

STOKESLEY TOWN COUNCIL

A Meeting of the Town Council was held on Tuesday 27 September 2022 at 7 pm
in Stokesley Town Hall

Present: Cllrs Sally Atkinson, Mike Canavan, Sean Carey, David Cook, Christopher Johnson, Audrey Scott, Graham Sowerby and Andy Wake.

Clerk – Mrs Julie McLuckie, North Yorkshire Police – Sgt. C. Ross and 3 members of the public.

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 which had been circulated on 19 September 2022 and provided further information on the 62 incidents that had been reported between 6 August and 18 September 2022. Stokesley Town Council were pleased to note that there had been only one minor incident during the Fair / Show period which had been dealt with quickly and passed on their thanks to the policing teams for their presence throughout both events. Members were also pleased to note that the staffing levels were due to increase with the introduction of three new PCSOs in the coming weeks and the return of an officer from maternity leave.

A resident was in attendance to express her concerns and that of fellow residents regarding the ongoing situation with the Old British Legion Club on North Road and their disappointment around the lack of enforcement action. The residents continue to be concerned about the building been a fire risk and a risk on the grounds of health and safety because of the continuing issues with vermin. Councillors confirmed that they to were extremely frustrated about the situation and had requested that a Planning Officer attend the meeting on 11 October 2022 to answer questions. **RESOLVED** that the Clerk would confirm with the resident if a Planning Officer was going to attend so they could come to the meeting to raise their concerns.

North Yorkshire County Council (NYCC) – no update.

Hambleton District Council (HDC)

District Cllr Wake continues to push for action regarding the Old British Legion Club and the lights at Tanton junction and the Tanton footpath. **RESOLVED** that all of these issues be discussed at the next TC meeting with the Planning Officer from HDC.

Cllr Canavan asked if there was an update regarding the Bounce Back grant? Cllr Wake confirmed that he was still awaiting a response. **RESOLVED** that STC would also request the information on why given its application did meet the criteria it did not receive funding.

Cllr Canavan raised a concern about horses using public rights of way that are not bridleways in the Riverslea / Riversdene estate, Malvern Drive and Levenside. **RESOLVED** that a letter be sent to the British Horse Society advising them that these footpaths should not be used. Cllr Canavan agreed to draft the letter.

1/27/09/22 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.

2/27/09/22 APOLOGIES FOR ABSENCE

1. **RESOLVED** that the apologies for absence received from Cllrs Griffiths, Luxton and Oxley be received.
2. **RESOLVED** that the reasons for absence provided be approved.

3/27/09/22 DECLARATIONS OF INTERESTS IN ITEMS ON THE AGENDA

RESOLVED that Cllrs Wake declared an interest in the Cobbles agenda item as a HDC District Councillor and also in Agenda Item 2 under Correspondence / Complaints.

4/27/09/22 MINUTES

RESOLVED that the minutes of the Town Council meeting held on 9 August 2022 be agreed and signed as a true record.

5/27/09/22 PLANNING

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

Applications Received

22/01822/FUL – 14 Dalewood Walk – Proposed alterations for porch at front and a single storey rear extension. **RESOLVED** No objection to the principle of the proposed extensions. However, Stokesley Town Council note that whilst the roof coverings and bricks are noted in the planning applications as matching the existing, the application is silent in respect of the window frames. Further, the introduction of roof lights in the porch extension introduces a feature not seen in Dalewood Walk or nearby locations.

22/01650/FUL – 46 High Street – Conversion of 1st and 2nd floors from a beauty salon to 2no apartments, replacement of new front door and windows to rear. **RESOLVED** no objection to the principle of the conversion of a sui generis property to two apartments. Stokesley Town Council would welcome comments on the acceptability of the proposed replacement door from the Conservation Officer. Stokesley Town Council would also like confirmation that the current fire escape provides a suitable egress route for a residential property and that the new windows do not impact the amenity of neighbouring properties as this is unclear from the photographs / plans provided. Stokesley Town Council is concerned that the current location of the fire escape impacts the amenity to the occupant of the first-floor apartment (the views from two the windows of the first-floor apartment are cut across by the fire escape). Stokesley Town Council are also concerned about the extractor fan outlet on the second floor given the change of use to residential. The lack of parking provision in the application is noted and is a concern - are there areas within the ownership of the applicant which could provide such parking spaces?

22/01936/LBC – Barclays Bank Plc, 42 High Street – Listed Building Consent for internal stripping of ground-floor level, including removal of modern subdividing partitioning walls to create a single open-plan space. **RESOLVED** no objection with proviso that the work is strictly limited to the removal of the modern subdividing partition walls and that any accidental damage to the historic fabric of the building is remedied with immediate effect.

