

## STOKESLEY TOWN COUNCIL

A Meeting of the Town Council was held on Tuesday 13 December 2022 at 7 pm  
in Stokesley Town Hall

**Present:** Cllrs Sally Atkinson, Mike Canavan, David Cook, Bryn Griffiths, Christopher Johnson, Martin Luxton, David Oxley and Graham Sowerby.

Clerk – Mrs Julie McLuckie, Mr K Turland – D&S Reporter

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

A representative from the Climate Action Group requested support from the Town Council for the 20s Plenty Campaign to be introduced on the estate road across Stokesley. The Town Council advised that they had also received a separate request which was seeking the introduction of 20mph along the High Street and that both items would be discussed later on the agenda.

**North Yorkshire County Council (NYCC) – RESOLVED** that County Cllr Griffiths confirmed that he was waiting for a response about the resurfacing of North Road. The double yellow lines order was now in place for Levenside and the lines should be painted when the weather is appropriate. NYCC are still refusing to carry out any work on the flooding at the crossing on the High Street stating there is no budget available. Photographs had been provided showing the ice which is extremely dangerous not only for pedestrians but vehicles. NYCC have put up warning signs on both sides of the crossing. Cllr Canavan had noted that white lining reinstatement was due to take place on West Green and asked if the lines in front of the White Swan could be reinstated at the same time to prevent traffic from driving incorrectly.

**Hambleton District Council (HDC) – RESOLVED** that District Cllr Griffiths advised that he was aware of a bid to utilise CIL funding on other projects and asked Members to consider bids that could be submitted. Cllr Griffiths was in the process of obtaining the data from HDC for the Show Field Car Park with a view to making a submission under double devolution when it becomes a Unitary Authority. Cllr Griffiths had requested that the road sweeper remove the leaves from along the Levenside and had been advised that an order has been placed. Cllr Griffiths praised the staff at the Leisure Centre following a recent incident in the pool which had a successful outcome.

### **1/13/12/22 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.

### **2/13/12/22 APOLOGIES FOR ABSENCE**

1. **RESOLVED** that the apologies for absence from Cllrs Carey, Scott and Wake be received.
2. **RESOLVED** that the reasons for absence provided be approved.

### **3/13/12/22 DECLARATIONS OF INTERESTS IN ITEMS ON THE AGENDA**

**RESOLVED** Cllr Griffiths declared an interest in anything that may involve their position as District and County Cllr. Cllr Atkinson declared an interest in the Flowerbee Planning decision.

### **4/13/12/22 MINUTES**

**RESOLVED** that the minutes of the Town Council meeting held on 8 November 2022 be agreed and signed as a true record.

### **5/13/12/22 PLANNING**

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

## Applications Received

**22/02430/FUL – 12 Elmwood Close** – proposed new windows and doors, replacement of external cladding, internal alterations. **RESOLVED** no objections.

**22/02500/LBC - 22/02499/FUL – Land to rear of 25 High Street** - change of use of rear garden area to accommodate 5No glamping pods. **RESOLVED** to object to this application based on the following:-

