



Yarm Town Council
Town Hall
High Street
Yarm
TS15 9AH

Minutes of the Yarm Town Council Meeting Tuesday 10 December 2019 at 7pm

In Attendance:

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

- 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: Cllr Gallafant declared at interest in the Yarm Castle discussion (item 11)
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 Thursday 12 November 2019, were accepted and signed by the Chair
- 5.0 **Confirmation of Minutes – Recreation Committee:** the minutes of the Recreation Meeting, held on Tuesday 26 November 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 Thursday 12 November 2019, were accepted by Councillors
- 8.0 **Finance:** Cllr Addison tabled a draft budget for the 2020-21 financial year, advising that this would be discussed in more detail at the meeting in January – **Councillors agreed to review this in advance of the January meeting**

Councillors noted the position regarding the bank mandate (as discussed at the Weigh and Tolls Committee meeting), standing order payments and the new procedure for future payment of invoices and accounts. Councillors noted the receipt of £100 compensation from Nat West to reflect the delay in setting up a new mandate.

Cllr Moffitt questioned electricity usage at the allotments – **Cllr Addison agreed to monitor future usage and check previous bills**

Yarm Town Council authorised three new signatories for the bank mandate: Cllrs Gallafant, Monck and Addison, and removed previous signatories.

Councillors approved the transfer of YTC banking arrangements from Nat West to Barclays Bank

9.0 **Correspondence List:** Councillors reviewed the correspondence list. Cllr Gallafant queried whether the allotment rules had been updated – **Cllrs Monck and Addison to add a codicil to the rules to highlight the agreed changes.**

10.0 **Adjournment and Questions from the Public**

- Mr B Newcombe queried the barring of a resident from Yarm Town Council meetings – Cllr Gallafant requested the query to be submitted to the Council in writing and added to the next agenda.

11.0 **Policy and Resources**

(a) **Begging on the High Street:** Councillors discussed the issue of begging on the High Street, noting that this appears to have been resolved. Cllr Gallafant stressed the need to seek support for those in genuine need.

(b) **Tree Survey/Ivy Clearance:** Councillors discussed the quotation for ivy clearance around the Chapel (£2,100) – **approved by all Councillors.**

(c) **Worsall Road Roundabout:** Cllr Gallafant advised that he had approached Wilkinson Landscapes who were interested in carrying out works on the roundabout free of charge in exchange for a 10 year sponsorship of the facility – **approved by all Councillors.**

(d) **Banners:** Cllr Monck advised that banners would cost £90 each with an additional £100 for artwork. Councillors agreed that a further discussion was needed to discuss the number of banners required and their location on the High Street. Cllr Walker suggested that we engage members of the public with the design process.

(e) **Floral Tubs on the High Street:** Cllr Coulson provided indicative prices of replacement tubs and a suggestion that we consider planters made by HMP Kirklevington Grance – **Cllr Coulson to action**

(f) **Office 365:** Cllr Walker tabled a summary of the key benefits of the G Suite platform, including greater email security and document control - **Councillors approved the purchase of 11 licenses (all Councillors and the Clerk).**

(g) **Yarm Chapel/Keys:** Cllr Gallafant queried the location of the chapel keys – Cllr Monck advised that work was being carried out by a group of people and the keys would be returned on completion of this activity. Cllr Coulson suggested new Yale locks and bolts to the rear door and for master keys to be retained in the Town Hall. Cllr Smailes advised that a key box had been purchased and that keys needed to be labelled and signed in/out as required. Councillors noted four sets of keys for the Town Hall, held by Cllrs Gallafant, Monck, Addison and Graham Tebbs – **Councillor Monck to progress the labelling of keys held at the Town Hall**

(h) **Yarm Castle:** Councillors noted interest in Yarm Castle and its ongoing preservation. Cllr Monck advised that a representative from the Heritage Committee may have some ideas on restoration. Cllr Walker suggested featuring Yarm Castle on social media as a place of interest for residents and visitors – **Cllr Monck to progress with the Heritage Committee**

(i) **Yarm Fair:** nothing to discuss (points raised at the Weigh and Tolls Committee).

(j) **Cemetery Committee** (not on agenda): Cllr Monck suggested Cllr Moffitt takes over as Chair of the Cemetery Committee. Cllrs Simpson, Monck, Addison and Coulson expressed an interest in joining this Committee.

Councillors approved the appointment of Cllr Moffitt as Chair of the Cemetery Committee and noted the new Committee representation.

Cllr Monck to produce a summary of existing Committee structures for discussion at the next Council meeting.

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

13.0 **Items for Information/Consideration**

- Draft budget 2020-21
- Maintenance rota for benches owned by YTC
- Twinning meal
- Committee structures

14.0 **The next Yarm Town Council meeting to be held at 7pm on Tuesday 14 January 2020 in the Fellowship Hall, West Street Yarm**

Cllr Gallafant declared the meeting closed at 8:15pm

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

Cllr Gallafant