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. **RESOLVED** waiting for further information from Planning Department.

22/01662/FUL – Chapters Deli and Café, High Street – Planning permission to extend the permission currently granted by an extra 5 years for the raised decking on the cobbles outside restaurant. **RESOLVED** no objections.

22/02067/FUL – 54 North Road – Proposed extensions to rear of house and new roof over garage. **RESOLVED** no objections to the design but that clarification was sought regarding the loss of amenity to the neighbouring property and the proximity of the extension to the boundary.

22/02097/ADV – Sterling House, 2 Bridge Road – Retrospective advertisement consent for a large surface fixed non illuminated shop sign with additional small non illuminated notice board adjacent entrance and text to front door. **RESOLVED** with respect to the small non illuminated notice board adjacent entrance and the text to the front door Stokesley Town Council (STC) has no objections. However, STC do object to the over large non-illuminated shop sign on the Bridge Street elevation above the ground floor windows. This sign is not consistent with the spirit, if not the specific wording, of the Hambleton Market Towns Conservation Area Design Guide. At a size of 8000 x 1000mm the sign falls into the category of being extra-large, or overly large. Additionally, the sign has been placed above the ground floor windows on the elevation which does not contain the entrance door to the ground floor premises. The font size for the main wording of the sign is equally oversized at a height of 40mm. Sterling House, 2 Bridge Road, is in a dominant position on the High Street. Its High Street frontage sits further forward than any of the adjacent buildings, both to its east and west. This means in the full Bridge Street elevation being clearly visible from as far away as the Market Cross and results in the overlarge sign and large font wording representing a dominant feature on the High Street, street scape on the approach to the building from the east. The sign fails to respect the local identity of the area and the features which give Stokesley town centre its character.

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. **RESOLVED** On the basis of the comments outlined below, the Town Council considers the application as currently submitted should not be granted and believes that any revisions to the application should be subject to further public consultation. The property which is the subject of this application is a listed building. The listing states ‘Possibly late C17 in origin, with roof raised in early C19. Stucco with stone alternating quoins and plinth. Deep bracketed eaves cornice at second floor level, cornice band and parapet at top. Pantiled roof with stone copings and brick end chimneys. Two and a half storeys, four windows, sashes with glazing bars, big keystones, and stone cills, those on ground floor C18. At right segmental carriage arch with keystone and impost blocks. Long rear extensions pebble dashed but with early C19 glazing. Significantly, the listing makes reference to the long rear extensions which are the subject of part of this application. The Stokesley Conservation Area Appraisal of 2010 noted ‘dormer windows are rare, particularly to principal front elevations and should be resisted wherever possible as they can break up the long uninterrupted rooflines that are important to the character of the town’. A previous application for this property (12/00250/FUL) yielded the following comments in the Officer Report, ‘the solid traditional design of the main buildings, which have a succession of linked additions, each having a similar roof pitch, with gable ends and forming a coherent pattern. This building form is typical of High Street developments along former burgrave plots and is part of a pattern of development common within the historic core. The pattern is emphasised by the adjacent footpath and river access’. On the above basis, this current application is considered deficient in not including either a Listed Building application or a Heritage Statement. An LBC application has been made for other (proposed) developments to this property. Given the flat will have use of the existing windows to the western elevation the introduction of skylights to the eastern and western elevations of the pitched roof is considered both unnecessary and harmful to this listed building, given that no such skylights are evident on nearby buildings which stretch back from the High Street. Further, a number of incorrect statements or errors are made within the current application.

- a) The Location Plan shows an area of land defined in blue which is not within the ownership of the applicant but is registered in the name of Stokesley Manorial Lands Trust (as shown in the attached plan). This makes the current Ownership Certificate invalid.
- b) The application answers ‘No’ to the question ‘Is the site within an area at risk of flooding?’. This land is at risk of flooding and no flood risk assessment is provided.
- c) The application answers ‘No’ to the question ‘Can the site be seen from a public road, public footpath, bridleway or other public land?’. Not only is the site and specific location of the change

visible from the highway on Levenside, but it is also visible from Footpath 10.140/5/1 which runs adjacent to the site from the Golden Lion Footbridge and to the east of 1 and 2 Golden Lion Mews before turning to reach the High Street to the west of 231 High Street.

The Application seeks a change of use to the current C1 use to open Market Housing – as distinct from use as staff accommodation linked to the hotel. However, the drawings show access to the hotel is maintained through the existing door, i.e. the flat would not be separate from the hotel premises – is this considered acceptable? The change of door type from the existing traditional design using painted timber to a modern design using an Anthracite Composite is considered inappropriate in the Conservation Area, particularly given its highly visible location on the first floor of the property. Advice should be sought the Environmental Health Officer on the proposed changes to the fenestration on the ground floor. It is noted that the proposed changes will leave only a relatively small window at the southern end of the kitchen area to provide any natural light to this large room. The Conservation Officer may also wish to comment on these changes. Additionally, this officer's opinion should be sought on the proposed introduction of the 2.8 metres high wall which forms part of this application.

