

TOWN HALL AND MANORIAL LANDS TRUST

A Meeting was held on Thursday 5 February 2026

Present: Cllrs Sally Atkinson, Mike Canavan, Claire Craster, Bryn Griffiths, Chris Johnson, David Oxley, Graham Sowerby and Gary Yuille.
Clerk – Mrs Julie McLuckie.

1/05/02/26 APOLOGIES FOR ABSENCE

RESOLVED that the apologies from Cllr Cook be received.

2/05/02/26 MINUTES OF THE PREVIOUS MEETINGS

RESOLVED that the minutes of the meetings held on 13 January 2026 be approved subject to one amendment to the Financial Statements December 2025 that the clock payment should appear in the Town Council accounts rather than the Town Hall Trust accounts with the Manorial Lands transferring the funds to cover the costs as agreed.

3/05/02/26 FINANCIAL STATEMENTS

a. **RESOLVED** that the monthly statements for January 2026 were received and approved subject to one amendment reflecting that the cherry picker hire used for repairing the clock be shown in the Town Council accounts with the money transferred to cover the costs from Manorial Lands Trust as agreed.

4/05/02/26 TOWN HALL TRUST

- a. Town Hall Update – the Clerk confirmed that January had as usual been a quiet month but that the diary is looking healthy for the coming year with additional U3A classes booked plus and several private events already booked utilising our bar. Cllr Sowerby requested that next time the clock is serviced that we arrange for the outer face to be repainted as it is starting to rust. When we next have a cherry picker onsite that we arrange to clean the first-floor windows.
- b. Town Hall Windows – the Clerk had noted the contact details of a firm that specialises in bespoke wooden windows. **RESOLVED** that the Clerk contact this firm to see if they would be able to provide a quote to repair the Town Hall first floor windows.
- c. Solar Panels – no further update.

5/05/02/26 MANORIAL LANDS TRUST

- a. Market Update
 - i. Friday Market **RESOLVED** that the proposed marketing information circulated on 4.2.26 be agreed. The logo with the veg trolley was the preferred option subject to one minor change. The Clerk was asked to obtain quotes to promote our Friday Market on the display boards on the Leisure Centre roundabout and consideration be given to displaying signs at the other entry points to the Town.
 - ii. Farmers Market / Makers Market – continue to be well supported and Northern Dales Farmers Market carry out all the promotion themselves including purchasing a new banner for the Town Hall.
- b. Cobblestones – Refurbishment and White Lines – no further update. Cllr Griffiths to confirm if the scheme is included in the North Yorkshire Council (NYC) budget for 2026/27 after the NYC budget setting meeting that is scheduled to take place on Friday 13 February 2026.
- c. Levenside Kiosk – **RESOLVED** that following an approach from the Environment Agency (EA) it was agreed to accept their offer of £2100 as a one-off payment issued without prejudice and that no agreement be drawn up. The EA had also agreed to cover any solicitor's fees for work already

completed up to £1,500. The solicitor's invoice was for £240 and an additional claim would also be submitted to cover the costs for all the work undertaken by Cllr Canavan on behalf of MLT.

- d. Levenside Undergrounding Survey – **RESOLVED** that the Wayleave agreement is now in place and the next phase will be to review the street lighting proposal received from NYC and then co-ordinate the work between NYC and Openreach. MLT would notify impacted residents of the work to take place on Manorial Lands in advance.
- e. Licence and Lease Agreements
 - i. The Leven Hotel – no further update.
 - ii. Police Parking Bays – no further update.
 - iii. Decking Areas – **RESOLVED** that Cllrs Atkison and Griffiths had met with the owners of The Bank and advised them that they need to obtain advice and guidance from NYC Planning prior to submitting a planning pre-application. They also advised them to ensure they keep the MLT Trustees informed of their proposals and that an increase in decking size would not be an option. It was noted that the decking areas have not been used over the winter months and this needs to be considered if any requests are received to reinstate after the annual fair this year.
 - iv. 27 Levenside – no further update.
- f. Millburns Yard – **RESOLVED** that the letter circulated on 4.2.26 to be hand delivered to all residents in this area explaining that the land belongs to MLT and requesting that they remove the private parking signs be approved. A copy of this letter would also be sent to Accent Housing as the owners of the Red House development. The next meeting of the Trustees would consider options to improve this area.

Use of Manorial Land for events – **RESOLVED** that the following events be agreed in principle subject to the provision by the organisers of further details including evidence of public liability insurance where appropriate:-

Charity Cycle Event – Sunday 10 May 2026 – The Plain

1940s Event – Saturday 30 May 2026 – The Plain

Summer in the Square Events – 2nd and 4th Saturdays through June to September – The Old Market Square

Morris Day of Dance – Saturday 13 June 2026 – various locations across the Town (to check with Highways if any of the proposed dance areas belong to them) and either starting or finishing with all the dancers dancing together in front of the Town Hall

Yorkshire Day Event – Saturday 1 August 2026 – The Plain

Following a request from a local business to host an event like Stokesley Sparkle on The Plain on Saturday 4 April 2026 the Trustees agreed that a hire policy should be produced to ensure that anyone requesting to hire the Plain area is fully compliant and supply all the necessary documentation. This would also include an agreed payment structure and would be similar to the NYC Event Management Plan. The policy would also stipulate the number of events allowed per year to ensure that there is an appropriate balance against events v parking. **RESOLVED** that as there are already a number of events planned this year that Trustees did not agree to the use of the Plain for an Easter event this year but would encourage local businesses to get involved in the upcoming events already scheduled.

Community Care – rowing across the channel fund raising challenge – **RESOLVED** that following a request to have the row machine in the Old Market Square alongside one of the Summer in the Square Events it was concluded that as it has been agreed that no charity stalls will be accommodated this year that they could utilise the Old Market Square on one of the Farmers or Makers Market Days.

The meeting closed at 8.45 pm

Signed Date