



Yarm Town Council
Town Hall
High Street
Yarm
TS15 9AH

Minutes of the Yarm Town Council Meeting Thursday 12 November 2019 at 7pm

In Attendance:

Cllr A Gallafant (Chair)	Cllr C Johnson
Cllr C Walker (Vice Chair)	Cllr A Moffitt
Cllr P Smailes (Proper Officer)	Cllr P Morton
Cllr P Addison	Cllr P Monck
Cllr J Coulson	Cllr M Simpson

- 1.0 **Appointment of a Chair and Vice Chair:** Cllrs Gallafant and Walker noted as being in attendance
- 2.0 **Apologies for Absence:** none received
- 3.0 **Code of Conduct**
Declarations of Interest: no items declared
Code of Conduct – Requests for Dispensation: no items requested
- 4.0 **Confirmation of Minutes – Yarm Town Council:** the minutes of the previous meeting, held on Tuesday 8 October 2019, were accepted and signed by the Chair
- 5.0 **Confirmation of Minutes – Recreation Committee:** the minutes of the Recreation Meeting, held on Wednesday 23 October 2019, were accepted and signed by the Chair
- 6.0 **Matters Arising:** no items noted
- 7.0 **Acceptance of Minutes – Weigh and Tolls Committee:** the minutes of the Weigh and Tolls Committee, held on Tuesday 8 October 2019, were accepted by Councillors
- 8.0 **Finance:** Cllr Addison advised that the bank mandate was established and payments authorised. Cllr Addison distributed the external audit report and provided a summary of feedback received. Cllr Gallafant queried the extent of monies within the allotment fund – noted that this was circa £17,500. Cllr Walker suggested that the approved accounts should be loaded onto the YTC website – **Cllr Johnson to action**

Councillors authorised the payment of accounts, considered the internal audit plan of action and considered the return of the external auditors report
- 9.0 **Correspondence List:** Cllrs noted the volume of items to consider following the delay from the previous meeting and reviewed a summary of items received (many of which had already been addressed)

10.0 Adjournment and Questions from the Public

- Mr T Riley requested that his historical provision of a sound system and piano accompaniment free of charge be noted, together with an offer to do this again for YTC in the future. Councillors thanked Mr Riley for his generosity and advised that a statement clarifying his absence from the 2019 Remembrance Day Service be distributed through social media – **Cllr Walker to action**
- Mr B Newcombe queried the absence of the Town Clerk – Cllr Gallafant advised that this was a confidential matter and could not be discussed

11.0 Policy and Resources

- (a) **Willey Flatts Football Pitch:** Cllr Monck advised that £1,500 had been secured through the Thirteen Group Community Fund however due to workload and adverse winter weather conditions, works would not proceed until March 2020
- (b) **Local Democracy:** Cllr Johnson presented a paper that outlined how the website could be utilised to gather feedback from residents on variety of local issue and concerns. Cllr Johnson noted that such feedback could then be shared with partners, including Stockton-on-Tees Borough Council, to provide evidence of opinion in the area. Cllr Moffitt noted that whilst he supported this idea it favoured residents who were able to access the internet and the YTC website. All Councillors supported the development of the website to accommodate this facility – **Cllr Johnson to action**
- (c) **Community Projects for Mental Health:** Cllr Smailes advised of knitting and crocheting groups within the Yarm area and the importance of YTC focusing on mental health and wellbeing initiatives. Cllr Monck advised of the fortnightly event held by Age UK within the Fellowship Hall – **Cllr Walker to promote this through social media channels**
- (d) **Amendments to Cemetery Rules:** nothing to discuss
- (e) **Amendments to Allotment Rules:** noted that this item concerned the inclusion of a right of appeal – **Cllrs Monck and Addison to action**
- (f) **Worsall Road Allotments:** Cllr Gallafant advised that he had obtained costs for the provision of a portacabin for the upper allotments to bring facilities into line with the lower allotments – noted this would be £5,687 - **Councillors agreed to action**
- (g) **Roundabout, Yarm Medical Centre:** Cllr Smailes proposed a project to remove flowerbeds at this location due to their condition and suggested these were replaced with a metal structure of Stephenson's Rocket. Cllr Smailes suggested working with Kirkclevington Grange Prison to provide labour and clear the roundabout of existing railway sleepers. **Cllr Gallafant to liaise with Wilkinson Landscapes to progress, noting there may be sponsorship opportunities.** Cllr Monck advised a ward council budget may be able to part fund this initiative
- (h) **Flower Tubs, High Street:** Cllr Smailes suggested the existing tubs be removed from the High Street noting the presence of cigarette butts and rubbish. Cllr Coulson advised that Saltburn had recently installed some plastic, self watering tubs and that these could work well on the High Street – **Cllr Coulson to obtain photographs and share with Councillors at the next meeting**

Councillors discussed the provision of banners from lampposts displaying the Yarm crest (similar to those used for the 1914-18 commemoration) – **Cllr Monck to progress and obtain indicative costs**

(i) **Banking arrangements:** nothing to discuss

(j) **Condition of paving, High Street** (not on the agenda): Cllrs Walker and Johnson advised they had received comments from the public advising of falls on the High Street due to the condition of paving slabs. Councillors agreed this was a priority and needed to be communicated to SBC to progress. Councillors also raised concerns on the poor condition of the cobbles – **Cllrs Gallafant and Monck to raise with Ward Councillors**

(k) **Office 365** (not on the agenda): Cllr Walker gave a summary of the benefits that Office 365 would offer YTC, particularly in relation to document control, e-mail security and brand/reputation. **Cllrs Walker and Johnson to obtain indicative subscription costs and present these at the next YTC meeting**

12.0 **Content for YTC website:** discussed at item 11b

13.0 **Items for Information/Consideration**

- Cemetery Rules
- Office 365
- Tubs on the High Street
- Banners
- Roundabout, Yarm Medical Centre

Cllr Walker suggested that alternative venues be considered for future Council meetings given access issues at the Town Hall

14.0 **The next Yarm Town Council meeting to be held at 7pm on Thursday 10 December 2019 in the Fellowship Hall, West Street Yarm**

Cllr Gallafant declared the meeting closed at 8:00pm

15.0 **Confidential Item:** one item discussed in accordance with the Public Bodies Admission to Meetings Act 1960

Cllr Gallafant

Cllr C Walker