

## STOKESLEY TOWN COUNCIL

A Meeting of the Town Council was held on Tuesday 8 August 2023 at 7 pm  
in Stokesley Town Hall

**Present:** Cllrs Sally Atkinson, Mike Canavan, Bryn Griffiths, Christopher Johnson, Martin Luxton, Audrey Scott and Andy Wake.

Clerk – Mrs Julie McLuckie, Sgt Chris 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 22 incidents recorded between 1 and 31 July 2023. **RESOLVED** that the Town Council would promote the importance of not displaying valuables and always locking up vehicles and premises through social media. The Police were thanked for the positive results they have had over the previous months in identifying and dealing with several of the issue within the report.

**North Yorkshire Council (NYC) – RESOLVED** that NYC are in the process of introducing new departmental structures and recruiting candidates to fill new management roles etc, it is hoped that this will in time eliminate some of the current issues since the introduction of the Unitary Authority. Cllr Griffiths advised members that he had asked why only one Electrical Vehicle Charging Point (EVCP) had been installed in the Show Field Car Park when it was meant to be two double units. The response received was that this would now be part of the NYC EVCP roll out programme as the company who had installed the unit in the Show Field Car Park has gone into liquidation. NYC are reporting a high increase in maintenance costs, in particular when purchasing equipment such as pipes etc, this in turn is having a knock-on effect on the budgets and the amount of work they can carry out. Cllr Griffiths confirmed that work to the footpaths at Meadowfield was due to be carried out. Cllr Canavan asked why there was still no proposal to repair the Spine footpaths on the Riverslea / Riversdene estate which are in a far worse condition, Cllr Griffiths would enquire as to when this work would take place and report back. Following several reports regarding the ongoing issue of fly-tipping on Hebron Road it was agreed that the Clerk write to the Head of Waste to ask them to contact the landowner and serve notice to have the rubbish removed. A long-term solution also needs to be considered and if it is confirmed that the farmer does not require access through this gate consideration could be given to installing bollards. Cllr Wake asked for an update on the two caravans who have taken up residency, Cllr Griffiths advised that both parties have said that they are waiting for medical appointments. Cllr Griffiths informed Members that the water mains work currently taking place on Meadowfield would be completed by 6 October 2023 but will include a three-way traffic lights on the A173 in September (avoiding the fair / show week). Northern Gas Networks are due to commence renewing the pipe work in the same area and had requested to start this in August, however, they have been advised that this cannot commence until the New Year to ensure there is no impact on the annual fair/show and the lead up to Christmas as this work will include a 5 way traffic light system.

### **1/08/08/23 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

### **2/08/08/23 APOLOGIES FOR ABSENCE**

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

### **3/08/08/23 DECLARATIONS OF INTERESTS IN ITEMS ON THE AGENDA**

**None declared.**

#### **4/08/08/23 MINUTES**

**RESOLVED** that the minutes of the Town Council meeting held on 11 July 2023 be agreed and signed as a true record.

#### **5/08/08/23 PLANNING**

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

##### Applications Received

**ZB23/01418/LBC – 45 College Square** – Replacement roof coverings to the main cottage. **RESOLVED** no objections.

**ZB23/00950/FUL – Mixology Brew Company Premium Brewery and Kitchen, 25 High Street** – Change of use for the construction of a decking area, including joists mounted on cobblestones, glass balustrade, butterfly awning and electrical power for lighting and heating location on Stokesley Manorial Land adjacent to Mixology Brew Company (amended plans). **RESOLVED** Key issues to be considered by NYC Planning with this application are:

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.
14. 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.

##### Comments on Revised Application

Several of the comments made on the original application remain valid:

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. 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.
3. No specification of proposed lighting on the decking provided, again this is a difference from previously approved applications.
4. Application is for the permanent siting of tables, chairs and heaters on the decking, unlike previously approved applications.
5. No specification given to show type of tables and chairs to be provided.
6. Width of decking should not impact use of adjacent car parking spaces (e.g. should not constrain opening of car doors).
7. 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.

Whilst revised plans have been included in the application, no revisions have been made to the Design and Access Statement. This leaves several uncertainties in terms of the full specification of the revised application. These uncertainties should be resolved with the applicant before consideration of the application. Depending on the clarifications received public re-consultation of the application may be necessary.

The following new comments in respect of the revised application are:

1. Colour of non-branded parasols not specified.
2. The impact of the loss of parking spaces in close proximity to The Plain will have a negative impact on visitors' and residents' ability to access the weekly Friday market and the bi-monthly Farmers' markets.

**ZB23/01446/TPO – 3 Thirsk Road** – This large copper beech tree situated in the rear garden of Edgar House has lost several limbs in the storm damage over several years due to weak disease points all around (shown in the images) which has made the tree unstable and severely unbalanced. We wish to fell the tree, grind out the stump and re-plant with the same specimen of tree. **RESOLVED** no objections.