- A full Flood Risk Assessment has not been provided with the application. This is a key requirement given the proposal centres around the provision of sleeping accommodation at ground floor level, with the resulting increased vulnerability to occupants from any flood event.
- The Conservation Area Act 1990 Section 72(1) notes that with respect to any buildings or other land within a Conservation Area, special attention must be paid to the desirability of preserving or enhancing the character or appearance of that area. It is considered the current proposal fails to meet both of these criteria, the design of the glamping pods is not characteristic of a Conservation Area.
- With reference to Local Plan 2022 Policy E5 Development Affecting Heritage Assets states that a proposal will only be supported where it ensures those features that contribute to the special architectural or historic interest of a listed building or its setting are preserved and where it ensures those elements that have been identified as making a positive contribution to the special architectural or historic interest of a conservation area and its setting are preserved and, where appropriate, enhanced, having regard to settlement character assessments and conservation area appraisals. This application fails to meet this test.
- The glamping pods would be clearly visible from the well-used footpath that runs along the south side of the River Leven at this point and impact the character of this part of the conservation area. During late autumn and winter, after the leaves have dropped, users of the road on Levenside have the same views.
- Impact on the Teesmouth & Cleveland Coast SPA - The Habitat Regulations require that Habitat Regulations Assessment will be required. The proposed glamping pods will provide a discernible increase in the amount nitrogen discharged from the site into the watercourse. No information has been submitted regarding how this increase will be offset or an assessment of the impact on the SPA, in direct conflict with the HRA.
- The provision of 5 outdoor jacuzzies, each adjacent to the boundary fence, will encourage the use of outside space forming part of each glamping pod plot and impact the amenity of neighbouring properties, including the adjacent Kirkleven, because of the increased noise levels, particularly in the evenings.
- The current application does not include a specific application to provide a door in No.27 to provide access to either the proposed glamping pods or the additional bedrooms. Such an application would be required, particularly given No.27 is a listed building.
- The application makes the comment that the glamping pods will both not affect the setting of No.25 and are non-permanent. Both statements are considered incorrect, at best the glamping pods are at least semi-permanent structures.
- In a previous application which related to the 19/01014/FUL which covered the Change of use of First and Second floors from offices to 2No. Apartments. at 25 High Street, NYCC noted its concern over the lack of parking provision. The Officer Report noted in response to this comment the good range of transport services to local villages, Northallerton and Middlesbrough. In the last four years the level of service has been significantly reduced and should therefore no longer be considered an offsetting factor for absence of any additional parking provision offered as part of this application.

- The application states that the hotel's 13 rooms are constantly fully booked and notes that most are taken from people out of the local area. As no additional parking is to be provided as part of this application, the addition of 5 extra rooms will have a not insignificant impact on parking availability within Stokesley town centre and therefore on the viability of Stokesley as a Vibrant Market Town
- The application notes that remodelling of the rooms in No.27 is currently taking place. It is requested that such remodelling in a listed building is investigated to that this is permitted development.

**22/02497/FUL - 22/02498/LBC –The Only Weigh Out Ground floor, 25 High Street** – Proposed change of use from Class E (Retail) to Class C1 (Hotel) including internal and external alterations. **RESOLVED** to objection to this application based on the following :-

- A full Flood Risk Assessment has not been provided with the application. This is a key requirement given the proposal centres around the provision of sleeping accommodation at ground floor level, with the resulting increased vulnerability to occupants from any flood event.
- Impact on the Teesmouth & Cleveland Coast SPA - The Habitat Regulations require that Habitat Regulations Assessment will be required. The application comments qualitatively that there will not be an increase in nitrate discharge, but it fails to provide a quantitative analysis to support this claim.
- By creating a separate use for only part of the ground floor property at No.25 the application will not positively impact on the viability of the host dwelling. Indeed, it may negatively impact such viability by removing storage space for the continued retail use of the core listed building.
- The current application does not include a specific application to provide a door in No.27 to provide access to either the proposed glamping pods or the additional bedrooms. Such an application would be required, particularly given No.27 is a listed building.
- In a previous application which related to the 19/01014/FUL which covered the Change of use of First and Second floors from offices to 2No. Apartments. at 25 High Street, NYCC noted its concern over the lack of parking provision. The Officer Report noted in response to this comment the good range of transport services to local villages, Northallerton and Middlesbrough. In the last four years the level of service has been significantly reduced and should therefore no longer be considered an offsetting factor for absence of any additional parking provision offered as part of this application.
- The application states that the hotel's 13 rooms are constantly fully booked and notes that most are taken from people out of the local area. As no additional parking is to be provided as part of this application, the addition of 5 + 3 extra rooms will have a not insignificant impact on parking availability within Stokesley town centre and therefore on the viability of Stokesley as a Vibrant Market Town
- The application notes that remodelling of the rooms in No.27 is currently taking place. It is requested that such remodelling in a listed building is investigated to that this is permitted development.

**22/02570/FUL – The Orchard** – Demolition of existing and replacement of conservatory. **RESOLVED** to object because this is the third planning application relating to this property received in relatively close succession this year for different elements of development of the site. An appropriate observation would be that a composite application would have been beneficial to fully understand the occupiers' full development intentions.

