

STOKESLEY TOWN COUNCIL

A Meeting of the Town Council was held on Tuesday 8 November 2022 at 7 pm
in Stokesley Town Hall

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

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

Sgt Ross informed Members that there had been a total of 36 incidents reported between 7 October and 6 November 2022. An update on each of the incidents was provided and members were pleased to see that several of them had positive outcomes, thanks were passed on to all involved. Sgt Ross reported that PC Gerahty was due to leave to take up a promotion in Darlington but that two PCSOs were due to join Stokesley in the coming weeks. Cllr Wake asked if the Police could raise the ongoing issue of graffiti on the North Road Club Site with the relevant agencies to see if there was something that could be done.

North Yorkshire County Council (NYCC) – County Cllr Griffiths advised members that Cllr Keane Duncan had taken over as the Executive Member for Highways and Transportation. **RESOLVED** that the Clerk would write to Cllr Duncan to express our ongoing concerns regarding the flooding on the High Street crossing and ask that this be repaired as a matter of urgency on the grounds of health and safety. The Clerk would also request that he consider the introduction of a 40mph speed limit off Thirsk Road and that he ensures that the speed signs are kept clear of shrubs etc. The Stokesley Conservation Area Group had submitted a proposal for member to consider the introduction of 20mph along the High Street. Cllr Griffiths read out some information regarding the requirements for implementation which would be provided to the group along with a request for further evidence on why the request is made and what outcomes would be achieved so a full discussion can take place at the next meeting. Members agreed that the introduction of 20mph status would be more suitable on the housing estates where there is a greater risk due to the increase in delivery vans etc. Cllr Griffiths was asked to provide an update on each of the following at the next meeting. North Road resurfacing - which was not completed correctly, when will this be rectified and were the contractors paid? Double yellow lines on Levenside – when will they be instated? Station Road – work to prevent the flooding has not solved the problem – what is planned to resolve this issue? Riverslea / Riversdene spine path – why was the decision made to resurface the footpaths on the Tameside estate and not this one when this path is in a very poor and dangerous state of repair? High Street Crossing – the flooding on the crossing continues to be a major concern and will be even more dangerous when it freezes, members would like to know when this will be repaired and would like sight of the risk assessment associated with the crossing.

Hambleton District Council (HDC) – District Cllrs Griffiths and Wake continue to push for action on the North Road Club Site

1/08/11/22 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.

2/08/11/22 APOLOGIES FOR ABSENCE

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

3/08/11/22 DECLARATIONS OF INTERESTS IN ITEMS ON THE AGENDA

RESOLVED that both Cllrs Griffiths and Wake declared an interest in anything that may involve their position as District and County Cllrs.

4/08/11/22 MINUTES

RESOLVED that the minutes of the Town Council meeting held on 11 October 2022 be agreed and signed as a true record.

5/08/11/22 PLANNING

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

Applications Received

22/02335/LBC – 1 Leven Wynd, LBC for proposed replacement of decayed wood door and frame and

22/02328/FUL – 1 Leven Wynd -proposed replacement of decayed wood entrance door and frame.

RESOLVED that the proposed replacement of the 'modern poor-quality mass-produced door' is not original to the dwelling and has reached the end of its useful life' is welcomed. Despite the claim in the supporting documentation that 'the proposed replacement door and frame is traditional it is considered that the proposed new door fails to meet the description used in the Stokesley Conservation Area Appraisal dated December 2010 which in Paragraph 4.1.7 'Doors themselves tend to be panelled either in four or six panels, although often upper sections can incorporate glazing'. This forms the basis of an objection to the present proposal, which would be addressed if the design of the new door was amended to meet the characteristics of the Stokesley Conservation Area outlined in the above assessment.

22/02344/FUL – 41 Riversdene – Demolition of conservatory, construction of single storey garden room extension. **RESOLVED** no objections.

22/02366/FUL – 57 Levenside – Single storey extension to side and rear, extend loft conversion, new render finish to front elevation, full re-roof with roof tiles. **RESOLVED** no objection to either the proposed rear lounge extension or the proposed rendering of the brickwork. However, from the drawings provided it is unclear what impact the proposed extension to provide the new utility room will have on the amenity of the properties at 59 and 61 Levenside. An assessment, either by the applicant, or failing that by the Planning Officer is requested to address this uncertainty. Page 2 of the design and access statement includes the following statement ' There is parking provision for two cars on a driveway and a small ornamental garden to the front of the property. Boundary enclosure to the front is a low garden wall and double wrought iron gates closing the driveway'. A photograph is provided to substantiate this statement. However, since the photograph was taken there have been changes to the layout to the area to the front of the dwelling. This has included widening of the driveway using block paving and an associated loss of garden area. Additionally, some of the 'low garden wall' and 'double wrought iron gates' have been removed more recently.

