

STOKESLEY TOWN COUNCIL

A Meeting of the Town Council was held on Tuesday 13 June 2023 at 7 pm
in Stokesley Town Hall

Present: Cllrs Mike Canavan, Sean Carey, David Cook, Bryn Griffiths, Christopher Johnson, Martin Luxton, David Oxley, Graham Sowerby and Andy Wake.

Clerk – Mrs Julie McLuckie, Sgt Ross, North Yorkshire Police.

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

Sgt. Ross presented the Police report and provided further information on the 36 incidents recorded between 1 and 31 May 2023. A spate of vehicle thefts has occurred across Stokesley and neighbouring villages using key hacking, anyone with a press button vehicle start were encouraged to store their key in a signal blocking pouch or a metal tin to prevent this.

North Yorkshire Council (NYC) – RESOLVED that following the responses from Cllr Keane on behalf of the Highways issues letter and the Head of Planning in response to the Planning Issues raised that a meeting should be arranged to discuss all these items further.

1/13/06/23 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

2/13/06/23 APOLOGIES FOR ABSENCE

1. **RESOLVED** that the apologies for absence from Cllr Atkinson be received.
2. **RESOLVED** that the reasons for absence provided be agreed.

3/13/06/23 DECLARATIONS OF INTERESTS IN ITEMS ON THE AGENDA

None declared.

4/13/06/23 MINUTES

RESOLVED that the minutes of the Town Council meeting held on 9 May 2023 be agreed and signed as a true record.

5/13/06/23 PLANNING

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

Applications Received

ZB23/00956/FUL – 14 Woodlands Walk - Proposed garage conversion, porch extension, replacement of window and door, installation of solar panels and proposed trellis. **RESOLVED** no objections to the main structural work. However, concerns relating to the proposed siting of the solar panels at a lower height which may cause reflection issues and the height of the fencing with trellis. Both these may cause loss of amenity to neighbours and require careful examination by the LPA prior to making a decision on this application.

ZB23/00950/FUL – Mixology Brew Co, 25 High Street - Change of use for the construction of a decking area, including joints mounted on cobblestones, glass balustrade, butterfly awning and electrical power for lighting and heating, located on Stokesley Manorial Land adjacent to Mixology Brewery Company, Premium Brewery and Kitchen. **RESOLVED** that NYC Planning should consider the following key issues:-

1. The impact of the incremental loss of parking spaces and impact on the viability of other town centre businesses leading to a loss of vibrancy in the market town as a consequence of this application.
2. The permanent positioning (unlike previously approved applications) of the closed butterfly awning within the conservation area in a prominent, highly visible, location adjacent to the main open area in the town centre.
3. No indication of height of butterfly awning structure specified in the application.
4. Colour of butterfly awning and support steelwork not specified in the application.
5. Impact on the Conservation Area of the fully erected 1.8m high glass balustrade and open butterfly awning above this (of unspecified height) to create an enclosed space for customers.
6. Supply of electricity via a catenary cable, including the impact on the conservation area, with associated risks, e.g. damage to cable either maliciously or accidentally. No height of catenary cable specified, nor means of supply from the host building.
7. No specification of proposed lighting on the decking provided, again this is a difference from previously approved applications.
8. Application is for the permanent siting of tables, chairs and heaters on the decking, unlike previously approved applications.
9. No specification given to show type of tables and chairs to be provided.
10. No specification of the number and locations of the tables, chairs and heaters provided.
11. Distance from decking from highway not specified on plan.
12. Width of decking should not impact use of adjacent car parking spaces (e.g. should not constrain opening of car doors).
13. Relationship of proposed decking area with frontage of the host property and with marked parking spaces not specified.

If minded to approve, then 12 month temporary approval to be considered, following which assessment of longer period of approval (say 5 years) to be reviewed.

