

The February '23 meeting of
the Weigh & Tolls Committee was held at
The Fellowship Hall (side entrance)
West Street, Yarm TS15 9BT.
Date: Tuesday 14th February 2023
Time: 7pm
Members of the public were invited to
attend the meeting
COVID Guidance at the time applied.
Juliet Johnson, Proper Officer to YTC



Yarm Town Council
Town Hall
High Street
Yarm
TS15 9AH

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Weigh and Tolls Committee

MINUTES

PRESENT:

Cllr John Coulson (Chair)

Cllr Patrick Morton

Cllr Alan Moffitt (Vice Chair)

Cllr Chris Neil

Cllr Philip Addison

Cllr Pam Smailes

Cllr Peter Monck

Cllr Robert Wegg

Clerk / Proper Officer

4 members of the public were present. A member of the press joined during the meeting (5 members of the public)

- 1. To appoint a Chairman in the absence of the Chair and/or Vice Chair**
- 2. Apologies for absence - Apologies were received from Cllr Ian Carter and Ward Cllr Sherris.**
(verbal apology for Cllr Barbara Wegg was given at the meeting by Cllr RWegg).
- 3. 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 were received nor any requests for dispensation.

4. Confirmation of Minutes:

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

- a) To confirm the minutes of the previous meeting of the Weigh and Tolls Committee
(10th January 2023)

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

5. Matters arising from the minutes of the previous meeting -

5.1 General Events Update (N.B. detail of Coronation Event for approval on YTC Agenda) - **The Clerk** confirmed that the Christmas Eve Budget had been circulated with detail/explanations of items. A 2022 Events evaluation meeting will be organised including all practical delivery partners. The proposal for the Coronation Event will be presented under the Ordinary YTC Agenda by working group members as not on the High St./ cobbles (not therefore, a weigh & tolls matter).

6. Finance

To authorise payment of the accounts (Weigh and Tolls) - **Cllr Addison** presented the two items from the payments list that fall to the weigh & tolls agenda (internet and market tolls/ cobbles rates) and these were noted/accepted by the meeting.

AGREED

7. Yarm Town Hall Heritage Centre Project

7.1 **General Update on Build Project & Timeline** - **Cllr Monck** gave an update from the last YTHHC site meeting . Work is progressing well. Work is slightly behind schedule due to discovering what was thought to be asbestos (and then determined otherwise), one or two other issues but interestingly, the discovery of the original toll booth floor (south/west corner), at a much lower level than the current road. Traces of artefacts were also found (helping date to be currently estimated as 1600s). The floor of the site is not down to the same level on the east side yet. **Cllr Monck / The Clerk** have had a site visit. Other members of the Council have been invited and should reply to the Clerk if interested (would be around 4pm). The on site archeologist will be writing a report and documenting the find. Timeline is that the building itself should be completed by May. After this there will be a timeline for the fit out.

7.2 **Engagement Update (inc. work with Friends of YTHHC)** - **Cllr Monck** reported that the original Friends of YTHHC had been brought back together (originally advised by Heritage Lottery to form this group), have met and the constitution will be set up at the next meeting. Members of the public are involved who have particular interest in heritage / skill sets.

7.3 Research and Development of Content:

i) Ground Floor ii) Upper Floor - **Cllr Monck** reported that the results of the research and development phase had been received from Matthew Rosier (working with Mediale, specialist in the AV technology production aspects). There is now a proposed layout for the main downstairs exhibition space. The results of this work encompass all the feedback gained from the public workshops, returned public consultation postcards and other individual feedback that's been received, including the comments and feedback MRosier received from Cllrs at the start of the process (as to the focus and importance of different aspects of heritage to be included). The proposal for the ground floor space includes a proposed layout with community involvement to create a large central structure for the exhibition to be based around incorporating all of our main artefacts. Finer details of this are still under development. The items incorporated will include: the bushel measure, the fire and flood bell, arms including the pike and halberd, the weighbridge arm, the reproduction of the Tom Brown pub sign. A reproduction of the helmet will also be included in the display (along