**ZB23/01518/CAT – Cringle Moor, Thirsk Road** – Felling of an elm tree in a conservation area. **RESOLVED** no visual evidence of the condition of the tree provided, no arborists report provided, no indication that an alternative to felling the tree has been considered. Any approval to be conditioned to stump grinding and remediation of the location which is in a prominent location on Thirsk Road. Additionally, gates have been installed at this entrance to Cringle Moor. Given the location is within the conservation area, does such installation require planning permission?

#### Applications Granted

**ZB23/01171/CAT – Cromwell House, 38 College Square** – Works to remove and work to trees in a conservation area.

**ZB23/01355/FUL – Stokesley School, Station Road** – Application for removal of existing temporary classroom units and replacement with fit for purpose new permanent teaching classrooms.

**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 of first floor to form toilet cubicle. As amended 14 June 2023.

**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 throughout existing walls and construction of new stud partitions.

**ZB23/01017/FUL – 33 High Street** – Change of use of first and second floors from commercial to domestic use.

2. Planning and Development Issues:-
  - a. Taylor Wimpey Estate – **RESOLVED** that Cllr Griffiths along with a resident have pursued the issue of the flood corridor which was part of the planning approval. Taylor Wimpey have advised that they have created a gully so the water can flow out, however, this is not in accordance with the approved documentation so Cllr Griffiths has taken this up with the Planning Department and will report back. Taylor Wimpey have advised that they will in the future landscape the areas and introduce play equipment and trim trails.
  - b. British Legion Club Site – **RESOLVED** that the only update from NYC Planning Enforcement is that it is with the Legal Department, members agreed that this is not acceptable and that they would commence formal complaints as individuals so that it can go to the Ombudsmen as well as continuing to complain as a Town Council.
  - c. Tilia Estate – **no further update from NYC. RESOLVED** that the Clerk contact the Head of Planning about the lack of response as the bungalows that still have not received planning approval are now nearing completion.
  - d. Brierley Development – **no further update from NYC. RESOLVED** that the Clerk contact Planning Enforcement regarding the sales office that has now appeared on site despite planning still not been approved.
  - e. 47 High Street (formerly the Pack Horse Pub) – **no further updates.**
  - f. 41 High Street – **RESOLVED** that the Clerk report the concerns raised by a Fire Officer regarding the change of use to the first and second floor of this property to residential as no planning application had been submitted and therefore checks need to be carried out to ensure that the appropriate measures are in place for a residential property above a retail unit.

#### **6/08/08/23 FINANCIAL STATEMENTS**

1. **RESOLVED** that the monthly statements for July 2023 circulated on 2.8.23 be received. Cllr Canavan provided an update highlighting that the Public Toilets budget was higher than anticipated due to the issues with vandalism etc. **RESOLVED** that the Accessible toilet be locked with people to collect the key from the Town Hall over the school holiday period to try and eliminate the ongoing problems with deliberate damage.
2. **RESOLVED** that the payments made in July 2023 (attached at Appendix 1) be received and agreed.

#### **7/08/08/23 REVIEW AND ADOPT ALL CURRENT POLICIES**

**RESOLVED** that the following polices circulated in advance of the meeting be adopted for 2023/24 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.
- Events Risk Assessment
- 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
- Training Policy

**8/08/08/23 MATTERS FOR DISCUSSION**

**Town Council**

1. Strategic Objectives for 2023/24.
  - a. Cobbles – **RESOLVED** that the Clerk request the revised programme of works from NYC. The cycle rack had been removed whilst they laid the cobbles on the Y’Thai triangle but was not reinstated, the Clerk to report.
  - b. Parking – following on from a meeting on 12 July 2023 with NYC officers, the Town Council was assured it would receive a revised Off Street Parking Places Order (OSPPO) by the end of the week. To date the document still has not been received. The Clerk requested a progress update and was advised that it is currently with the Legal Department and should be with us next week. **RESOLVED** that Cllr Canavan would forward them a copy of the revised map for the order.
  - c. Electrical Vehicle Charging Points (EVCP) – **no further update. RESOLVED** that this item be removed as a Strategic Objective as it was noted that if the Government is going to continue with the proposal to go all electric by 2030 that they would have to ensure the infrastructure can accommodate this and this will have to include providing EVCP. NYC are also currently working on installing units following receipt of funding from the Government.
2. Press Releases Approval – **RESOLVED** that Cllr Oxley and the Clerk draft a press release about the new Riverside Footpath and Interpretation Panels ready for the grand opening.
3. ZOOMM Snagging List / Reinstatement List – **RESOLVED** that as no update has been received the Clerk would liaise with our grass cutting contractor to establish if he had been recompensed for the damage caused to his mowers and that it be noted the detrimental impact this has had on the grass cutting across the Town this year and that this be brought to the attention of both Zoomm and publicly.
4. Request for bins on Westlands adjacent to the bench on Hebron Road corner and one on the cut between Hebron Road and Sowerby Crescent – **RESOLVED** that NYC continue to monitor if it would be appropriate to install a new bin on the corner of Hebron Road. The Clerk was asked to contact Broadacres to see if they would arrange for a bin to placed on the cut as this belongs to them.
5. SPIOTA Garden – Additional Paving – **RESOLVED** that thanks were passed to David Weighell for laying the paving in front of the Interpretation Panel at the Co-op Garden free of charge as a gesture of goodwill to the Town. This now offers a place to stand whilst reading the panel. The Clerk to send a letter of thanks to David Weighell on behalf of the Town Council.

