

**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 10th May 2022**

**Time: 7pm**

**(immediately following the Annual Meeting at 6.30pm)**

Members of the public are invited to  
attend the meeting

COVID Guidance at the time 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 photographed

## YARM TOWN COUNCIL

### MINUTES

**PRESENT:**

Cllr John Coulson (Vice Chair)

Cllr Chris Neil

Cllr Philip Addison

Cllr Marjorie Simpson

Cllr Peter Monck

Cllr Pam Smailes

Cllr Patrick Morton

Cllr Barbara Wegg

Clerk / Proper Officer - Juliet Johnson

**1.0 To appoint a Chairman in the absence of the Chair and/or Vice Chair - N/A**

**2.0 Apologies for Absence**

**2.1 Cllr Moffitt;**

**Karen Shields (Rate Payers Representative);**

**Ward Cllr Sherris.**

**2.2 The Clerk** stated, for the purpose of the minutes, that Chris Johnson had been disqualified as a Councillor as of 12th April 2022 (as per Section 85 of the LGA). Chris Johnson had then written to the Council and Clerk on 26th April stating that he resigned as a Councillor.

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



**The Clerk** is yet to draft this..

**5.5 Worsall Rd. Roundabout: Update & Next Steps**

**- Cllr Smailes**

**5.6 Financial Regulations - procurement thresholds update**

**The Clerk** is updating the thresholds in the current Financial Regulations (prior to a complete overhaul) so that they are inline with the current Standing Orders.

**5.7 Ward Budget Funding: Spinner proposed for Willey Flatts**

**The Clerk** understands that the SBC team are reviewing whether there is enough space at Willey Flatts.

**5.8 Hanging Baskets Contract: update**

**The Clerk** reported that these would be delivered during the first 2 weeks of June (as per specification / previous practice) but that the nursery had been asked for delivery, if at all possible, for installation prior to the Jubilee event.

**5.9 River Walkways Partnership Project (deferred)**

**- Cllr Moffitt / Clerk**

5.9.1 As **Cllr Moffitt** was absent for this meeting the item is deferred until the June meeting. **The Chair** invited **a member of the public** to speak - a member of True Lovers Walk Volunteers. The member referenced those involved (inc YTC) meeting with the Stockton South MP as regards taking forward regeneration of the river walks. Several new benches have been acquired (to be secured). The Facebook page about the project is now established. **Cllr Coulson** referenced the involvement /support of a team from Virgin Media.

5.9.2 SBC will shortly be flattening out the raised areas on the river walk paths (caused by tree roots) that currently cause access problems for those in mobility vehicles and others.

5.9.3 **Cllr Monck** informed the meeting that members of the public had commented on areas of the river bank against the path (as you walk north along the bank from Atlas Wynd access) which are rapidly slipping into the river. This will very quickly erode the path. **The member of the public** referenced the potential involvement of the Environment Agency (EA). **The Clerk** referenced that **Cllr Moffitt** had previously stated that, whilst the EA are primarily interested in immediate flood issues, he had presented the argument to them that early intervention with such slippage (and replacement of current gambons - securing the bank but which are now rotting) was a preventative measure against some of the problems that cause flood issues to be worse. As a result, the EA are now looking at the possibility of resources to assist with reinforcing the banks (this work would also involve the River & Canals Trust). **A second member of the public** was invited to speak and commented that whilst the volunteers group are removing weeds it is noticeable that there is significant slippage in areas of the river banks. **N.B. Cllr Wegg & Cllr Monck had, in a previous meeting, also referenced the bridges and wooden steps, during which discussion it was again clarified that large parts of the river walk are the responsibility of different land owners.**

5.9.4 **The Clerk** reminded the meeting that at the previous meeting **Cllr Moffitt** had given a Vote of Thanks to the True Lovers Walk Volunteers (recorded here, as not in the previous minutes).

**5.10 Flag Flying Policy : update**

**- Clerk/ Cllrs Coulson & Moffitt**

5.10.1 **The Clerk** confirmed that a flag flyer had been identified. It was stated that the flag flyer is given an honorarium of £150 per year.

5.10.2 **Cllrs Coulson, Moffit and the Clerk** are tasked with reviewing the Flag Flying Policy - yet to meet. **The Clerk** has circulated the DCMS guidelines/information for this group to consider.

#### 5.11 **Staffing Committee: update**

5.11.1 **The Chair** confirmed that the Staffing committee had met - notes are to be written up. Cllr Smailes commented that it had taken 2 yrs for this to happen.

5.11.2 **The Chair** confirmed that the staffing committee is to meet every quarter.

5.12 **The Clerk** reported that there was currently no further progress on storage of remaining artefacts and disposal of Town Hall contents.

### 6.0 **Council Finances**

#### 6.1 **To authorise payment of the accounts**

**Payments List Refers** - **Cllr Addison** directed the meeting to review and note the payments list. He requested that an additional item be noted and added i.e. subscription to Cleveland Local Council Association (CLCA), which covers membership of both the national and local organisation, totalling **£689.68** (a rise of £2 on the previous year). Approval of the payments list and the additional payment was proposed.

**PROPOSED:** **Cllr Monck**                      **SECONDED:** **Cllr Morton**                      **AGREED**

#### 6.2 **Income and Expenditure Report & Bank Reconciliation**

**Cllr Addison** referenced that a minor issue with Rialtas meant that the bank reconciliations would be presented next month. The accounts are being finalised for end of year (April 1st 2021 - 31st March 2022).