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with a second to be acquired for education workshops). The original town hall clock pointers will also be included. **Cllr Moffitt** asked why the original helmet would not be on display yet. **Cllr Monck** suggested that bringing the original helmet to YTHHC is a longer term aspiration. The YTHHC Development Manager explained that given the specific care, conditions and curatorial practice that need to be properly established to look after/ take responsibility for such an important artefact, this would not be achievable immediately - the project/venue needs to establish itself first. This would then also be in accordance with the 15 yr agreement signed by the then YTC in circa. 2012 with SBC i.e. by/before 2027 preparation might be made for the helmet to return. In commissioning the exhibition briefed above, the idea had been to create impact / a different kind of display (e.g. using AV) given the original helmet is on display nearby, to complement this and as a contrast, placing the finding of the helmet in the context of the whole of Yarm's heritage. **Cllr Moffitt** stated that regardless of SBC investment in displaying the original helmet over the years that this was all public money and that it was important for this to be on display in Yarm, YTHHC. **Cllr Coulson** emphasised the importance of protecting the artefact and the practical issues that need to be considered for YTC to display the helmet at YTHHC and that the care of the object was the most important thing currently and that there was a great deal to be looked into prior to its presence in YTHHC. **Cllr Coulson** and **Cllr Monck** concurred with **Cllr Moffitt** that the longer term aspiration was to have the original helmet on display at YTHHC. **Cllr Monck** continued his briefing regarding the ground floor display - all of the main items will be grouped to tell a coherent story about Yarm's history with the river at the heart of this from earliest known civilization to the present day. There will be projection work and audio intertwined with the artefacts to tell this story to best possible effect. If funds/fundraising (e.g. the NLHF bid) allows, there is also a plan for a nighttime version of the display to be viewed through the windows from outside. The first floor space will be the focus for educational activity (hence the reference to requiring a second reproduction helmet for people to try on). Other exhibitions (first floor) will be developed also using the workshop feedback and the input from Friends of YTHHC. The first floor facility can also be used as a workshop space and the council office base. There's been a last minute suggestion for a time capsule to be buried under YTHHC (from one of the Friends of YTHHC) and **Cllr Monck** is organising input from Yarm School (by this Friday). **The Clerk** raised the matter that it would cost up to about £60 expenditure for a proper capsule. **Cllr Moffitt** queried what was in the time capsule given the timescale. The Clerk stated that all objects suggested by those Cllrs who had replied to the recent request would be included along with items suggested by the school and the current list was read out with a few items suggested to be added. **Cllr Monck** referenced Volunteer recruitment underway and that it is understood that SBC will help with the training. The lightning conductor will be refitted more tidily and the chimney will be restored in the appropriate style (not for use) if possible. The weather vane is due to be removed and restored. The site scaffolding will be expanded next week to include the tower in order to do this work. Some interior brick work was to be left exposed but it has been confirmed that it is not in good enough condition to do this. A manual winch is also being fitted for the flagpole.

7.4 Business Planning and Development of NLHF Bid

- **The YTHHC Development Mngr.** briefed the

meeting as to the draft business plan outline that is being developed & the NLHF bid. In short, this will cover the 'who what where, when and how YTHHC may operate. Now the ground floor exhibition format is finalised by Rosier and a further workshop session with Friends of YTHHC has taken place (to confirm themes for the first floor as well) all material is in place for the bid to be made.

7.4.1 The session with Friends of YTHHC identified the need to recruit additional people with other skills to the Friends group, create a Champions Network, identify Ambassadors and broker partnerships. An initial partnership project being to create the main central structure for the ground floor exhibition - the Wellness Centre and True Lovers Volunteers to be approached, given the range of crafts and skills that may be of interest. Other partnerships need to be established; the

approach to providing community and education workshops is 'without walls' i.e. whilst the inside of YTHHC will be used, much will need to be out and about in the town etc. e.g. walks and talks - further ideas on this are very much welcome.

7.4.2 A fundraising and sponsorship strategy will need to be part of the business plan. The project has already received a donation in kind from Alistair Powell - The Keys (all the electrical cabling required for YTHHC), hopefully freeing up some funds into the display budget - many thanks to Alistair and The Keys. The Governance body needs to be established (including Councillors and members of the Friends group). A volunteering recruitment, retention and training plan is to be developed (with support from Catalyst). A draft summary model for day to day operation has been developed including costs for potential opening hours (within the allocated budget). Joining the appropriate industry organisations / associations will be necessary so that YTHHC becomes known and supported from the appropriate networks locally, nationally & internationally (given the international context of the Yarm helmet find, the second one currently being in Norway). Tourism Strategy links will also be important e.g. Viking interest is widespread regionally and nationally. Planning for education and community engagement is part of the business plan along with staffing and safety and proper keeping of artefacts.

7.4.3 The session for Friends of YTHHC to start developing the main themes for the first floor displays looked at (e.g.) the major topics to be covered (building on the main exhibition downstairs), best and worst experiences of heritage existing heritage spaces and museums to help clarify our approach (this session can be replicated for councillors if interested). The group agreed that temporary, moveable exhibitions would be as important as any permanent text/photo displays, informing the fit out. All the remaining documents and photos will be on site and available for people to look at as not room to display all at once; anyone can ask to see these. The bad examples identified by the group were often where organisations had simply based the experience on putting an artefact on display just because they owned/had it in storage rather than the story of people/place being told. The YTHHC will be about telling the heritage stories of Yarm.

7.5 **Opportunity for Swift Conservation - YTHHC** - Cllr Monck had received a request from a local resident who is a member of the Swift Conservation Society who wanted to ensure that the Town Hall renovation included swift boxes. The contractors are going to sort out the boxes and the best location and this is included within the contract price.

8. **To receive items for information and consideration for the next agenda.** - **None currently.**

9. **To confirm the date/time of the next Weigh and Tolls Committee meeting: 7pm, 14th March 2023**

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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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