22/02093/ADV – Love Hair, 77 High Street – Retrospective advertisement consent for a business sign.
RESOLVED no objections.

Applications Granted

22/01397/FUL – 5 Stanley Grove – Enlargement of existing bay window to include covered porch entrance. Alteration to roof line to form pitched roof and render to existing external walls.

22/01385/FUL – The Barn, 23 Levenside – Retrospective planning permission for garage / shed outbuilding built in garden of the property.

22/01440/FUL – Stokesley Golf Range – Retrospective application for creation of a maintenance track and additional hedge planting.

22/01536/FUL – Flower Box, 5 Bridge Road – Proposed replacement of wood windows and entrance door to the front elevation.

22/01567/FUL 1 Cherrywood Avenue – entrance porch to side elevation

22/01685/ADV Newtons Solicitors, 11 High Street – retrospective application for advertisement consent for the display of a hanging sign to front of existing ground floor retail unit.

22/01663/FUL – 17 The Stripe – Attic conversion, including 3no. new velux windows and a new front gable window.

Applications Refused

22/01466/TPO – 3 Springfield – Works to fell tree subject to Tree Preservation Order 2007/18.

22/01687/FUL – 11 Beechwood Avenue – First floor extension above existing garage.

22/01375/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 apartments and associated landscaping.

Applications Withdrawn

20/01595/FUL – Dromonby Grange Farm – Change of use of land and the siting of 20 static holiday units to form a static accommodation holiday park with associated parking.

2. Planning and Development - Planning Enforcement – **RESOLVED** that no update had been received in relation to all the current outstanding enforcement issues. In particular, the lack of response to the Tanton development and the installation of the lighting at the junction. Cllr Wake would raise this with the Head of Planning and the Chief Executive.

6/27/09/22 REVIEW OF ACTIONS FROM LAST MEETING

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

7/27/09/22 FINANCIAL STATEMENTS

1. **RESOLVED** that the monthly statements for August 2022 circulated on 13.9.22 be received.
2. **RESOLVED** that the payments made in August 2022 (attached at Appendix 2) be received and agreed.
3. **RESOLVED** that the Investment Income Accounts Statements for August 2022 for both the Town Council and Manorial Lands Trust circulated on 5.9.22 be received.
4. **RESOLVED** that the completed Annual Governance and Accountability Return 2021/22 Part 3 circulated on 25.8.22 be received. The Clerk confirmed that it had been advertised in accordance with the requirements.

8/27/09/2022 MATTERS FOR DISCUSSION

Town Council

1. Update on the Strategic Objectives for 2022/23.
 - a. Cobbles – **RESOLVED** that this item be discussed in camera.
 - b. Parking – **RESOLVED** that this item be discussed in camera.
 - c. Electrical Vehicle Charging Points (EVCP) – **no further update.**
2. Press Releases Approval – **RESOLVED** that the newsletter for September / October be approved.
3. Information / Interpretation Panels – **RESOLVED** that a meeting between STC and the Stokesley Society is scheduled to take place at the end of October to review the proposals for each of the panels and the initial designs.
4. ZOOMM Update – **RESOLVED** that Cllr Canavan has discussed and agreed that a wayleave agreement is required for the proposed cabinet on Ashwood Drive. ZOOMM had supplied a draft agreement and offered a payment of £500 which was agreed. Members agreed that the wayleave agreement should be time limited. Cllr Canavan would confirm this decision with ZOOMM.
5. Silver Street Lease – **RESOLVED** that the Clerk would contact Northern Powergrid to discuss the renewal of the wayleave agreement and also ask that they arrange for the rubbish to be removed from the power station.
6. School Liaison – **RESOLVED** that Cllr Scott wanted approval to liaise with the schools on a personal project trying bridge the generation gap. Members agreed that this was acceptable as long as it was done on a personal basis not as a Town Councillor.
7. Allocation of CIL Funds – **RESOLVED** that the CIL funds and Section 106 funds be allocated to the River Leven Improvement Project.
8. Events Review – scheduled to be reviewed by the Communication and Events Committee at their meeting on Thursday 29 September.
9. Remembrance Sunday – **RESOLVED** that the Town Council would serve refreshments in the Town Hall and arrange for the Brass Band to attend. Councillors to confirm their attendance at the service and / or to assist with serving the refreshments.
10. Silver Street Litter Bin – **RESOLVED** that the Clerk to discuss the purchase and installation of a new bin with HDC to ensure they can add it on to their schedule for emptying.

