

TOWN HALL AND MANORIAL LANDS TRUST

A Meeting was held on Thursday 4 December 2025

Present: Cllrs Sally Atkinson, Mike Canavan, David Cook, Claire Craster, Bryn Griffiths, Chris Johnson, David Oxley and Gary Yuille.

Clerk – Mrs Julie McLuckie.

1/04/12/25 APOLOGIES FOR ABSENCE

RESOLVED that the apologies from Cllrs Carey and Sowerby be received.

2/04/12/25 MINUTES OF THE PREVIOUS MEETINGS

RESOLVED that the minutes of the meetings held on 2 October 2025 be approved.

3/04/12/25 FINANCIAL STATEMENTS

- a. **RESOLVED** that the monthly statements for October and November 2025 were received and approved. It was noted that the National Insurance refund had now been received.
- b. **RESOLVED** that the proposed budget drafted by the Finance Committee at their meeting on 2 December 2025 and circulated in advance of this meeting be agreed
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4/04/12/25 TOWN HALL TRUST UPDATE

- a. Town Hall Management Advisory Committee (THMAC) – **RESOLVED** that the minutes from the THMAC held on the 14 August and 17 November 2025 be received. The proposal that the THMAC would like to look at options to refurbish the gent's toilet facility was noted.
- b. Town Hall Update – **RESOLVED** that the bookings continue to be popular and now have the added benefit of Santander utilising a room once a week. The craft fairs remain popular and as usual additional events will be held in the lead up to Christmas. Music events continue to be popular with several recently selling out.
- c. Town Hall Windows – **RESOLVED** that a meeting to be arranged with the Conservation Area Officer to establish what replacement windows could be installed in the Town Hall. Once the Trustees have a clear understanding on what can be installed quotes would be obtained and grants applied for to cover the costs.
- d. Solar Panels – **RESOLVED** that Cllr Oxley would provide the contact details for the company who have installed solar panels at Stokesley Sports Club.
- e. Carpets – **RESOLVED** that the additional quote had been received and was slightly cheaper than the previous quote, so it was agreed to progress with the installation using Calverts Carpets. The Clerk was in the process of arranging a fitting date with them early in the New Year.
- f. Stokesley Sparkle / Christmas Fair – **RESOLVED** that notes from the review meeting scheduled to take place on Thursday 11 December would be circulated to all Councillors. It was agreed that a volunteers meeting should take place one week in advance of the evening to ensure everyone understands their role and the procedures to be followed.
- g. Spend Time in Stokesley – **RESOLVED** that the Communications and Events Committee would bring forward proposals for the installation of a canopy on the Old Market Square so it can be used for various events. The purchase and installation of a removable canopy was included in the Vibrant Market grant awarded.

5/02/10/25 MANORIAL LANDS TRUST

- a. Market Update:

- i. Friday Market – **RESOLVED** that we continue to try and encourage regular traders as well as encouraging casuals to join the market. It was agreed to include £5k in next year’s budget to be used to market and promote our Friday Market including giving it a brand. The Clerk would bring forward a proposal once she has met with the Trust’s advisor.
- ii. Farmer / Makers Markets – **RESOLVED** that the annual Christmas Farmers Market will take place on Saturday 20 December 2025. A craft and gift fair will take place in the Town Hall along with the Friends of the Town Hall mulled wine and mince pie event. Both the Farmers Market and Makers Market continue to be well supported.
- b. MLT Cobbles –
 - i. Refurbishment – **RESOLVED** that Cllr Griffiths would supply a contact for the North Yorkshire Council contractor so a quote could be requested to carry out repairs to the cobble area in front of the White House on West Green. North Yorkshire Council is in the process of submitting the repair costs for all the cobbled areas in Stokesley to the NYC cabinet for consideration.
 - ii. White Lines – **RESOLVED** that this was included in the cobble repair scheme.
- c. Levenside Kiosk Update – **RESOLVED** that the Clerk has received an e-mail asking for a telephone discussion. Once this has taken place, the Clerk will update Trustees.
- d. Levenside Undergrounding Survey – **RESOLVED** that Cllr Canavan is in the process of reviewing the documents and it is hoped the work will take place next year. It was agreed to look at lighting options along the riverside footpath and to consult with NYC to see if this is something that they could carry out and if not what options are open to MLT.
- e. Licence and Lease Agreements: -
 - i. The Leven Hotel – **RESOLVED** that our Solicitor is still awaiting proof of ownership, so is unable to progress further until this is received.
 - ii. Police Parking Bays – **RESOLVED** that the Clerk would confirm the costs for the lease agreement with the Police Estates team prior to progressing further.
 - iii. Decking Areas– **RESOLVED** that the usage of the decking areas over the winter months to be monitored to enable an informed decision regarding the reinstatement following the annual fair in future years.
 - iv. 27 Levenside – **RESOLVED** that following discussions with the owners they would welcome a lease agreement for the area of land in front of where the old garage used to be to prevent people parking and allow them access. The Clerk to progress.
- f. Millburns Yard – **RESOLVED** that Cllr Oxley ask Cleveland Land Services to review the area and bring forward proposals on what could be done to improve this square.

The meeting closed at 8.40 pm

Signed Date