

Minutes of a Yarm Town Council EGM was held at

The Fellowship Hall (side entrance)

West Street, Yarm TS15 9BT.

Date: Thursday 27th April 2023

Time: 6pm

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

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 E.G.M. MINUTES

PRESENT:

Cllr John Coulson (Chair)

Cllr Peter Monck

Cllr Philip Addison

Cllr Barbara Wegg

Cllr Ian Carter

Cllr Robert Wegg

Cllr Chris Neil

Town Clerk/Proper Officer - J.Johnson

1.0 Notice of Meeting - it was confirmed that public notice of the meeting has been given in accordance with schedule 12, paragraph 10 (2) of the LGA 1972.

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

3.0 Apologies for Absence

3.1 Apologies were received from **Cllr Patrick Morton, Cllr Alan Moffitt** and verbal apologies were given for **Cllr Pam Smailes** at the meeting.

4.0 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

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

5.0 Items of Business

5.1 To Approve the Minutes of the Allotment Committee (dated 16th March 2023)

CLlr RWegg queried the presence of 3 representatives (potentially 4 - one had sent apologies) at the Allotments Committee. **The Clerk** confirmed that there is actually 1 representative and the others attended as members of the public (as they frequently do) whom **the Chair** had invited to speak. **The Clerk** confirmed that the minutes would make this clear.

PROPOSED: Cllr Coulson **SECONDED:** CllrNeil **AGREED**

5.2 To Note & Approve the Following Payments:

i) Insurance for Yarm Town Hall (Heritage Centre) during Build Works (£3,834.25)

Cllr Addison presented this item reminding the meeting of the various insurances needed for the Yarm Town Hall Heritage Centre whilst the refurbishment work is taking place. **The Clerk** clarified that this sum is for YTC to insure the building whilst the works take place (the works being insured separately for all three partners: Stockton Borough Council; Whartons the contractors; Yarm Town Council. **The Clerk** explained the thresholds involved re. the YTC current insurers not being able to insure the building during the works and the quotations sought by the broker for best value with the Clerk; the finalised quotation had not arrived in time for the last payments list. **Cllr Coulson and Addison** confirmed how complicated and challenging sorting the various processes and different insurances required had been; **Cllr R Wegg** requested a recorded vote.

PROPOSED: Cllr Monck **SECONDED:** Cllr Coulson

FOR: Cllr Monck; Cllr Coulson; Cllr Addison; Cllr Neil; Cllr Carter

ABSTAINING: Cllr BWegg; CllrRWegg.

AGREED.

ii) Willey Flatts Cleansing (£2,496) - Clerk / Cllr Addison

Cllr Coulson confirmed that this contract had risen in price from £1,980 up to £2,496. **The Clerk** confirmed that although this is a regular contract she felt it needed approval as the price had risen significantly. **Cllr Addison** confirmed that the contract had not seen any price rise for a number of years previously. **Cllr RWegg** requested a recorded vote.

PROPOSED: Cllr Coulson **SECONDED:** Cllr Addison

FOR: Cllr Coulson; Cllr Addison; Cllr Neil; Cllr Carter; Cllr Monck

ABSTAINING: Cllr BWegg; CllrRWegg.

AGREED.

iii) NALC (National Association of Local Councils) & CLCA Membership Renewal (£706.24)- Clerk / Cllr Addison

The Clerk briefed the meeting as to what this annual membership covered: e.g. legal advice and professional/specialist training (generally important and particularly so should a significant issue arise). The invoice had not arrived in time for the last meeting's Payments List.

PROPOSED: Cllr Addison **SECONDED:** Cllr Monck **AGREED**

5.3 To Note & Approve Update of Data Protection and Record Management Policies (DOCUMENTS REFER)

Been through with the Clerk; not updated for a significant amount of time; the Clerk has brought the policy up to date and that this is now a full and comprehensive document detailing policy and documentation requirements. The Clerk confirmed that she would add Facebook to the documentation list.

PROPOSED: Cllr Monck

SECONDED: Cllr Coulson

AGREED

Cllr Neil gave a vote of thanks to the Clerk for her comprehensive work on this. **Cllr Coulson** advised the meeting that the previous document dated 2019 was actually the same as that dated 2015 so this work now updated the policy. Similar issues were confirmed re: (e.g.) the Risk Register and Standing Orders which were comprehensively updated previously).

5.4 Close of Business - The meeting concluded at 6.16pm.