Committees and Working Groups

RESOLVED that the minutes from the Open Spaces and Footpaths Committee would be circulated for the next meeting.

North Yorkshire County Council

1. **RESOLVED** that the e-mail Re: Proposed Levenside Light Locations circulated on 14.9.22 be received. Cllr Canavan is still trying to get a meeting with Openreach regarding it undergrounding their cables.
2. **RESOLVED** that the Issue 4 update towards a new single council for North Yorkshire circulated on 17.8.22 be received.

3. **RESOLVED** that the presentation slides on Devolution circulated on 17.8.22 be received.
4. **RESOLVED** that the 'Let's Talk' – Town & Parish Council Communications Pack circulated on 20.9.22 be received. Members were disappointed that there was no proposal to go to The Globe or a Farmers Market, locations which appeared to be the case in other areas.

Hambleton District Council

1. **RESOLVED** that the copy of a letter sent to a resident about British Legion Club, North Road circulated on 8.9.22 be received.

Police

1. **RESOLVED** that the police report circulated on 19.9.22 be received. A total of 62 incidents had been reported during the period 6 August 2022 and 18 September 2022. Update provided in the public session.

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 e-mail Climate Emergency – request for information circulated on 12.9.22 be received.
6. **RESOLVED** that the NALC Civility and Respect Training Courses 2022 information circulated on 17.8.22 be received.
7. **RESOLVED** that the notification of a Zoom meeting with the North Yorkshire Police, Fire and Crime Commissioner on 2 November 2022 at 6.45 pm circulated on 2.8.22 be received. Cllr Wake would attend the meeting and requested any issues / comments be provided to him in advance.

Correspondence/Complaints received

1. **RESOLVED** that the letter from the Churches Together Committee seeking permission to hold the annual Carols on Green on Monday 19 December 2022 circulated on 12.9.22 be received and agreed.
2. **RESOLVED** that the grant application form from Blood Cancer UK requesting a donation of £95.00 to cover the costs of making bird/bug houses for sale circulated on 30.8.22 be received. The grant was agreed subject to confirmation that the funds raised would be used locally in accordance with our grant applications policy.

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

1. Cobbles – **RESOLVED** that the letter circulated on 19.9.22 in response to the correspondence from HDC be agreed subject to the inclusion of the additional comments circulated upon receipt of the Cabinet Meeting Agenda document for their meeting on 4 October 2022. Cllr Canavan would circulate the final draft for approval and the Clerk would hand deliver to HDC for the attention of the Chief Executive as well as sending via e-mail to both the Chief Executive and the Cabinet Members.

2. Parking – **RESOLVED** that the Clerk liaise with Scarborough Borough Council to discuss implementing enforcement of part of the Off-Street Parking Places Order. The areas to be included would be College Square, The Plain and West of the Flower Bee. Members agreed that a separate account be created for the funds raised through this enforcement process so that the money could be utilised to carry out any repairs required in the future.

The meeting closed at 8.50 pm.

SignedDate

STOKESLEY TOWN COUNCIL – AUGUST 2022ACCOUNTS REPORTPayments

<u>Supplier</u>	<u>Reason</u>	<u>Value £</u>
Salaries	Weeks 17 - 21	5409.40
HMRC	PAYE/NIC Weeks Month 5	808.20
Sage	IT Support	DD 94.80
HFC Systems	Office 265 – IT support	79.50
Clear Business	Internet / Telephone	DD 119.92
Canon	Contract – Photocopier x 2	260.10
Wigin Landscaping	Grass Cutting and Tree Work – April	2111.53
MBP Groundcare	Hedge SLA	322.50
Westclean	Holiday Cover – Cleaning Open Spaces / Toilets	672.00
Signs 4 Less	New external signs – Open Spaces / Toilets	12.90
British Gas	Electricity – Open Spaces / Toilets	DD 49.50
PPS	New soap dispenser and soap – Open Spaces / Toilets	67.08
PKF Littlejohn	External Audit	480.00
Barclays	Bank Charges	DD 21.48
Ashley Alarms	Personal Alarms – Miscellaneous	72.08
Paint Shed	Town Hall Paint – Miscellaneous	192.24
Catch Designs	Tour of Britain Banners and Leaflets – Events	1074.00
Amazon	Tour of Britain Bike Paint - Events	40.61
Total		11887.84

Town Council Meeting Actions

Minute No. Date Agreed	Task	Lead Councillor	Responsible Committee	Status
9/12/01/21 1.e.	Electrical Vehicle Charging Points (EVCP) – Quote received follow up meeting to be arranged.	Cllr Oxley	Town Council	Further information requested on the Concession Agreement proposal. Ongoing.