

STOKESLEY TOWN COUNCIL

A Meeting of the Town Council was held on Tuesday 14 June 2022 at 7 pm
in Stokesley Town Hall

Present: Cllrs Sally Atkinson, Mike Canavan, Sean Carey, Bryn Griffiths, Christopher Johnson, David Oxley, Audrey Scott and Andy Wake.

Clerk – Mrs Julie McLuckie, Sgt. Rahouf & PC Jones, 2 representatives from ZZoomm and 5 residents.

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

The Police report had been circulated and included a request for the CCTV camera to be moved from West Green to the Field/Army Woods for a temporary period following an increase in anti-social behaviour in this area. **RESOLVED** that members would review possible options and report back to the Police with their proposals.

Sgt Rahouf informed members that he is covering Stokesley during Sgt Ross' absence and that he would be taking a pro-active approach to policing in the area. Unfortunately, the team in Stokesley is currently under resourced due to PCSOs securing full time officer roles.

The residents in attendance expressed their concerns about the consultation proposals to introduce a Play Park. Cllr Oxley provided feedback on the consultation process and confirmed that the decision made at this meeting would be included in the next newsletter which is circulated in the Market Place to every household.

The representatives from the ZOOMM Fibre Broadband team provided members with an update on the work they are carrying out to introduce fibre broadband in Stokesley. Their aim was to, where possible, utilise ducts and poles that are already in use by Open Reach so keeping any disruption to a minimum. **RESOLVED** that ZOOMM provide maps of where the work will be taking place to the Clerk so that we can check if there is any impact on Manorial Land and ensure that the appropriate procedures are in place. Also, so we can advise residents in advance of any disruption they may have whilst the works are carried out. ZOOMM confirmed that they hope to have the first stage complete and up and running by September 2022 and that all works will be completed by Spring 2023.

North Yorkshire County Council

Cllr Griffiths advised members that there is a lot of work taking place to try and ensure that everything is transferred across to the Unitary Authority. This is putting a strain on staff and resources which is a concern.

NYCC have confirmed the route for the Tour of Britain but we are waiting for confirmation of the timings for the event which will come through Stokesley. This may also include an intermediate Sprint through the centre. **RESOLVED** that the Clerk will liaise with NYCC and

HDC regarding this event with a view to hosting something in the centre of Town. The Communications and Events Committee will lead on this.

Damaged Bus Stop – following criminal damage to the bus stop on the Leisure Centre roundabout the glass and tape have still not been removed despite several requests to NYCC. **RESOLVED** that Cllr Griffiths would arrange for this to be addressed.

West Green Loose Cobble – Cllr Canavan confirmed that this has still not been repaired. **RESOLVED** that Cllr Griffiths would raise this and request that this be addressed.

Trees – Riverslea / Riversdene – the trees that belong to NYCC are in need of urgent attention and maintenance as they are now obstructing public rights of way and overhanging the carriageway. Cllr Canavan has been advised that NYCC will carry out an inspection of the trees and asked Cllr Griffiths to encourage them to carry out a full maintenance programme, rather than just removing a few branches, as this has not been done for several years. Cllr Canavan indicated he would be happy to accompany the NYCC inspector on a site visit.

Hambleton District Council (HDC)

Cllr Wake advised members that he had requested an update on the current legal enforcement against the British Legion Club and adjacent land and would continue to push for this to be progressed.

Cllr Griffiths had expressed his disappointment to HDC that they had opted to promote Northallerton and Thirsk market in a recent press release but excluded Stokesley and other market towns and awaits a response.

1/14/06/22 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.

2/14/06/22 APOLOGIES FOR ABSENCE

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

3/14/06/22 DECLARATIONS OF INTERESTS IN ITEMS ON THE AGENDA

RESOLVED that Cllrs Griffiths and Wake declared an interest in the Cobbles agenda item following the decision of HDC Cabinet on 7 June 2022.

4/14/06/22 CO-OPTION OF 'ORDINARY COUNCILLORS' FOLLOWING THE ELECTIONS

RESOLVED that Sally Atkinson, Sean Carey and Audrey Scott be co-opted as 'Ordinary Councillors' and each signed the Declaration of Acceptance to Office form.