ZB23/01017/FUL – 33 High Street - change of use of first and second floors from commercial to domestic use and **ZB23/01038/LBC – 33 High Street** - change of use of upper floors from commercial to residential C3 use, including the formation of some new openings through existing walls and construction of new stud partitions. **RESOLVED** no objections subject to approval by the Conservation Officer for a use and structure perspective. However, given the creation of a five bedroom property, the lack of any parking provision for its occupiers this means the further incremental loss of parking provision (of perhaps two or more spaces) in the Town Centre, with its associated negative impact on the vitality and viability of town centre retail facilities. The Clerk was also asked to report that work had appeared to of already commenced despite the planning application not yet approved.

ZB23/01002/TPO – Springfield Lodge – Works to tree and works to fell a tree with a Tree Preservation Order. **RESOLVED** no objections subject to a condition that a suitable replacement tree, to be agreed by the Local Planning Authority, is planted to replace the walnut tree. Members would also like to see an arborists report prior to removal.

ZB23/01075/FUL – The Mill, Springfield – Retention of seating area approved under reference 21/00001/FUL. **RESOLVED** to object because of the loss of amenity to residents and loss of parking spaces. The Officer Report accompanying the temporary approval of application 21/0001/FUL noted that the proposal ‘could be said to give way to harm to amenity and thus is in conflict with policy DP1. Environmental Health have accepted that given the current need for outdoor seating in response to the COVID19 pandemic, a more pragmatic approach is required to proposals such as this and thus they have suggested a temporary condition would be permissible’. The need for outdoor seating in response to the COVID19 pandemic no longer exists along with the need for pragmatism in assessing the application, but the proposal remains in conflict with policy DP1. Compared with 21/0001/FUL, the red line area for the

current application covers the whole car park, not just the area in which the seating for which retrospective approval has been submitted which was provided with the earlier application. The Mill is a popular and busy public house, where parking is at a premium. The loss of car parking spaces, as a consequence of the approval of 21/0001/FUL has meant additional parking, often inconsiderate, of vehicles on Eastfields with the accompanying loss of amenity for residents. Evidence provided by residents shows the number of tables is now greater than approved in the previous application and suggests the number of parking spaces lost was greater than stated in the application. Indeed, the current application suggests, incorrectly, that no car parking spaces would be lost should it be approved. Additionally, residents have indicated that the current 9pm deadline for use of outdoor seating is not enforced by the licensee. Additionally, clarification is sought on the location of the waste and storage area either with or without approval of the current application, particularly in respect of the hours at which empty glass bottles are tipped. In addition to the outdoor seating contained in the current application, there is additional outdoor seating in an area to the front and south of the main building, adjacent to Springfield. This is better suited to meet the needs of customers and is more distant from the housing adjacent to the current application.

ZB23/01035/FUL – NFU Buildings, 23 College Square – Application for the replacement of existing timber windows on side and rear elevations (not front) with aluminium. **RESOLVED** to object as the timber framed windows are being retained on the main, front (south facing) elevation of the building given its public facing elevation. On a similar basis, to at least the public facing west elevation, the proposed replacement with aluminium framed windows has a negative impact. Replacement with double glazed hardwood timber framed windows would achieve the same benefits as outlined in the Planning, Heritage & Design Statement and maintains the existing characteristics of this building located in the Conservation area.

23/00630/FUL and 23/00631/LBC – The Coach House, 12B West Green – Retrospective Installation of Air Source Heat Pump. **RESOLVED** no objections.

ZB23/01129/FUL – 57 High Street – Conversion of the existing front building to include a change of use of 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 consideration be given to the additional pressure on parking that creating a new residential apartment may have but improvement of this building would be welcomed. **RESOLVED** The following statements are taken from the appraisal of the Stokesley Conservation Area undertaken by HDC in 2021. Set against these are comments on the application.

