

## STOKESLEY TOWN COUNCIL

The Meeting of the Town Council was held on Tuesday 10 June 2025 at 7 pm  
in Stokesley Town Hall

**Present:** Cllrs Sally Atkinson, Mike Canavan, Sean Carey, Claire Craster, Olivia Dell-Price, Bryn Griffiths, David Oxley and Gary Yuille.

Clerk – Mrs Julie McLuckie, North Yorkshire Police – Sgt. Chris Ross and one member of the public.

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

Sgt. Ross presented the Police Report and provided further detail on the 23 incidents reported between 1 May to 31 May 2025.

**North Yorkshire Council (NYC)** – Cllr Griffiths suggested that we introduce a Local Plan working group to review and draft a consultation response which needs to be submitted by 15 July 2025.

The Planning approval for the 3G Pitch had not been processed correctly and the knock on effect is that this will now have a negative impact on the upcoming football season as the work had been planned to take place over the summer months when the pitch was not in use. Cllr Griffiths had raised the question as to why officer's reports were not uploaded and had been advised that this was due to a technical issue and that they had not realised. However, earlier correspondence had said that they were waiting for the document to be approved prior to uploading. **RESOLVED** that this is another example of the North Yorkshire Council planning department failing to operate correctly and the Clerk was asked to raise this with the Senior Planning Officer.

Tilia Lighting Scheme – Cllr Griffiths had received a notice saying that this was not supported by the Highways. The installation of lighting to the junction of Tanton was a condition imposed by the Inspectorate as part of the planning approval and therefore should be completed, the Highways is a separate issue. **RESOLVED** that the Clerk request a meeting with the Chief Executive and the Head of Planning to discuss this and the many other planning issues. If the meeting does not resolve the issues, then a submission will be made regarding the failing to the Local Ombudsman. The Clerk was also asked to seek advice from YLCA regarding the ongoing incompetency from North Yorkshire Council.

### **1/10/06/25 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

### **2/10/06/25 APOLOGIES FOR ABSENCE**

1. **RESOLVED** that the apologies for absence from Cllrs Cook, Johnson and Sowerby be received.
2. **RESOLVED** that the reasons for absence provided be agreed.

### **3/10/06/25 COUNCILLOR CO-OPTION**

**RESOLVED** that Olivia Dell-Price be co-opted as a Town Councillor to replace Andy Wake.

#### **4/10/06/25 DECLARATIONS OF INTERESTS IN ITEMS ON THE AGENDA**

**None declared.**

#### **5/10/06/25 MINUTES**

**RESOLVED** that the minutes of the Town Council meeting held on 13 May 2025 and the be agreed and signed as a true record.

#### **6/10/06/25 PLANNING**

1. The following Planning Applications were received and reviewed. **RESOLVED** to confirm approval of all the comments submitted as detailed.

##### Applications Received

**ZB25/00764/SPN – Coop, Springfield** – Application to determine if prior approval is required for proposed roof top solar PV installation on a non-domestic building. **RESOLVED** that the Town Council felt that the Planning Officer should determine whether prior approval is required or not.

**ZB25/00833/FUL & ZB25/00834/LBC – The Manor House, Hight Street** – Application and Listed building consent for the construction of a single storey side extension to existing dwelling and a wall to extend the boundary with metal gate. **RESOLVED** that the Stokesley Conservation Area Appraisal of December 2010 noted that within it is a number of buildings that make a particularly important contribution to the townscape and play a significant role in establishing the character of the town. One of these landmark properties is the Manor House which dates from the early 18<sup>th</sup> and early 19<sup>th</sup> Centuries, which stands graciously on its plot, and occupies a dominant position in the town centre overlooking The Plain where the weekly market is held, with views of the Manor House seen through the gates. Orangeries have been added to buildings for several centuries. Typically, they were south facing to take advantage of the maximum possible light, and were constructed using brick or stone bases, brick or stone pillars, and a corbel gutter, traditional in materials and style to the dwelling to which they were attached. They also featured large, tall windows to maximise available sunlight in the afternoons. Extensions to dwellings are deemed acceptable in some circumstances with different architectural styles from the host dwelling where they show the development of the building over time, but this is matter for individual consideration by the Planning Authority, and not least the opinion of the Conservation Officer. Whilst the current proposal provides stone construction which shows some consistency with the host dwelling the proposed fenestration fails to take a lead from any of the three existing elements of the host dwelling. Further the proposed roof of the orangery with a single membrane flat grey roof with a roof double glazed roof with aluminium lantern capping externally is more typically seen on extensions to modern dwellings rather than as an addition to Grade II\* listed building. It is a matter for consideration by the Conservation Officer of whether the current proposal adds to the presence and character of the Manor House, or detracts from it.