The previous application for the dwelling itself related to the extension to the width of the front of the building. In the Officer report it noted the ridge height of the extension should be lower than that of the main ridgeline and the extension should be set back from the main front elevation of the existing dwelling and that 'the proposed development i. achieves a subservient form of development and would result in an acceptable development form within this location.' This subserviency is compromised with the proposed replacement conservatory which spans across the width of both the original dwelling and the approved extension. Therefore, does it meet the test of good quality design.

**22/02652/FUL – 33 High Street** – Replacement of existing shopfront, replacement and additional doors and windows to rear and **22/02614/LBC – 33 High Street** – Listed building consent for general refurbishment of building to include stripping out of shop fit-out, replacement shop front, dry lining to walls, replacement floors, replacement windows, replacement staircase, re-roofing to incorporate insulation all to improve the standard of the building and enable upper floors to be let out separate to ground floor retail unit. **RESOLVED** that Stokesley Town Council endorse the Conservation Officer's detailed comments on the application. These raise several concerns about the proposals and the impacts they both would, and in other cases could, have on the property. The proposal, as presented, is primarily conceptual in nature. Much further investigation of the condition of the existing structure of the building is required to provide the basis of more detailed proposals for what is a major refurbishment / remodelling project. Without such detail significant damage could be caused to the existing heritage asset. The proposed remodelling of the windows openings not only impacts the rear extensions to the original property, but also the rear elevation of the property itself. The harm from the introduction of new window openings has not been justified by any public benefit. There are specific concerns with both the use of GRP framing for the proposed windows to the rear and side elevations of the property. Both elevations are readily visible from the public footpath which runs adjacent to the property. As such the same criteria should be applied to these elevations as would be applied to the front elevation of the property, which would require the use of timber frames. As presented, Stokesley Town Council would not support approval of this application and request the LPA to obtain further structural reports to enable an informed decision to be taken at a later date - following further public consultation.

**22/02644/FUL – 17 Linwood Avenue** – Proposed single storey rear/side extension. **RESOLVED** that this application covers, in the first instance, the demolition of an existing garage. This is a 'semi-detached' garage with a party wall shared with the garage of 19 Linwood Drive. The pair of garages appears to be as built by the developer of the estate and both have a 'nominally' flat roof which are shown on the 'existing elevation' drawings and having a shallow fall towards the rear of the curtilage of the properties. The rears of both Nos 17 and 19 back on to the public open space which runs to the south of the public footpath which links Beechwood Avenue and Cherrywood Avenue. This footpath also has views of the rears of both Nos 17 and 19. The proposal covers in the second instance an extension to the rear of No.17. This would extend from the house to part way along the length of the existing garage. The 'proposed elevation' drawings show this as a 'true' flat roof. This would neither be complementary to the roof treatments of the host dwelling nor match the slope on the garage at No.19 which forms the other half of the existing pair. It would create a mismatch of roof slopes. With the extension at No.17 and the garage at No.19 both publicly visible the proposal would therefore not appear to meet the good design criteria laid down by the LPA. On that basis Stokesley Town Council do not support approval of the application with the current design.

**22/02415/TPO – 47 The Firs** – Works to trees subject to a Tree Preservation Order 18/00008/TPO2. **RESOLVED** that this is the second application this year for work to the trees covered by this TPO at this property. It is vital that the LPA assessment of this application is subject to the same scrutiny and analysis as that outlined in the Officer report for application 22/00334/TPO dated 27 April 2022.

**22/02684/FUL – 54 North Road** – Revised application for proposed extensions to rear of house and new roof over garage, to include the installation of a flue for a multi fuel stove. **RESOLVED** that the proposed new black flue pipe with black cowl over sits uncomfortably with the existing chimney stack on the property. As such does it fail to meet the requirement for good quality design set out by the LPA?