- a) *‘The rear buildings step down in height from the front’ and ‘The rear buildings have pitched roofs at right angles to the High Street’.* – On this proposed development the riverside roof is both parallel to the High Street and is higher than the rest of the new building.
- b) *‘Pantiles are the traditional roof covering in this area’.* – Evidence from both the sketch and from the drawings indicates that neutral slate covering is proposed for the development.
- c) *‘On the north bank of the River Leven the view of the rears of the [commercial] properties that face on to the High Street the scene is of a jumble of small outbuildings, boundaries and rear extensions’ and ‘The buildings on the whole present an attractive and vibrant range of colours, textures and form that rise to the three storey buildings beyond’.* – the proposed development would replace the current outbuildings on site with a substantial new building with a form that does not rise towards the High Street.
- d) One of the important vistas highlighted is *‘the view west from the Pack Horse Bridge’.* – As outlined in (c) above the proposed development would negatively impact this key vista.
- e) *‘It is important that any replacement building respects its setting’.* – As outlined in the above comments this proposed development fails to respect the current setting of the site.
- f) *‘[Some previous] Speculative building projects do not reflect the quality along the High Street’.* – This comment is applicable to this current proposed development.

- g) The assessment highlights as important the *'Maintenance of existing historic floor surfaces'*. – However, this proposal includes the replacement of the existing floor surface under the archway, and beyond, with modern block paving.
- h) Introduction of timber cladding to the single storey element of the proposals is not seen as in character with existing properties in the conservation area.

Further comments are as follows:

- i) This new application is silent on the treatment of gating the archway, the previous application proposed a new gate not in character with the treatment of such historic archways elsewhere in the conservation area.
- j) The proposed increase in height of the current building immediately behind the High Street frontage not only loses the existing fenestration but also takes the roofline higher than that of the building forming the archway and therefore loses the traditional subsidiary nature of the buildings to the rear of those fronting the High Street. Additionally, the height is increased to be above that of the building forming both the archway and the corner building at the junction of the High Street and Bridge Road
- k) Consideration of whether the lack of natural light in the rooms / dwellings facing the narrow courtyard and the lack of natural light within the courtyard limits the amenity the occupiers of these dwellings.
- l) There is no objection to the proposed change of use from residential to Class A1 retail, but concern is expressed at the introduction of a new doorway to the front elevation to replace the current side entrance to the property.
- m) The proposed replacement of one residential unit with a total of four residential units in the confines of the limited dimensions of this site represents over-development, particularly as it incorporates no additional parking spaces. The increased pressure on parking will impact negatively on the attractiveness of the Stokesley retail and leisure facilities to visitors.
- n) The planning history excludes any reference to the refused application 22/01375/FUL
- o) Does the new build apartment meet minimum size requirements as specified in planning policy?
- p) Landscape – ideas are presented in the application, but no firm commitment is made to provide these features. Should the application be approved, these features should be attached as conditions to the approval?

ZB23/01156/LBC – The Queens Head, 49 High Street – Listed building consent for retrospective works involving renovation of the full listed building including: external and internal redecoration, new signage, new floor finishes, amendment to existing bar, new tiling to toilets and new sanitaryware, minor wall relocation on first floor to form toilet cubicle. **RESOLVED** No objection to the internal alterations to the building. The treatment of the front elevation should be subject to review and acceptance by the Conservation Officer in respect of the decoration, lighting and signage given its presence in the Conservation Area.

ZB23/01171/CAT – Cromwell House, 38 College Square – Works to remove and works to trees in a conservation area. **RESOLVED** no objections subject to the Local Planning Authority considering the proposals to represent an acceptable maintenance plan.

Applications Granted

23/00684/FUL – 19 Crowood Avenue – Installation of window to the side (west) elevation.

2. Planning and Development Issues – **RESOLVED** that the response from the Chief Planning Officer to our correspondence regarding various planning issues circulated on 25.5.23 be received. The Clerk to arrange a meeting to discuss all of the ongoing planning issues. The Clerk was asked to report the old Pack Horse Pub to Enforcement for the very poor state of repair including broken window.
 - a. Taylor Wimpey Estate – **no further update.**
 - b. British Legion Club Site – **RESOLVED** that the response from the North Yorkshire Council Enforcement Officer circulated on 24.5.23 be received. The Clerk would ask for an update.
 - c. Tilia Estate – **RESOLVED** that the Clerk arrange a meeting with the Planning Officers to discuss all of the ongoing issues as the proposed lighting scheme was outside of the boundary line as referenced in the response from the Planning Officer as to why the scheme could not go ahead.
 - d. Brierley Development – **RESOLVED** that the removal of the hedge was now subject to enforcement action. No response has been received to the request for the row of trees adjacent to the Riversdene/Riverslea Estate to have TPOs assigned to them.