**ZB25/00328/FUL and ZB25/00884/LBC – Morrisons Daily, 30 High Street** – Application (including listed building consent) to replace 10 windows to side and rear elevations. **RESOLVED** Stokesley Town Council welcome the proposal to carry out work to replace the currently boarded up windows to the rear and side of this building. The boarding is unsightly and detracts from the character and appearance of this listed building. The rear and side windows are visible from the public footpath that runs adjacent to the building from the High

Street to North Road. Stokesley Town Council have no objection to the replacement of what, presumably, were single glazed windows in the side and rear locations with double glazed units as these provide increased thermal efficiency. The Heritage Statement in Paragraph 2 indicates that the property 'features traditional Georgian sash windows and retains much of its original character'. Further, Paragraph 3 states the 'replacement presents an opportunity to introduce new windows that are more in keeping with the building's age and style, using appropriate materials and traditional detailing that enhance the heritage value overall'. Subsequently Paragraph 5 comments the proposal is 'to replace the existing windows with bespoke timber-framed sash windows, replicating the original detailing and proportions. However these comments are at variance with the statement in the application document that the proposal is to 'remove and replace 10 windows with new like for like', especially when combined with the photographs shown in Paragraph 8, Supporting Information, which show a range of different window styles and the Manufacturers Details document which provides details of yet another type of window. Whilst the proposal to replace the existing windows with bespoke timber-framed sash windows, replicating the original detailing and proportions is acceptable this needs to be supported by appropriate documents for each of the windows to be replaced showing the precise detail of the timber-framed sash windows for each of the 10 window openings. Subject to this level of detail being subsequently provided to the satisfaction of the Conservation Officer then Stokesley Town Council would support the enhanced application.

**ZB25/00959/MRC – White House Farm** – Removal of condition 6 and variation of conditions 2,3,4,5 and 7 to previously approved application 22/00127/REM (application for approval of reserved matters (considering appearance, landscaping, layout and scale) following approval 19/02101/OUR for outline planning application with all matters reserved (excluding access) for the construction of up to 25 no. residential dwellings (as amended). **RESOLVED** that a proposed response be circulated via e-mail for approval and formally recorded at the next meeting.

**ZB25/00760/ADV – 33 High Street** – Application for consent to display an internally illuminated (static halo lighting) fascia sign. **RESOLVED** to object. This application covers an internally illuminated (static halo lighting) fascia sign using aluminium letters on the existing wood fascia. The Hambleton Market Towns Conservation Area Design Guide in Paragraph 2.45 states 'The use of timber or modern materials that are indistinguishable from it are the most appropriate. High gloss or reflective plastic signs should always be avoided, and bright and garish colours are likely to be at odds with the character of the historic environment.' and in Paragraph 2.47 'Shop fronts do not need special illumination if the level of street lighting is adequate. Applications for illumination should provide a survey of the existing level of illumination within the street and justify their proposal. Box fascias, internally illuminated, are unsightly and should be avoided. Discreet spotlights and house lights may create a more even and pleasing effect whereas neon lights, strip lighting (unless concealed) or oversized swan-necked lamps are also to be avoided. Great care is needed to avoid lighting units which appear unsightly in the daylight and light fittings should ideally be concealed.' This application does not to meet the above criteria.