**22/02718/DPN – Whitehouse Farm** – application to determine if prior approval is required for proposed demolition 15no buildings. **RESOLVED** that this application is at least part retrospective as work has been taking place on the site for some time which is included in this application. That said removal of the

buildings will eliminate an eyesore on the approach to Stokesley, and therefore is supported. Should formal approval be deemed to be required, the key elements from the perspective of local residents will be to ensure noise and dust restraint measures are fully specified and implemented, appropriate measures relating to traffic access and egress to the site are specified, with effective cleaning of mud from wheeled traffic leaving the site key to ensure no mud / debris is transferred to the main Stokesley to Hutton Rudby Road and all heavy vehicles comply with traffic weight restrictions in Stokesley.

#### Applications Granted

**22/01931/FUL – The Orchard** – Application for change of use of land to domestic to enable the construction of a triple garage with garden store and plant room.

**22/02335/LBC and 22/02328/FUL – 1 Leven Wynd** – Listed building consent for proposed replacement of decayed wood door and frame.

**22/02203/FUL – 2 West End** – Replace current windows with double glazed.

**22/02344/FUL – 41 Riversdene** – Demolition of conservatory, construction of single storey garden room extension.

**22/02282/FUL – 18 Eastfields** – proposed porch to front as amended 17 October 2022

#### Applications Refused

**22/02097/ADV – The Flower Bee Florist and Events Unit, 2 Sterling House** – Retrospective advertisement consent for a large surface fixed not illuminated shop sign with additional small non illuminated notice board adjacent to entrance and text to front door.

**22/02151/FUL – The Leven, 27 High Street** – Retrospective change of use from Hotel storage area to residential flat. Alterations to external elevations, construction of a 2.8m high boundary wall.

3. Planning and Development Issues – HDC had refused the request to host a public meeting, so the Clerk continues to try and obtain progress updates.
  - a. Taylor Wimpey Estate – awaiting update from HDC. **RESOLVED** that the Clerk raise the ongoing concern regarding the flooding which has increased due to the inclement weather and that this is now a major hazard as it freezes, and the risks associated with this if children decide to try to skate on the area.
  - b. British Legion Club Site – awaiting an update from HDC.

#### **6/13/12/22 FINANCIAL STATEMENTS**

1. **RESOLVED** that the monthly statements for November 2022 circulated on 2.12.22 be received.
2. **RESOLVED** that the payments made in November 2022 (attached at Appendix 1) be received and agreed.
3. **RESOLVED** that the Investment Income Accounts Statements for November 2022 for both the Town Council and Manorial Lands Trust circulated on 2.12.22 be received.
4. **RESOLVED** that the budget for 2022/23 was reviewed and the draft budget for 2023/24 proposed by the Finance Committee following their meeting on 6 December 2022 circulated on 8 December 2022 be agreed.
5. **RESOLVED** that based on the recommendations of the Finance Committee following their meeting on 6 December 2022 that the Precept be increased from £160,000 to £169,500 (£146,000 Town Council element and £23,500 for the Globe element) this equates to a 4.92% increase, the equivalent of £3.67 increase for a Band D property.

#### **7/13/12/2022 MATTERS FOR DISCUSSION**

##### **Town Council**

1. Update on the Strategic Objectives for 2022/23.
  - a. Cobblestones – **RESOLVED** that confirmation has been received from HDC that the tender process is underway with a closing date for bids of 20 December 2022. Subject to Cabinet approval it was

hoped that the work would commence in March 2023, and this would include the reinstatement of the white lines. The Clerk was asked to obtain a copy of the specification used for the quote.