6/13/06/23 FINANCIAL STATEMENTS

1. **RESOLVED** that the monthly statements for May 2023 circulated on 5.6.23 be received.
2. **RESOLVED** that the payments made in May 2023 (attached at Appendix 1) be received and agreed.
3. **RESOLVED** that the Investment Income Accounts Statements for May 2023 for both the Town Council and Manorial Lands Trust were still not available but the Clerk would circulate as soon as they are.
4. **RESOLVED** that the Annual Internal Audit Return for 2022/23 included at page 3 of the Annual Governance and Accountability Return 2022/23 circulated on 1.6.23 be received and agreed.
5. **RESOLVED** that Section 1 – Annual Governance Statement 2022/23 for Stokesley Town Council on page 4 of the Annual Governance and Accountability Return 2022/23 circulated on 1.6.23 be approved.
6. **RESOLVED** that Section 2 – Accounting Statements 2022/23 for Stokesley Town Council on page 5 of the Annual Governance and Accountability Return for 2022/23 circulated on 1.6.23 were reviewed and agreed.
7. **RESOLVED** that the Internal Auditors written report be received, no further action required.

7/13/06/23 MATTERS FOR DISCUSSION

Town Council

1. Strategic Objectives for 2023/24.
 - a. Cobbles – **RESOLVED** that the Clerk would contact NYC to ask when work would resume on the cobble repairs and understandably businesses were getting frustrated with the length of time the work is taking. Cllr Oxley put forward a proposal that when the white parking bay lines are reinstated that this be on an angle to stop vehicles have to reverse out across both sides of the highway. The Clerk would discuss this as a proposal with NYC. The Clerk would also discuss the residents parking permit guidance with NYC in light of the proposal for extra residential properties along the High Street and the negative impact this could have on the number of disc parking spaces.
 - b. Parking – **RESOLVED** that following confirmation from our Solicitors the introduction of additional yellow lines and parking bays in College Square can go ahead. We are now waiting for NYC to provide the revised Service Level Agreement, members were disappointed to receive notification that this would not be available for the 1 July 2023 as previously planned. Cllr Griffiths would ask for a timeframe for completion of this work.
 - c. Electrical Vehicle Charging Points (EVCP) – **RESOLVED** that the Clerk confirmed that NYC would be looking to install some EVCP in Stokesley with the initial surveys taking place early Autumn and subject to agreement the installations would take place early 2024. Members agreed to continue to pursue the installation of EVCP ourselves and would arrange to meet with the team as soon as possible.

2. Press Releases Approval – **RESOLVED** that the next newsletter deadline is 16 July 2023, any items for inclusion to be submitted to the Clerk by 3 July 2023 to enable a draft to be produced for review at the TC meeting on 11 July 2023.
3. Jackson Drive – **RESOLVED** that the Clerk would confirm with the resident that the boundary hedge cannot be removed because it is planning condition and unfortunately when the garage was built this should have been taken into consideration and appropriate steps taken to prevent damage.
4. Register of Assets of Community Value – **RESOLVED** that the Clerk confirmed that all the documentation was now submitted and was due to be reviewed.
5. ZOOMM Snagging List / Reinstatement List – **RESOLVED** that as no update has been received the Clerk would ask them again to provide the update. To date the payment has also not been received, the Clerk would chase this again and if it was not paid then a statutory demand notice would be issued.
6. Grass Cutting – members were disappointed at the standard of grass cutting so far this year. The longer period had been left between the initial cuts which meant the grass was extremely overgrown so when cut large deposits of grass were left. The strimming is also not getting completed correctly. Reports have also been received that some of the contracted areas have not been cut. The Clerk confirmed that this was due to the smaller mower been damaged and awaiting repair. **RESOLVED** that the Clerk report our disappointment to the contractor and ask that he rectify this asap and ask the contractor to arrange for a colleague to cut the areas to be cut with the smaller mower until his is repaired. Members agreed that a letter be sent to Zzoomm expressing our support for our contractor as his machine had been damaged due to a manhole cover not been reinstated correctly by them.