Confirmation is sought that

- a) the extension of the driveway and reduction in garden area is permitted development
- b) the 'low garden wall' and 'double wrought iron gates' will be reinstated once building works have been completed.

22/02509/FUL – 28 Riversdene – replacement garage, utility room and garden room roofs. Form a canopy over bay window and additional windows to dining room. **RESOLVED** no objections.

22/02430/FUL – 12 Elmwood Close – proposed new windows and doors, replacement of external cladding, internal alterations. **RESOLVED** that the Clerk request an extension to the response date.

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.

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** that the Clerk request an extension to the response date.

Applications Granted

22/02093/ADV – Love Hair, 77 High Street – Retrospective advertisement consent for a business sign.

22/01662/FUL – Chapters Deli & Café, High Street – Planning permission to extend the permission currently granted by an extra 5 years for the raised decking on the cobbles outside the restaurant.

22/02067/FUL – 54 North Road – Proposed extensions to rear of house and new roof over garage

2. Planning and Development - Planning Enforcement.
 - a. Taylor Wimpey Estate – discussed in the public session at the beginning of the meeting.
 - b. British Legion Club Site, North Road – discussed in the public session at the beginning of the meeting.
3. Planning and Development Issues
 - a. Taylor Wimpey Estate – Cllr Griffiths is waiting for a response from HDC Planning regarding the recreational area which is currently just a flooded area and is still waiting for a response from Highways about the roundabout.
 - b. British Legion Club Site – **RESOLVED** that the Clerk arrange a public meeting with the Head of Planning and Head of Enforcement to discuss the ongoing issues and to ensure that the correct information regarding the enforcement process is provided. This would also provide an opportunity to raise several other areas of concern regarding the enforcement process and the timescales associated, including the ongoing issues about the footpath and street lighting on the Tanton Development, the recreational area on the Taylor Wimpey Estate and the length of time it is taking to serve enforcement notices.

6/08/11/22 REVIEW OF ACTIONS FROM LAST MEETING

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

7/08/11/22 FINANCIAL STATEMENTS

1. **RESOLVED** that the monthly statements for October 2022 circulated on 1.11.22 be received.
2. **RESOLVED** that the payments made in October 2022 (attached at Appendix 1) be received and agreed.
3. **RESOLVED** that the Investment Income Accounts Statements for October 2022 for both the Town Council and Manorial Lands Trust circulated on 2.11.22 be received.

8/11/10/2022 MATTERS FOR DISCUSSION

Town Council

1. Update on the Strategic Objectives for 2022/23.
 - a. Cobbles – **RESOLVED** that we received a letter from the HDC Chief Executive confirming that they would provide us with details of the repair work they will undertake in due course.
 - 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).
 - c. Electrical Vehicle Charging Points (EVCP) – **no further update.**
2. Press Releases Approval – **RESOLVED** that the draft newsletter circulated on 8.11.22 be approved.
3. Information / Interpretation Panels – **RESOLVED** that following the meeting with the Stokesley Society on 27 October another meeting has been arranged for Thursday 10 November to include Catch Design so the layout options can be discussed in full.
4. ZOOMM Update – **RESOLVED** that a meeting took place with ZOOMM at the end of October, and they provided maps and details of the work they were due to undertake along with a commitment to

keep the Town Council, through the Clerk, up to date. Wayleave agreements were briefly discussed at that meeting, but it was agreed that this would be concluded separately. We have now received notification from them about work they want to carry out in College Square over a 6 day period from 5 December. Cllr Canavan has tried to arrange for an appropriate Wayleave agreement to be drawn up but to date this has not been achieved. It was therefore agreed that the Clerk should contact ZOOMM to suggest that the Wayleave agreement be handed over to a Solicitor to resolve and that they cover the costs for this work. In addition, the Clerk would also ask if they could move the work scheduled to take place in College Square to the New Year to eliminate the disruption in what will be a busy time of year for the High Street.

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.
6. Bid to join NYCC Pilot Scheme (information circulated on 2.11.22) - **RESOLVED** that a bid be submitted for the High Street Parking and taking over the Show Field Car Park, Cllr Griffiths will lead on this project. A bid would also be submitted for the Town Warden role.
7. Registration of Land – **RESOLVED** to register any areas of land that are currently under the ownership of the Town Council but not registered.