- b. Parking – **RESOLVED** that the Clerk had contacted Scarborough Borough Council and is awaiting a response about the partial introduction of the Off Street Parking Places Order (OSPPO). NYCC had expressed a concern if one hour would be sufficient to carry out the Town Council enforcement element. The Clerk would discuss this with them further.
- c. Electrical Vehicle Charging Points (EVCP) – **RESOLVED** that following a meeting with Zest – a company who would offer to install, manage and maintain the EVCP at no cost to the Town Council we are in the process of submitting a funding bid for the work which has to go in the name of the Town Council. Subject to approval of the grant then Zest would arrange for the installation etc to take place. It was agreed to include in the contract that if further down the line the EVCP were making money then a percentage would be shared with the Town Council.
2. Press Releases Approval – **RESOLVED** that the next newsletter include information on the budget setting process and the rationale for the increase in the precept levy.
3. Information / Interpretation Panels – **RESOLVED** that steady progress has been made with four of the seven panels designs nearly complete and all seven sites agreed. It is hoped to complete the others early in the New Year when they will be circulated for approval and installed.
4. ZOOMM Update – **RESOLVED** that we are waiting for confirmation from Zoomm that they will use the OFCOM Wayleave agreement or that they will pay for their proposed Wayleave agreement to be reviewed by our Solicitors. A phased approach for the work in College Square has been agreed. With regard to the work on West Green the Clerk had confirmed that the carriageway and footpaths are NYCC but that the parking area in front of the Masonic Lodge was Manorial Land and that a £250 charge would be levied for them to utilise the area as a footpath whilst they carry out the work on the footpath. The Clerk had also requested that they only work in one area at a time along the High Street to minimise disruption and the impact on the parking.
5. Silver Street Lease – **RESOLVED** that the Clerk had circulated the confirmation from Northern Powergrid that they are in the process of reviewing the lease and that they will arrange for the rubbish to be removed from the power station – awaiting update.
6. Bid to join NYCC Pilot Scheme (information circulated on 2.11.22) - **RESOLVED** to submit separate bids for the Show Field Car Park, Town Warden, Trees, Cobbles Lease and Weed Killing (footpaths).
7. Registration of Land – **RESOLVED** that as requested the Clerk had submitted the information to Land Registry to ensure the areas of land identified are registered correctly. Thanks were passed to a resident for their assistance in sorting the paperwork for the submissions.
8. Trees – Fairfield Play Area and Woodland – **RESOLVED** that the Clerk would ascertain if the work to trees was urgent on the ground of health and safety or if the work could be placed into the forward plan for next year.
9. Play Park – Require for nets on the goal posts - **RESOLVED** that the nets can be installed and that they be checked by our Play Park Attendant as part of his weekly inspection and any issues reported to the Clerk. The Risk Assessment amended to show this additional element was approved.

#### **Committees and Working Groups**

1. **RESOLVED** that the minutes from the Employment Committee held on 15 November 2022 be received.
2. **RESOLVED** that the minutes from the Open Spaces and Allotments Committee held on 21 November 2022 be received.
3. **RESOLVED** that the minutes from the Finance Committee held on 6 December 2022 be received.
4. **RESOLVED** that the minutes from the Communications and Events Committee held on 8 December 2022 be received.

#### **North Yorkshire County Council**

1. **RESOLVED** that the Amendment No 38 Order 2022 – Levenside, Stokesley circulated on 2.11.22 be received.

## **Hambleton District Council**

1. **RESOLVED** that the Appeal Notice APP/TPO/G2713/9255 for 3 Springfield – Works to fell a tree subject to a Tree Preservation Order 2007/18 – application reference 22/01466/TPON circulated on 5.12.22 be received.
2. **RESOLVED** that the recent press release that appeared in Hambleton Today ‘District Council asks to spend unallocated £6.6m in Hambleton area’ circulated on 7.12.22. be received. A request would be submitted for funding to be considered to cover the replacement equipment in the Play Park, the repairs to the stonework on the public toilets and the cobbles owned by Manorial Lands Trust.

## **Police**

1. **RESOLVED** that the monthly statistics report circulated on 12 December 2022 be received. It was noted that a total of 36 incidents were reported between 7.11.22 and 10.12.22.

## **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 Information Requests and Vacancies Information be received.
5. **RESOLVED** that the Yorkshire and Humber Climate Commission (YHCC) Climate Action Pledge Press Release circulated on 15.11.22 be received.

