

NOTICE OF MEETING

You are hereby summoned to a meeting of
Yarm Town Council to be held at

**The Fellowship Hall (side entrance)
West Street, Yarm TS15 9BT.**

Date: Tuesday 11th January 2022

Time: 7pm

Members of the public are invited to
attend the meeting - social distancing applies so limited
spaces

(approx 6 - 8 people max).

**Anyone attending must wear full PPE & Sign In
Government guidance regarding COVID applies**

Juliet Johnson, Proper Officer to YTC



Yarm Town Council
Town Hall
High Street
Yarm
TS15 9AH

In accordance with the Openness of Local Government Bodies Regulations 2014, photographing, recording, broadcasting or transmitting the proceedings of a meeting by any means is permitted; the Chair will notify those present of this at the start of the meeting and ask whether they agree to be filmed, recorded or photograph

YARM TOWN COUNCIL

MINUTES

PRESENT:

Cllr John Coulson (Vice Chair)

Cllr Patrick Morton

Cllr Philip Addison

Cllr Pam Smailes

Cllr Alan Moffitt

Cllr Barbara Wegg

Cllr Peter Monck

Proper Officer - Juliet Johnson

1.0 To appoint a Chairman in the absence of the Chair and/or Vice Chair

1.1 In the absence of Cllr Gallafant - Chair, the Vice Chair - Cllr Coulson took the Chair.

1.2 **The Chair** notified the meeting that the Clerk had requested an additional item on the agenda under 'Confidential Items' - no objections received.

2.0 Apologies for Absence

2.1 Apologies for absence were received from Cllr Gallafant (Chair, Mayor for Ceremonies), Cllr Johnson and Cllr Neil.

With the exception of any item identified above as containing exempt or confidential information under the Local Government Act 1972 – section 100A(4), members of the public (other than those prohibited from doing so) are entitled to attend this meeting and/or have access to the agenda

Apologies were also received from Ward Cllr Sherris.

3.0 Code of Conduct | Declaration of Interest | Dispensation

- a) To record declarations of interest from members of any item to be discussed
- b) To consider, vote upon and record any requests for dispensation

3.1 No declarations of interest or requests for dispensation were received.

4.0 Confirmation of Minutes

To accept the minutes of the previous meetings:

4.1 **Weigh and Tolls Committee** held on Tuesday 9th November 2021 and approve their signature by the Chairman of the meeting.

PROPOSED: Cllr Monck SECONDED: Cllr Moffitt AGREED.

4.2 **Yarm Town Council** held on Tuesday 9th November 2021 and approve their signature by the Chairman of the meeting.

PROPOSED: Cllr Moffitt SECONDED: Cllr Coulson AGREED.

5.0 Matters arising from the minutes of the previous Ordinary YTC meeting, 9th November 2021:

5.1 Litter Bins and Trade Waste Bins

5.1.1 **The Clerk** read the response from Stockton Borough Council (SBC) as regards the above issues. Problem locations (Central Street & Low Church Wynd) are being monitored by both Enforcement Officers and Environmental Health Officers. It is suggested that there is no applicable space for Macey Browns to store their bins (so permitted on the highway). A response from Lebaneats is still awaited re.their previous suggestion that the bins were too heavy to move when full and therefore they had to remain on Central Street.

SBC suggests that since the introduction of the locks on the new bins, there have been no further issues.

SBC confirms that action will be taken against those who are dumping waste if the problem persists. Members of the meeting confirmed that they still witness dumping in the area of bins and some members felt that it was likely that rubbish would be dumped as long as trade waste bins remained on the highway.

5.1.2 **Cllrs Morton and Moffitt** suggested original planning permission plans should be sought showing the original agreed position of trade waste bins.

ACTION: Clerk & Councillors to monitor the situation; **Clerk** - request original planning permission plan for relevant businesses.

5.2 Proposal for pavement markings (pubs, cafes and eateries).

5.2.1 **The Clerk** confirmed that an officer at SBC was consulting with the Highways department as to the potential to mark licensed pavement areas for pubs, cafes and eateries.

5.3 Playing Pitch Strategy (Stockton Borough Council)

5.3.1 The Clerk confirmed that Cllr Gallafant had made a return regarding the above survey to SBC.

5.4 Mayoral Chain

5.4.1 Cllr Coulson reminded the meeting of his concern regarding the shabby state of the current YTC Mayoral Chain and referred Councillors to the email he'd circulated previously regarding options for replacement or refurbishment - cost of replacement estimated to be between £800 - £1000 for a basic option.