#### Applications Granted

**ZB25/00522/FUL – 15 Meadowfield** – Single storey front and side extension.

**ZB25/01129/FUL – 57 High Street** – Conversion of the existing front building to include a change of use to the ground floor from C3 residential to A1 retail. Upper floors to be split, creating two separate apartments. Demolition to the rear garages to create two new

apartments and associated landscaping. **RESOLVED** that the Clerk follow up on previous conversations held with Hambleton District Council about limiting the allocation of residents parking permits for new developments with the appropriate department at North Yorkshire Council.

**ZB25/00018/LBC – 73 Levenside** – Application for Listed Building Consent to build floors / ceilings in lieu of rebuilding the stairs. Additional minor internal alterations.

**ZB25/00757/CAT – 14 West End** – Application for works to a tree in a conservation area. T1 Sycamore.

2. Planning and Development Issues: -

- a. Taylor Wimpey Estate – **RESOLVED** that the enforcement update circulated on 20.5.25 be received.
- b. British Legion Club Site – **RESOLVED** that the enforcement update circulated on 20.5.25 be received.
- c. Tilia Estate – **RESOLVED** that the enforcement update circulated on 20.5.25 be received.
- d. Brierley Development – **RESOLVED** that the enforcement update circulated on 20.5.25 be received.
- e. 47 High Street (formerly the Pack Horse Pub) – **RESOLVED** that the enforcement update circulated on 20.5.25 be received.
- f. Morrisons, High Street – **RESOLVED** that the planning application to replace the windows has now been received.
- g. Costa Coffee, High Street – **RESOLVED** that the enforcement update circulated on 20.5.25 be received.
- h. Millbry Hill – **RESOLVED** that the enforcement update circulated on 20.5.25 be received.

**7/10/06/25 FINANCIAL STATEMENTS**

1. **RESOLVED** that the monthly statements for May 2025 circulated on 4.6.24 be received.
2. **RESOLVED** that the payments made in May 2025 (attached at Appendix 2) be received.
3. **RESOLVED** that the Annual Internal Audit Return for 2024/25 included at page 3 of the Annual Governance and Accountability Return 2024/25 circulated on 10.6.25 be received and approved.
5. **RESOLVED** that Section 1 – Annual Governance Statement 2024/25 for Stokesley Town Council on page 4 of the Annual Governance and Accountability Return 2024/25 circulated on 10.6.25 be approved.
6. **RESOLVED** that Section 2 – Accounting Statements 2024/25 for Stokesley Town Council on page 5 of the Annual Governance and Accountability Return for 2024/25 circulated on 10.6.25 be approved.
7. **RESOLVED** that the Internal Auditor’s written report circulated on 10.6.25 be received.
8. **RESOLVED** that the Investment Report for Q1 1 January 2025 to 31 March 2025 be received.

**8/10/06/25 MATTERS FOR DISCUSSION**

**Town Council**

1. Strategic Objectives for 2025/26: -

- a. Cobble. **RESOLVED** that Cllr Griffiths request an update regarding the work schedule and also obtain the information on what has been spent to date on the cobble repairs, what money was ring fenced to complete this work and time frame for the work to take

place. If Cllr Griffiths cannot obtain this information, then a formal complaint will be raised by the Manorial Lands Trust to the Local Ombudsman.

- b. Parking – **RESOLVED** that the Town Councillors would commence spot surveys at the West End of Town to try and collate information regarding displacement parking etc. Residents were also encouraged to collate information for the Council to review prior to agreeing the next course of action. Cllr Canavan would seek advice from Ward Hadaway on part implementation of the scheme and the available options to include the areas at the West End of Town without the introduction of disc parking.
  - c. Endeavour Footpath – **RESOLVED** that Cllr Oxley has requested a quote to lay the path with a tampered stone footpath. The quote could then be considered against the funds available from S106 which have to be spent by April 2026.
2. Press Releases / Newsletter – **RESOLVED** that the copy deadline for the next edition of the newsletter is 9 July 2025 so any articles for inclusion to be submitted to the Clerk by Friday 4 July 2025.
  3. Public Toilets – **RESOLVED** that the electrician is meeting with the company who supply the pay entry system to confirm what is required, they will then provide the quote for the work.