## **Correspondence/Complaints received**

1. **RESOLVED** that the grant application form from North Yorkshire Police & Broadacres requesting a S137 donation of £162 to cover the room hire costs for the multi-agency action day event circulated on 5.12.22 be received and agreed. The Clerk would ensure they are aware of the process when making future bookings and request feedback from the Event.
2. **RESOLVED** that the correspondence from a resident complaining about length of time it takes for a 101 telephone call to be answered circulated on 10.11.22 be received. The Clerk had advised the resident to contact the Police and Crime Commissioner and had also forwarded the complaint to her direct.
3. **RESOLVED** that the letter of thanks from a Northfield resident for the Christmas Tree and Lights and efforts of the Town Council and SPIOTA circulated on 1.12.22 be received.
4. **RESOLVED** that the request from a resident on West End to have dropped kerbs installed between No’s 11 and 25 / 27 West End circulated on 28.11.22 be received. The Clerk confirmed that this had been forwarded to NYCC as the responsible authority.
5. **RESOLVED** that the Memorial Bench application circulated on 5.12.22 be received but was deferred whilst a review take place for a suitable location.
6. **RESOLVED** that the additional information from Stokesley Conservation Area Advisory Group on behalf of Stokesley residents requesting the High Street become a 20mph limit circulated on 6.12.22 and the request from another resident circulated on 8.12.22 be received. The Clerk to confirm that the Town Council are minded to support the proposal but would seek clarification on exactly where the 20mph limit would run from and to. The Town Council support the 20’s Plenty initiative around the Estates. Further correspondence provided requesting that angled parking be considered along the High Street (similar to Northallerton) to prevent drivers reversing into oncoming traffic. The Clerk would forward the request to HDC for comment as they lease the area of cobbles and therefore are responsible for the marking and enforcement.

## **Items tabled for information**

None received.

**8/13/12/22 EXCLUSION OF THE PRESS AND PUBLIC**

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.

1. Remuneration - **RESOLVED** that Town Council agreed the recommendations submitted by the Employment Committee at their meeting on 15 November 2022 (minute 8/15/11/22). The Clerk was asked to provide additional information about the Assistant Clerk role so that members could review.
2. Library Manager – **RESOLVED** that following a review of the current Library Managers job description by NYCC that the salary scale be amended to SCP 18 to reflect the increase in responsibility as the role has developed.

The meeting closed at 9.30 pm.

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

STOKESLEY TOWN COUNCIL – NOVEMBER 2022ACCOUNTS REPORTPayments

<u>Supplier</u>	<u>Reason</u>	<u>Value £</u>
Salaries	Weeks 31 - 34	6288.39
HMRC	PAYE/NIC Weeks Month 8	1953.76
YPO	Stationery	152.60
Sage	IT Support	94.80
HFC Systems	Office 265 – IT support	79.80
Town Hall Trust	Office Rent	484.00
Clear Business	Internet / Telephone	124.64
Scotbark	Play Bark – Open Spaces / Play Park	4482.00
Signs & Plastics	Signs – Open Spaces / Play Park	213.48
Wigin Landscaping	Grass Cutting and Tree Work – November	2111.53
MBP Groundcare	Hedge SLA	322.50
Wigin Landscaping	Tameside Green – Open Spaces / Tree Work	780.00
	Tameside – Open Spaces / Tree Work	1020.00
	Acres Estate – Open Spaces / Tree Work	1080.00
	Tameside Green Will Tree & Shrub Bed	1440.00
	Northfield Drive – Open Spaces / Tree Work	900.00
	Levenside – Open Spaces / Tree Work	1500.00
HDC	Open Spaces / Litter Bin	305.52
Staples	Toilet Rolls – Open Spaces / Toilets	71.93
British Gas	Electricity – Open Spaces / Toilets	44.65
PPS	Cleaning Products – Open Spaces / Toilets	117.54
BES Limited	Toilet Seats x 3 – Open Spaces / Toilets	72.25
OAP Bingo	S137 Grant	250.00
Citizens Advice North Yorkshire	S137 Grant	200.00
Lesley Palmer	Newsletter	175.00
Signs & Plastics	Signs – Allotments Maintenance	288.60
Purple Skip Hire	Skip – Allotments Maintenance	126.00
Christmas Plus	Light installation and storage – Purchase / Maintenance	4392.90
Maynards Nursery	Christmas Tree for West Green – Purchase / Maintenance (£300 donation received from Stokesley Masonic Hall)	480.00
Town Hall Trust	Meeting Room Rents	138.00
Barclays	Bank Charges - Miscellaneous	8.50
Hatton Traffic Management	Fair Traffic Management (to be reimbursed from Manorial Lands Trust)	2770.72
<b>Total</b>		<b>32469.11</b>