5.4.2 Options discussed included refurbishment of the current 'chain' including updating and replacing the pins bearing Chairs' names, purchasing the main hand painted emblem pendant (with basic chain or ribbon option) or considering a full replacement of all elements.

5.4.3 A number of Councillors felt that the Mayoral Chain is an important heritage artefact and for that reason the current one should at least be preserved/restored if not to be worn again.

5.4.4 The Clerk briefed the meeting as to the current Chair's opinion on the matter - Cllr Gallafant does not support any current expenditure on replacing the existing Mayoral Chain given current economic climate and felt that given a climate of austerity YTC should not currently consider this kind of expenditure. Cllr Gallafant chooses not to wear a Mayoral Chain (regardless of condition).

ACTION: Clerk to bring Mayoral Chain to next meeting.

5.5 Disposal of office items, business continuity, temporary office; update on artefacts: packing and storage

5.5.1 Clerk reported that some items have been moved across to the new office premises. Build timetable had changed from the original November '21 start date (as updated in Weigh & Tolls meeting by Cllr Monck) so it had been possible to continue to use the Town Hall as the Event Control base for all 4 events prior to Christmas (Town Hall giving unparalleled view up and down the whole High street). Furniture disposal previously agreed can now take place in the new year along with removal and reinstallation of IT and professional removal and storage of other large items.

5.6 YTC adopting a 'Charity of the Year': discussion re. model - (PAPER REFERS)

5.6.1 Cllr Coulson had previously raised the issue of adopting a Charity of the Year . As per the minute of the previous meeting, the Clerk had circulated a briefing note as to the options for Councillors as regards choosing and deciding upon a Charity of the Year. The following list was agreed upon as the basis of the model:

- i) Timeframe: 1 year following the Electoral / Council Year i.e. Annual Meeting to Annual Meeting (May to May)
- ii) One or More Charities: a Charity of the Year should not be the only charity YTC works with in a year.
- iii) How to select a Charity of the Year: publicise that YTC wishes to select a Charity of the Year
 - Basis of Selection - the publicity would state that YTC will prioritise a charity that specifically / only benefits Yarm (other applications being welcome, however);
 - Logo - Presence on Communications - YTC will have the Charity of the Year's logo / strapline (once approved with YTC) on all communications sent out, as far as possible (e.g. emails, letters, social media, website, press comms);

YTC did not select to give the YTC logo to the selected Charity of the Year on any comms - usage would be 'as agreed by YTC';

- Events & Activities - the selected Charity of the Year would have a presence at all YTC events as a dominant presence but not a singular one.

5.7 ASB & CCTV

5.7.1 In **Cllr Gallafant's** absence, **Cllr Coulson** reminded the meeting of town issues regarding anti-social behaviour and CCTV. Anti-social and intimidating behaviour at the riverside had been noted; **Cllr Smailes** noted that this often involved leaving significant amounts of rubbish. The **Clerk** reminded the meeting that the play area at Willey Flatts was also part of the discussion as to whether CCTV should be reintroduced, working with SBC; **Cllr Wegg** referenced the involvement of the Enforcement Team and some progress at Willey Flatts. The importance of struggling local youth provision was also referenced as significant to solving the issue.

ACTION: **Clerk** to set up an informal meeting with SBC Enforcement and officers who deal with youth provision for YTC Councillors to discuss issues and options.

6.0 Council Finances

6.1 To authorize payment of the accounts (Payments List Refers)

6.1.1 **Cllr Addison** referenced the Payments List and asked that Councillors approve this

PROPOSED: **Cllr Monck** **SECONDED:** **Cllr Coulson** **AGREED.**

6.2 Income & Expenditure Report (predicted outturn)

Cllr Addison referenced the meeting to the figures as regards income and expenditure for the financial year 2021 -2022, as detailed in the papers as preparation for the item below (6.3). Details reported are shown in the narrative report circulated (PAPER REFERS). A saving of £5.5k is currently predicted as regards expenditure during 2021 -2022.

6.3 To review, agree & approve proposed budget and precept request for 2022/2023 (DOCUMENT REFERS)

6.3.1 **Cllr Addison and the Clerk** presented the proposed budget and precept for 2022 - 2023 for discussion and approval by Councillors. The meeting was briefed that an informal budget preparation meeting had been held with the Chair and Chairs of Committees / Working Group (i.e. Allotments, Cemeteries and Town Hall Project). In summary, there is a shortfall of £24,350 between the draft budget for 2022/2023 and the funded budget for 2021/2022. There are three ways in which this could be funded in 2022/2023, which are:

- a) fund all the shortfall out of the general reserve of the Council, or
- b) increase the precept to fund all of the shortfall, or
- c) a mixture of an increase to the precept and a use of some of the general reserve.