5/14/06/22 COMMITTEE / AREAS OF RESPONSIBILITY STRUCTURE

RESOLVED that the Committee / Areas of Responsibility structure be updated as follows:

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

Committees

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

Working Groups

River Leven Project	Cllrs Canavan, Griffiths, Oxley & Wake.
Electric Vehicle Charging Points	Cllrs Johnson & Oxley

External Bodies

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

6/14/06/22 MINUTES

RESOLVED that the minutes of the Town Council meeting held on 10 May 2022 be agreed and signed as a true record.

7/14/06/22 PLANNING

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

Cllr Griffiths as a member of HDC Planning Committee observes and offers advice only regarding planning applications discussed.

Applications Received

22/01159/FUL - 22/01222/LBC 55 Levenside – proposed replacement of decayed wood sliding sash windows with new wood sliding sash windows. **RESOLVED** no objections.

22/00644/FUL - 11 Roseberry Avenue – single storey side/rear extension. **RESOLVED** no objections.

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. **RESOLVED** no objections but would welcome the Conservation Officer selecting the preferred window option from those offered.

22/00443/LBC – 73 Levenside – LBC for the internal and external alterations to dwelling and widening of the driveway. **RESOLVED** that where the elements of the original application have not been changed then the comments made in the initial response remain valid. Stokesley Town Council endorse the comments made by the Conservation Officer, the CBA Georgian Group and Historic England on the original application which are still relevant to the revised application.

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. **RESOLVED** no objections in principle, but STC make the following observations:

- The existing floor plan drawing only appears to display incompletely, with no detail shown other than the eastern and southern walls;
- The application appears to keep open the options for heat pumps and PV panels. No details are provided in the application in either visual or written form of their appearance nor location.

STC would like these shortcomings to be addressed prior to consideration by the Planning Officer.

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. **RESOLVED** no objections.

22/01281/FUL – The Orchard – Alterations and extension to existing dwelling. **RESOLVED** no objections.

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.

2. Planning and Development - Planning Enforcement – no update received. **RESOLVED** that the Clerk ask HDC to ensure we receive an update for the meeting in July. The Clerk was asked to report the damaged Pizza House sign in College Square.

08/14/06/22 REVIEW OF ACTIONS FROM LAST MEETING

RESOLVED that the Action List (attached at Appendix 2) be received.

9/14/06/22 FINANCIAL STATEMENTS

1. **RESOLVED** that the monthly statements for May 2022 circulated on 6.6.22 be received.
2. **RESOLVED** that the payments made in May 2022 (attached at Appendix 2) be received and agreed.
3. **RESOLVED** that the Annual Internal Audit Return for 2021/22 included at page 3 of the Annual Governance and Accountability Return 2021/22 be received.
4. **RESOLVED** that Section 1 – Annual Governance Statement 2021/22 for Stokesley Town Council on page 4 of the Annual Governance and Accountability Return 2021/22 be approved and signed.
5. **RESOLVED** that Section 2 – Accounting Statements 2021/22 for Stokesley Town Council on page 5 of the Annual Governance and Accountability Return for 2021/22 be approved and signed.
6. **RESOLVED** that the Internal Auditor’s written report be received.
7. **RESOLVED** that the Investment Income Accounts Statements for May 2022 for both the Town Council and Manorial Lands Trust circulated on 6.6.22 be received.

10/14/06/2022 TO REVIEW AND ADOPT ALL CURRENT POLICIES

RESOLVED that the following polices circulated in advance of the meeting be adopted for 2022/23 and that they be updated as required based on any changes notified.

- 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

11/14/06/22 MATTERS FOR DISCUSSION

Town Council

1. Update on the Strategic Objectives for 2022/23.
 - a. Cobbles – following the decision of HDC Cabinet on 7 June 2022 it was agreed that this item should be discussed below the line.
 - b. Parking –. following the decision of HDC Cabinet on 7 June 2022 it was agreed that this item should be discussed below the line.
 - c. Electrical Vehicle Charging Points (EVCP) – The Clerk would arrange a meeting between the provider and Cllrs Oxley and Johnson to review the requirements etc.
2. Press Releases Approval – **RESOLVED** to ratify the decision to circulate the Press Release in response to the Cobbles decision circulated on 9.6.22.
3. Information / Interpretation Panels – **RESOLVED** that the proposals for each of the boards be circulated to all Members prior to any design work commencing.
4. The Globe – entry access. **RESOLVED** that the entrance is now open.
5. Proposed New Play Park Consultation. **RESOLVED** that following the consultation period the majority of responses confirmed that they did not want to see a second U8s play park introduced in Stokesley. Therefore, members concluded that this would not be progressed any further. The Clerk would draft an article to provide the update and conclusion in the next newsletter.

