



Yarm Town Council
Town Hall
High Street
Yarm
TS15 9AH

Minutes of the Yarm Town Council Meeting Tuesday 14 April 2020 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 J Coulson	Juliet Johnson (Town Clerk from 1 May 2020)

- 1.0 **Appointment of a Chair and Vice Chair:** Cllrs Gallafant and Walker noted as being in attendance.
- 2.0 **Apologies for Absence:** No apologies were received
- 3.0 **Code of Conduct**

Declarations of Interest: Cllr Morton advised that as a business owner on the High Street he felt he needed to declare a potential interest in item 5(c).

Requests for Dispensation: no items requested.
- 4.0 **Confirmation of Minutes – Yarm Town Council:** The minutes of the previous meeting, held on Tuesday 10 March 2020, were accepted and will be signed by the Chair once the lockdown period is over.
- 5.0 **Matters Arising**
 - (a) **Yarm Gala:** noted that the 2020 Gala had been cancelled due to the ongoing COVID-19 pandemic.
 - (b) **Contract with BOSS Event Management Ltd:** Councillors noted that the contract with BOSS Event Management Ltd had been suspended in accordance with the resolution made at the previous meeting.
 - (c) **High Street Tubs:** Cllr Walker advised that the offer of sponsorship came via Facebook from a local businessman, who would be happy to maintain the tubs in exchange for the opportunity to advertise his business within them - **agreed by all Councillors present.**
 - (d) **Town Clerk:** Cllr Gallafant advised that Juliet Johnson had accepted the role of Town Clerk and would commence employment on 1 May 2020. Given Juliet's experience and existing qualifications, Cllr Gallafant suggested that she commence employment on the higher pay grade (equivalent to £14,591 per annum, pro rata for 20 hours a week) – **agreed by all Councillors present.**

Cllr Walker advised that Cllr Gallafant would be liaising with Juliet to set objectives – Councillors agreed to send suggestions to Cllr Gallafant by Friday 17 April 2020 and that these would be discussed with Juliet once she commences employment.

- (e) **Abolition of the Recreation Committee:** Cllr Smailes reminded Councillors of the contract with BOSS Event Management Ltd (suspended at item 5(b)) and that decision making was a collective responsibility of YTC. Cllr Smailes suggested that there was no requirement for a separate Recreation Committee, and that decisions could (and should) be made by the full Council – **Councillors approved the abolition of the Recreation Committee.**

6.0 **Acceptance of Minutes – Weigh and Tolls Committee:** the minutes of the Weigh and Tolls Committee, held on Tuesday 10 March 2020, were accepted by Councillors.

7.0 **Finance:** Cllr Monck advised that Cllr Addison was having some issues accessing the conference room however he was able to contact him via telephone should Councillors have any queries regarding the accounts.

Cllr Moffitt queried payments for printer maintenance – Cllr Monck advised that these costs included printer ink, maintenance and ongoing warranty.

Cllr Gallafant advised that the difference between the amount claimed by BOSS Management Ltd and the figure within the accounts was due to the addition of VAT.

Councillors authorised the payment of accounts

8.0 **Correspondence List:** Councillors considered the list of correspondence received since the previous meeting, noting that the Yarm Arts Society had visited the Town Hall to assess its suitability for hosting future events.

9.0 Policy and Resources

(a) **Cemetery Committee Update:** Cllr Moffitt advised that due to the lockdown he had not been up to the cemetery or the chapel, but queried responsibility for erecting scaffolding linked to paint works. Councillors agreed that this fell to the contractor and would be managed through risk assessments and method statements.

(b) **Allotment Committee Update:** Cllr Gallafant advised of nine people on the waiting list with three plots currently available. Cllr Coulson commented that the atmosphere on the allotments was much improved over recent months.

10.0 **Content for YTC website:** Cllr Walker reminded Councillors to e-mail him with any items for the website or Facebook page.

11.0 Items for Information/Consideration

- Remembrance Sunday – readings

12.0 **The next Yarm Town Council meeting to be held at 7pm on Tuesday 14 May 2020 by conference call**

Cllr Gallafant declared the meeting closed at 7:45pm

13.0 **Confidential Item:** No confidential items discussed

Clr Gallafant

Date