6.3.2 **The Clerk** briefed the meeting as to general inflation predictions for 2022/2023 (i.e. 6% + for the first half of the year falling back to 2-3% in the second half). The Clerk reminded the meeting of good practice being to keep 6 months running costs in General Reserves (@ £70k). This would then leave circa. £20k in General Reserves against several

8.0 Adjournment and Questions From the Public - Chair

N/A

9.0 Policy and Resources:

9.1 Cemetery Report -

9.1.1 Cllr Moffitt updated the meeting as regards maintenance recently completed to prevent clogging of guttering hopper (now to be regularly checked) preventing damp leakage into the Chapel. A letter is due to be sent to houses adjacent to the back of the cemetery requesting that garden waste is not dumped over the fence into the cemetery. Signage to this effect also to be replaced

ACTION: Clerk sending letter to the relevant households & signage to be reinstated and differently secured.

9.1.2 The Clerk reported that there had been 7 burials scheduled for Yarm Cemetery within a 2 month period which was an unusually high rate (given average of 9 -12 burials per year).

9.2 Allotments Report

9.2.1 The Clerk gave feedback from **Cllr Gallafant** regarding the allotments. There is currently 1 vacant plot at each allotment site. There have been a significant number of transfers and people moving on from the waiting list. There are still a few rents owed. **Cllr Wegg** commented that the removal of the old lilac trees at the entrance of the Brickyard Allotments had left the area looking exposed and not pleasant.

9.3 Worsall Rd. Roundabout: Alternative Approach Proposal

9.3.1 Cllr. Smailes proposed that rather than obtaining 3 quotations for work to improve Worsall Rd. /Spital Junction , a local school or college might be interested in leading the refurbishment as a project and that this would also save money. **Cllr Smailes** referenced the work that a group of volunteers had done to maintain the area. **Cllr Addison** referenced that there was £1,000 in the budget for maintenance of the Worsall Rd/Spital junction area.

ACTION: **Cllr Smailes** to research whether a school / college would be interested in the Worsall Rd. / Spital junction as a project and brief YTC accordingly.

9.4 Street Begging Issue

9.4.1 Cllr Coulson referenced a recent incident with a member of the public and someone begging on the High Street to which the police had been called. **The Clerk** referenced an email forwarded by Ward Councillor Sherris from an SBC officer detailing the framework within which the issue can be dealt with (EMAIL REFERS) and demonstrating that the issue is a complex one.

9.4.2 Cllr Morton commented that the issue is something to keep aware of and that it is a very emotive (**Cllrs Moffitt and Wegg** concurred with this).

ACTION: **the Clerk** to see further advice and scope potential support from Enforcement at SBC

9.5 Man Shed Project: Update

9.5.1 The Clerk gave feedback from **Cllr Gallafant** as per 6.4.1 above that this project now had the go ahead for the land needed to accommodate it and therefore initial spend may occur in this financial year. Further updates will be presented to YTC at future meetings.

9.6 River Festival Proposal : initial discussion

9.6.1 Cllr. Morton briefed the meeting as to a proposal from the Stand Up Paddle Boarding organisation (SUPB) who have proposed the idea of a simple festival promoting leisure development for Yarm re. better use of the asset that is the river. Previous taster sessions have been run by the company in Yarm demonstrating appetite for such an event. SUPB would run and co-ordinate the whole project, the location being along the river between the bridge and Yarm School.

9.6.2 Cllr Coulson raised the issue as to whether the sailing vessel that was being used to tour and fundraise for veterans and mental health (previously discussed at YTC) could be part of this or link to Yarm Gala. Cllr Morton felt that all elements tied together nicely. Discussion centred around whether the proposal for a river festival could be the same weekend as the Gala & Queen's Platinum Jubilee celebration creating critical mass of Saturday and Sunday events (The Gala being the Sunday) and more positive impact for the local economy.

9.7 Queen's Platinum Jubilee

9.7.1 The meeting discussed the suggestion that the Queen's Platinum Jubilee celebrations could be combined with Yarm Gala. The meeting agreed that this was a positive idea and should be progressed.

9.8 Defibrillator Pads: proposal for support - £325

9.8.1 Cllr Coulson confirmed that the recent fundraising project had resulted in the installation of additional defibrillators in the town at Puddleducks nursery, Clever Clogs nursery, West St. (Evolve/ Martial Arts Centre) and the previously installed one at the Town Hall. Evolve Fitness were now leading on this.