#### 6.3 **Update of Asset Register**

**Cllr Addison** and **Cllr Monck** had discussed with the Clerk some of the issues she was raising regarding historic information contained within the Assets Register prior to her appointment (this informal discussion had taken place when the last Finance and Governance meeting had not been quorate). **The Clerk** stated that there were some 'batched values' (e.g. office equipment, items in the Town Hall) for which the individual, original purchase prices had not been entered. This poses an accuracy problem. In addition, several items have been disposed of prior to 2019 and have not been recorded as such. **The Clerk** will continue to look at this and bring to the next meeting, also updating with any additional assets that have not been added historically.

### 7.0 **To Review and Consider the Correspondence List**

**7.1 The Clerk** drew attention to an FOI enquiry that had been received. No further enquiries were received regarding the correspondence list.

## **8.0 Adjournment and Questions From the Public** -

**8.1 The Chair** adjourned the meeting for questions / comments from the public.

**8.2 A member of the public** stated that he wished to thank **Cllr Monck** for all his hard work over the years to achieve the Town Hall Heritage Centre (THHC) and stated that if Yarm had not benefited from the external funding for this it would have gone to another town/parish (i.e. rather than being spent on something different). **Cllr Monck** thanked the member of the public for their remarks and reminded the meeting that, regardless of the Heritage Centre element, similar investment would have been needed to restore the **Grade II listed** building anyway (i.e. **the Council has a duty of care that could not be ignored as it is listed**). **Cllr Monck** informed the meeting that the Weather Vane would be restored to working order as part of the refurbishment. **The Clerk** noted that the clock tower had had interim restoration but this would also be further secured as part of the project. **The member of the public** commented that he understood that heritage building projects are always complex and take time. **Cllr Morton** also referenced that the project was a long process by necessity.

**8.3 The Clerk** referenced the extensive engagement work that would continue regarding a diverse range of the town's heritage (referencing the Rosier project previously covered in the Weigh & Tolls agenda). **Cllr Wegg** referenced that the GirlGuiding 'Young Leaders' scheme could be part of this. **A member of the public** suggested the potential involvement of the Dof E Scheme, including teams of volunteers. **Cllr Monck** commented that there was a significant amount of heritage from all aspects of life in Yarm, not just the Yarm Helmet.

**8.4 The Clerk** referenced soon contributing to work with SBC to make a National Lottery Heritage Fund application.

## **9.0 Policy and Resources:**

### **9.1 Cemetery Report**

- **Cllr Moffitt**

Carried forward to the next meeting.

### **9.2 Allotments Report**

#### **9.2.1 General Update**

**Cllr Coulson** gave a brief update of the current position at the allotments and spending time with tenants. He reported on the Yarm Community Allotments Association (YCAA) suggestion to name the Community Orchard that Cllr Gallafant had led on developing 'Alan's Orchard' in his memory.

**Cllr Monck** suggested an allotment walk for all Councillors and an award for 'Best Allotment'.

**Cllr Wegg** mentioned that she thought the entrance to Brickyard Allotments where hedges had been cut back is now an eyesore. **Cllr Coulson** confirmed that this was being addressed (YCAA)

#### **9.2.2 Request for allotment development & maintenance expenditure:**

- a) £800 to replace fencing (Worsall Rd. Site)

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**Cllr Monck** referenced that planning permission was submitted re. the proposal for new public toilets linked to Yarm Library. He also referenced an extension at Westgate Gardens. The main planning issue relates to an objection YTC has already made as regards REF: Application No: 20/2277/OUT (Riding Centre, Glaisdale Rd.). YTC has already made a very comprehensive objection but should be aware that at least 68 objections have been received and the Council should remain aware of any new developments regarding this issue e.g. a developers notice had been placed given incorrect dates

**ACTION:** Clerk to request any new information from Planning at SBC as regards Application No: 20/2277/OUT

## 10.2 Latest Play Area Reports & Issues: Update

**The Clerk** reported that the latest SBC and ROSPA reports had been received and that she had actioned all medium to high priority items on the reports, in order of importance/risk. **Cllr Smailes** commented that the stump left from the damaged play item at Willey Flatts was of particular concern. **The Clerk** confirmed that she had actioned this some time ago and would chase this up.

## 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 - Clerk / ALL

11.1.1 Items relating to the Jubilee and Gala, Big Paddle Festival and High Street Windows / Jubilee activities to be prioritised.

**ACTION:** Clerk

11.1.2 **The Clerk** commented that she needed to update parts of the website and requested photos from **Cllr Wegg and Cllr Neil**.

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

12.1 None advised currently.

13.0 To confirm the date and time of the next YTC meeting: 7pm, 14th June 2022

13.1 To confirm the date/time of the Finance and Governance Meeting - to be advised.

## 14.0 Confidential Item(s)

14.1 Website Issues & Update - Chair / Clerk

**The Clerk** updated the meeting on the current position. A timescale was agreed (Clerk's confidential note refers).

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)

The Public Bodies (Admission to Meetings) Act 1960 Sec 1 (2) - A body may, by resolution, exclude the public from a meeting (whether during the whole or part of the proceedings) whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons stated in the resolution and arising from the nature of that business or of the proceedings; and where such a resolution is passed, this Act shall not require the meeting to be open to the public during proceedings to which the resolution applies.

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