Committees and Working Groups

1. **RESOLVED** that the minutes from the Employment Committee held on 18 October 2022 be received.
2. **RESOLVED** that the minutes from the Allotments Committee held on 25 October 2022 be received.
3. **RESOLVED** that the minutes from the Communications and Events Committee held on 29 September be received.
4. **RESOLVED** that the current Committee structure and membership was reviewed, and it was agreed to amalgamate the Open Spaces and Allotments Committee's into one group. Cllr Cook agreed to join the Finance Committee from January and Cllr Canavan agreed to join the Employment Committee. The Clerk would circulate an update list and amended Terms of Reference for the new Open Spaces & Allotments Committee.

North Yorkshire County Council

1. To receive the Invitation to PTC Briefings November 2022 circulated on 27.10.22.
2. To receive the 'Lets Talk' Campaign information circulated on 2.11.22.

Hambleton District Council

1. To receive the letter regarding North Yorkshire Carriage and Private Hire Licensing Policy circulated on 12.10.22.
2. To receive the letter regarding Parish Precept – arrangements for the financial year 2023/24 circulated on 17.10.22.
3. To receive the letters from HDC Chief Executive about the Cobbles circulated on 4.10.22 and 18.10.22.
4. To receive the Notice of the adoption of the Hambleton Design Guide: Domestic Extensions Supplementary Planning Document (SPD) circulated on 31.10.22.
5. To receive the HDC Business Awards 2023 information circulated on 3.11.22.

Police

1. **RESOLVED** that the police report circulated on 7.11.22 be received (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 Department for Levelling Up Housing and Communities (DLUHC) Committee Funding Review information circulated on 2.11.22 be received.

Correspondence/Complaints received

1. **RESOLVED** that the grant application form from Citizens Advice requesting a S137 donation of £1000 circulated on 24.10.22 be received. It was agreed to donate £200 and to allow them to attend the Friday Market once a month free of charge which would equate to saving Citizens Advice £150.
2. **RESOLVED** that the grant application form from Churches Together in Stokesley request a S137 donation of £160 to cover the cost for Bilsdale Bands attendance and the Christmas Carols Event on 19 December 2022 circulated on 2.11.22 be received and agreed.
3. **RESOLVED** that the grant application from the OAP Bingo requesting £500 towards their Christmas Party circulated on 7.11.22 be received. It was agreed to donate £250 towards the event which was a £100 increase on last year's donation.
4. **RESOLVED** that the letter from Stokesley Conservation Area Advisory Group regarding the CCTV camera on West Green circulated on 3.11.22 be received and the response drafted by the Clerk agreed.

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 press release drafted by the Clerk be provided to our legal advisor to finalise its content prior to circulation. The Clerk was asked to draft a letter to the Chief Executive to establish when the response can be expected regarding the repair work as the quote previously received was obtained in conjunction with HDC Officers who agreed the scope of work required. The Clerk would seek payment from HDC for the final Ward Hadaway invoice as previously agreed.

The meeting closed at 9.05 pm.

SignedDate

STOKESLEY TOWN COUNCIL – OCTOBER 2022**ACCOUNTS REPORT****Payments**

<u>Supplier</u>	<u>Reason</u>	<u>Value £</u>
Salaries	Weeks 26 – 30	5475.22
HMRC	PAYE/NIC Weeks Month 7	656.75
Sage	IT Support	94.80
HFC Systems	Office 265 – IT support	79.80
Town Hall Trust	Office Rent	605.00
Clear Business	Internet / Telephone	112.25
Canon	Photocopier	82.37
Wigin Landscaping	Grass Cutting and Tree Work – September	2111.53
MBP Groundcare	Hedge SLA	322.50
M Addison	Stone Sign Repair – Open Spaces / Miscellaneous	40.00
Staples	Toilet Rolls – Open Spaces / Toilets	197.28
British Gas	Electricity – Open Spaces / Toilets	51.36
Initial	Hygiene Contract – Open Spaces / Toilets	163.49
Blood Cancer	S137 Grant	95.00
Royal British Legion	Poppy Wreath and donation – S137 Grant	50.00
Amazon	Kettle – Office Furniture	16.80
Town Hall Trust	Meeting Room Rents	90.00
Barclays	Bank Charges - Miscellaneous	8.50
Defib Warehouse	Replacement Defib Battery – Miscellaneous	252.00
Amazon	First Aid Accessories for Defib – Miscellaneous	41.57
M J PAT Services	PAT Testing – Miscellaneous	69.00
Amazon	CCTV Stickers	13.77
Dean Tate Plumbing	Replacement Boiler (repaid by Town Hall Trust) – Miscellaneous	1902.00
Cadburys Gifts Direct	Selection Boxes – Events	125.95
E-bay	Grotto decorations – Events	55.09
Cadburys Gifts Direct	Prizes for Reindeer Trail – Events	40.95
Amazon	Prizes for Reindeer Trail – Events	24.98
Total		12777.96

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.