9.8.2 The Clerk briefed the meeting as to a conversation with the coordinator regarding continued provision of replacement defibrillator pads (currently funded from her personal resources). A pattern of how many replacements needed in a year had not yet been established but a supply of replacement pads on standby would be critical. It was proposed that YTC offered £325 (5 sets at £65 each) to fund replacement pads for the Yarm sited defibrillators.

PROPOSED: Cllr Morton

SECONDED: Cllr Moffitt

ALL AGREED

9.9 Welcome to Durham & Tees Valley Visitor Guide: supplier request

9.8.1 In **Cllr Gallafant's** absence, the Clerk briefed the meeting regarding an approach from a visitor guide company (Email Refers) regarding whether YTC would like a page/pages in the publication to promote Yarm at the cost of @ £400. The general discussion revolved around whether or not this was value for money and that currently possibly not relevant. A future discussion might also include a review of whether to rejoin Yorkshire Tourism, other marketing offer/ options and within the context of Yarm Town Hall Heritage Centre opening.

ACTION: Clerk to bring a copy of the guide to the next meeting if obtained.

10.0 Planning & Environment:

10.1 Matters Arising: Planning Applications & Lists

10.1.1 Cllr. Monck briefed the meeting as regards a number of planning issues:

- a) The proposed Hadley Cross development (top of Leven) has been refused;
- b) The development proposed for the land south of Green Lane has been approved (original proposal that was part of this re. work to modify Leven Rd to accommodate traffic flow, is no longer part of the proposal - one of the key issues YTC objected to);
- c) Proposal for 215 house development of Mount Leven Farm;

Cllr Monck proposed that YTC object to the proposal for the Mount Leven Farm development on the basis that (e.g.)

- i) it is not in / supported by the Local Plan;
- ii) it is now a significantly different proposal to that originally put forward for initial planning permission;
- iii) original proposal was for a retirement village (i.e. low level bungalows; benefitting a specific need);
- iv) access for the originally proposed retirement village had lower negative impact due to the implication of fewer cars (more general housing now implies a greater number of cars and pressure on the roundabout / nearest junctions);
- v) it is understood that the original retirement village proposal included a doctor's surgery (thus reducing pressure on this aspect of local services); a more general proposal now places additional pressure on already stretched local services e.g. doctors, schools, roads etc.

PROPOSED: Cllr Coulson **SECONDED:** Cllr Moffitt **ALL AGREED.**

ACTION: Clerk to notify the Planning department of the objection.

Current smaller residential and commercial property modifications are currently out for consultation (e.g.):

- d) 70 Valley Drive;
- e) Cedars - Worsall Rd;
- f) Tees View - conversion of a barn to domestic use;
- g) 17a High Street - listed property , Change of Use request for an orthodontic practice.

10.1.2 The Clerk briefed the meeting that quotations for an update to the Tree Survey should be sought within the next few months. A lot of calls had been taken regarding storm damage - all issues had been attended to and SBC had responded quickly and helpfully to the YTC logging of issues following recent storms (given the extensive pressure on this service and serious issues resulting from fallen trees across the borough as a whole).

10.2 Latest Play Area Reports & Issues

10.2.1 The Clerk reported that all medium to high priority issues had been actioned with SBC but the reports still flag-up issues awaiting their attendance. **The Clerk** is asking for an update & timeline from SBC on the repairs.

11.0 To agree any content for the YTC website and requests for Facebook features

11.1 Feedback on items to date & proposed new items

11.1.1 The Clerk reported record engagement for facebook (over 12,000) regarding (e.g.) the Christmas Eve social media campaign.

12.0 To receive items for information and consideration for the next agenda

- a) Approval for payment of the new budgeted amount to the Clock Winder - **Cllr Addison**
- b) Lighting of the Railway Arches - **Cllr Addison**

13.0 To confirm the date and time of the next YTC meeting: 7pm, 8th February 2022

14.0 Confidential Item(s)

14.1 The Clerk requested that Councillors might wish to consider offering one of the Civic 'Thank You's' (previously agreed e.g. bouquet or gift vouchers) to a member of the community who had voluntarily come forward to offer significant support including (e.g.) for the Christmas Eve Event.

PROPOSED: Cllr Coulson **SECONDED:** Cllr Morton **AGREED.**

ACTION: The Clerk to organise the Civic Thank You for Carole Jones.

In accordance with the Public Bodies Admission to Meetings Act 1960, press and the public shall be excluded for this item due to its confidential nature. LGA Act 1972 schedule 12 paragraph 10(2)(e)