6. Consultation on Northern Gas Networks (NGN) planned work on Meadowfield / Strikes roundabout – **RESOLVED** that NGN have been asked to avoid Fair / Show week and subsequently Cllr Griffiths has requested that the work does not take place until next year to limit the negative impact on the businesses and residents leading up to Christmas.
7. Remembrance Day Parade – Traffic Management – **RESOLVED** that the Clerk write to the Police and Crime Commissioner to express our disappointment that the Police will no longer support these events and that the amount of notice provided has meant that the local Town and Parish Councils are struggling to secure traffic management. In addition, it has not allowed us to allocate budget to cover the costs and that the terrorist risk (in particular in the Prime Minister’s constituency) surely should be a consideration. The Clerk confirmed that to date no traffic management company was available to assist, it was therefore agreed that the Clerk look to set up a training event in the Town Hall and invite neighbouring Town / Parish Council’s to attend.
8. Knife Display – Boyes – **RESOLVED** that the Clerk would ring the Head Office to express our disappointment at the lack of response and to ask if they would attend a meeting.

**Committees and Working Groups**

None have taken place.

**North Yorkshire Council**

1. **RESOLVED** that a copy of the letter sent to a resident about the noise following the resurfacing of the A172 circulated on 20.7.23 be received.
2. **RESOLVED** that the Speak up on Countryside Access information circulated on 10.7.23 be received.

**Police**

1. **RESOLVED** that the monthly statistics report circulated on 2.8.23 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.
6. **RESOLVED** that the Annual Review 2022/23 circulated on 25.7.23 be received.

**Correspondence/Complaints received**

1. **RESOLVED** that a copy of a letter from a resident to NYC about the increased noise level since the A172 was resurfaced be received.
2. **RESOLVED** that the thank you e-mails from a resident and visitor about the new riverside footpath circulated on 24.7.23 be received.

**Items tabled for information**

None received.

The meeting closed at 8.40 pm.

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

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

<b><u>Supplier</u></b>	<b><u>Reason</u></b>	<b><u>Value £</u></b>
Salaries	Weeks 13 - 17	6296.80
HMRC	PAYE/NIC Weeks Month 4	973.12
Sage	IT Support	97.80
HFC Systems	Office 365 – IT support	117.24
HFC Systems	Repair – Headset and camera	63.00
Town Hall Trust	Office Rent	1089.00
MacVenture	Play Park Repairs – Open Spaces / Play Areas	83.16
J T Atkinson	Post Fix – Open Spaces / Play Areas	21.60
Wigin Landscaping	Grass Cutting and Tree Work – June	2278.19
MBP Groundcare	Monthly Hedges SLA – Tree Work	322.50
PPS	Cleaning Products – Open Spaces / Toilets	167.88
Upwood	Toilet Rolls – Open Spaces / Toilets	236.34
Initial	Hygiene Contract 18.7.23 to 17.10.23 – Open Spaces / Toilets	179.83
British Gas	Electricity – Open Spaces / Toilets	41.38
Direct 365	Toilet Rolls (accessible toilet) – Open Spaces / Toilets	44.60
Local History Group	S137 Grant	200.00
Lesley Palmer Advertising	Newsletter	160.00
Christmas Plus	Christmas Light Maintenance	693.60
Town Hall Trust	Meeting Rooms	126.00
Chipchase Manners	External Audit	558.00
Barclays	Bank Charges - Miscellaneous	8.50
Catch Designs	Town Map – Miscellaneous (Grant of £577 awarded from NYC)	929.99
Tom Newton	The Plain Repair – Miscellaneous (re-paid from MLT)	1788.00
Bilsdale Catering	Book Festival – Events	140.00
Author	Book Festival – Events	80.00
<b>Total</b>		<b>16696.53</b>