Committees and Working Groups

1. **RESOLVED** that the minutes from the Communications and Events Committee held on 30 May 2023 be received.

North Yorkshire Council

1. **RESOLVED** that the Lets Talk Transport Parish and Town Council Communications Pack be received. Cllr Griffiths encouraged members to respond to the transport campaign as this would form part of the forward planning for public transport in Stokesley.
2. **RESOLVED** that the Footfall Figures circulated on 24.5.23 be received.

Police

1. **RESOLVED** that the monthly statistics report circulated on 2.6.23 be received.

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 Chief Executive bulletins be received.

Correspondence/Complaints received

1. **RESOLVED** that the invitation to the Official Yorkshire Day Civic Celebration in Rotherham circulated on 10.5.23 be received. It was agreed that Cllr Wake attend this event and represent Stokesley Town Council. The Town Council would pay the £55 ticket fee and Cllr Wake would cover the transport costs.
2. **RESOLVED** that the e-mail about a tree being used as a swing on an area of land between Ashwood Drive and the B1365 circulated on 30.5.23 be received. It was agreed to monitor the situation and take action if any complaints were received regarding anti-social behaviour.

3. **RESOLVED** that the letter from Rotary Club of Stokesley informing the Town Council that the Classics on Show will take place on 17 June 2023 be received.
4. **RESOLVED** that the '20s Plenty for Us' survey results from Stokesley Conservation Area Advisory Group circulated on 5.5.23 be received and noted.
5. **RESOLVED** that the thank you e-mail from a resident about the Interpretation Panels and the Levenside Footpath circulated on 3.5.23 be received.
6. **RESOLVED** that the thank you e-mail from a resident about the cobble repairs and the Interpretation Panels circulated on 23.5.23 be received.

Cllrs Johnson and Oxley were thanked for their work along with the Stokesley Society, Catch Design and the Assistant Clerk for completing the Interpretation Panel project.

Items tabled for information

None received.

The meeting closed at 8.45 pm.

SignedDate

STOKESLEY TOWN COUNCIL – MAY 2023**ACCOUNTS REPORT****Payments**

<u>Supplier</u>	<u>Reason</u>	<u>Value £</u>
Salaries	Weeks 4-8	6358.51
HMRC	PAYE/NIC Weeks Month 2	1245.03
Sage	IT Support	97.80
HFC Systems	Office 365 – IT support	117.24
Town Hall Trust	Office Rental x 2 months	968.00
Clear Business	Internet / Telephone	142.31
Canon	Photocopier Contract 1.2.23 to 30.4.23	88.24
Canon	Photocopier Contract 1.5.23 to 31.7.23	82.37
MacVenture	Replacement Swing Seat – Open Spaces / Play Areas	56.40
Wigin Landscaping	Grass Cutting and Tree Work – May	2278.19
MBP Groundcare	Monthly Hedges SLA – Tree Work	322.50
Tom Newton	Flag Reinstatement for Heritage Boards – Open Spaces / Miscellaneous	336.00
Cleaning Supplies 4U	Toilet Roll Holders – Open Spaces / Toilets	195.78
Direct 365 Supplies	Toilet Rolls – Open Spaces / Toilets	197.32
British Gas	Electricity – Open Spaces / Toilets	47.08
Wallgate	Service Contract – Open Spaces / Toilets	1197.00
Lesley Palmer	Newsletter	160.00
Town Hall Trust	Meeting Rents x 2 months	207.00
YLCA	YLCA Subs	896.00
Barclays	Bank Charges - Miscellaneous	13.51
Amberol Ltd	Plant Tubs (repaid through grant funding) - Miscellaneous	3187.20
Information Commissioners Office	Data Protection Certificate – Miscellaneous	35.00
North Yorkshire Council	Premises Licence – Miscellaneous	70.00
Catch Designs	Interpretation Panels (to be reimbursed from MLT)	3633.00
Total		21931.48