Committees and Working Groups

No meetings have taken place.

North Yorkshire County Council

1. **RESOLVED** that the new council for North Yorkshire update Issue 3 – 30 May 2022 circulated on 31.5.22 be received.
2. **RESOLVED** that 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 be received.

Hambleton District Council

1. **RESOLVED** that the Stokesley Town Investment Plan circulated on 1.6.22 be received. Members were disappointed that despite promises at an initial meeting for the Town Council to be involved in further discussions and feedback that they had heard nothing until this report that was produced in December 2021 was received this month. The Clerk was asked to write the HDC to raise this concern and to ask for a meeting with the Officer in charge to discuss the details within the report and to establish what the proposals and requirements are going forward.

Police

1. **RESOLVED** that the police report circulated on 13.6.22 be received. A total of 34 incidents had been reported during the period 9 May 2022 to 12 June 2022.

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 Consultation on Local Flood Risk Management Strategy circulated on 17.5.22 be received.

Correspondence/Complaints received

1. **RESOLVED** that the S137 Grant Application from the Moorsbus CIC requesting a donation of £500 towards running their bus service circulated on 30.5.22 be received and agreed.
2. **RESOLVED** that the information on the ZZOOMM Full Fibre Broadband Launch circulated on 19.5.22 be received.
3. **RESOLVED** that 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 be received. The Clerk confirmed that she had forwarded this information on to the Police.
4. **RESOLVED** that the e-mail from a resident on West End who is concerned about the speed of traffic and reporting several incidents where vehicles have been damaged circulated on 24.5.22 be received. The Clerk had advised the resident to report any incidents to the Police and would confirm that we do now have a VAS system to try and slow traffic down and would suggest that they could install private CCTV and ask if they would be interested in joining a speed watch team.
5. **RESOLVED** that the e-mail from a resident regarding the speed of traffic entering Stokesley from Thirsk Road circulated on 1.6.22 be received. The Clerk had advised the

resident to report any incidents to the Police and would confirm that we do now have a VAS system to try and slow traffic down and would suggest that they could install private CCTV and ask if they would be interested in joining a speed watch team.

Items tabled for information

None received.

12/14/06/22 EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED that in accordance with Paragraph 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the press and public be excluded from the meeting to deal with items of a confidential nature.

Cobbles – **RESOLVED** that the decision made by the Cabinet at their meeting on 7 June 2022 has been called for review by the Scrutiny Committee. The Clerk was asked to seek confirmation of the date of the Scrutiny Committee meeting and clarify the dates for report submissions etc and if Stokesley can send a representative to present the case. The Clerk was asked to contact the Chief Executive to seek clarification that the information requested in previous correspondence would be provided prior to the Scrutiny Committee.

The meeting closed at 9.35 pm.

SignedDate

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
ICO	Data Protection – Miscellaneous	35.00
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		21463.50

Minute No. Date Agreed	Task	Lead Councillor	Responsible Committee	Status
9/12/01/21 1.e.	Electrical Vehicle Charging Points (EVCP) – Clerk to ask HDC Chief Executive to share information requested to assist us with the installation of our units.	Clerk	Town Council	One quote received. To be reviewed when the new Council is in place and a Lead Member agreed. Ongoing.
8/14/12/21	Play Park – new U8s play park – consultation	Cllr Oxley	Town Council	To receive feedback and analysis following the initial consultation in the Market Place. Ongoing.
8/12/04/22	Town Signs – agreed to purchase 5 signs as quoted.	Cllr Griffiths	Town Council and NYCC	The signs have been purchased and Cllr Griffiths has agreed the positioning for each with NYCC. Awaiting installation quote. Ongoing.