
Barclays	Bank Charges	DD 8.50
Signs & Plastics	New Signs – Miscellaneous	4488.00
Teesdale Event & Site Services Ltd	Toilets for Jubilee – Events	915.60
Amazon	Jubilee – Events	636.44
HDC	Premises Licence for the Plain – Events	70.00
Total		21428.50