### **Committees and Working Groups**

**No meetings have taken place.**

### **North Yorkshire Council**

**No items received.**

### **Police**

1. **RESOLVED** that the monthly statistics report circulated on 3.6.25 be received. A total of 23 incidents had been reported between 1 May and 31 May 2025.

### **YLCA**

1. **RESOLVED** that the White Rose Updates be received. Cllr Canavan advised members that there was information regarding a grant scheme available for village / town halls for schemes £75k and over. Consideration to be given to submitting the window repairs and solar panel installation etc to see if that would meet the level required.
2. **RESOLVED** that the Training E—Bulletins be received.
3. **RESOLVED** that the Law and Governance Bulletins be received.
4. **RESOLVED** that the Information Requests and Vacancies Information be received.
5. **RESOLVED** that the Chief Executive bulletins be received.

### **Correspondence/Complaints received**

1. **RESOLVED** the S137 Grant Application from Stokesley Pride In Our Town Association (SPIOTA) requesting a donation of £2100 circulated on 27.5.25 be received and approved. SPIOTA were thanked for their continued hard work in ensuring all the plant tubs are planted and maintained and for keeping the Town looking vibrant with all the beautiful flower displays. Cllr Griffiths confirmed that he is in the process of submitting a locality grant bid to replace the last of the tubs but that he may not be able to secure sufficient funds to cover it all. SPIOTA could submit another S137 application to cover the balance.
2. Ziggurat – as agreed the Ziggurat was moved from the ‘Old Market Square’ to North Road where it will remain. This frees up the ‘Old Market Square’ for artist performance throughout the Summer and other events throughout the year. Sincere thanks were given

to the staff from Winley Hill Farm who removed the bench and frame from around the tree and relocated the Ziggurat as a gesture of goodwill.

**Items tabled for information**

**No items received.**

**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 **RESOLVED** that the press and public be excluded from the meeting to deal with items of a confidential nature.

Library Funding – **RESOLVED** that the Library Trustees would submit a S137 grant application requesting the funds to cover the Library Manager staffing costs.

The meeting closed at 8.40 pm.

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

## STOKESLEY TOWN COUNCIL – MAY 2025

## ACCOUNTS REPORT

## Payments

<b>Supplier</b>	<b>Reason</b>	<b>Value £</b>
Salaries	Weeks 5 - 8	5824.02
HMRC	PAYE/NIC Month 2	1450.03
Sage	IT Support	123.60
HFC Systems	Office 365 – IT Support	112.56
Zurich	Insurance	3832.43
Town Hall Trust	Officer Rent	520.00
Clear Business	Phone / Internet	119.81
Canon	Photocopier Contract	82.37
Canon	Photocopier Contract	63.91
Cumbria Clock Company	Clock Maintenance	1512.00
C G Robinon & Sons Ltd	Monthly Grass Cutting Contract May and June	5425.34
MBP Groundcare	Hedge Monthly SLA	347.50
British Gas	Electricity – Open Spaces / Toilets	100.63
PPS	Cleaning Products – Open Spaces / Toilets	16.56
YLCA	YLCA Subs	973.00
Lesley Palmer Advertising	Newsletter	160.00
Barclays	Bank Charges - Miscellaneous	8.50
North Yorkshire Council	Premises Licence - Miscellaneous	70.00
Premier Group Recycling	Confidential Recycling - Miscellaneous	114.00
Amazon	Litter Picking Award items - Miscellaneous	29.97
Information Commissioners Office	Data Protection Licence – Miscellaneous	47.00
Catch Designs	Banners – Events	1404.00
<b>Total</b>		<b>22337.23</b>