

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 9th November 2021

Time: Immediately following Weigh & Tolls Meeting
scheduled at **7.00pm**

Members of the public are invited to
attend the meeting.

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

ATTENDANCE:

Cllr John Coulson (Vice Chair)

Cllr Patrick Morton

Cllr Philip Addison

Cllr Chris Neil

Cllr Alan Moffitt

Cllr Marjorie Simpson

Cllr Peter Monck

Cllr Pam Smailes

Rate Payers' Representative: Karen Shields

Proper Officer: Juliet Johnson

Ward Councillor Andrew Sherris was in attendance.

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

1.1. Cllr. Coulson (Vice Chair) was in the Chair in Cllr. Gallafant's absence.

2. Apologies for absence

2.1 Apologies were received from Cllr Barbara Wegg and Cllr Alan Gallafant.

2.2 Apologies were received from Ward Councillor Dan Fagan

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

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 were received or requests for dispensation made.

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 Moffit **SECONDED:** Cllr Monck **AGREED**

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

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

5.0 Matters arising from the minutes of the previous Ordinary YTC meeting, 12th October 2021:

5.1 Litter Bins and Trade Waste Bins

5.1.1 **The Clerk** updated the meeting with the latest reply from SBC . In short, it is understood that they view the main problem as Central Street (Macey Browns) where the old bins have been removed and there will be new ones provided (9th /10th November) which have lockable lids. This hopefully means that only waste from the commercial premise can be put in there, thus deterring flytipping. A further clean-up of the area is also being arranged again to ensure it is presentable.

5.1.2 Further discussion ensued - it was generally felt that this did not solve all the problems potentially e.g. there remains the issue of the bins still not being located in the right place according to original planning permission. If the weight of moving them around is an issue for the businesses, they need to come up with a practical solution to this.

5.1.3 **Cllr Smailes** commented that the filthy state of the pavements around eateries / takeaways was a concern for residents, noting in particular the area around Costa as being "horrendous". Cllr Smailes continued to state that at weekends people are being sick, it's not being cleaned away and that she thought businesses would want to keep their frontages clean. Cllr Smailes called for power jet washing of the High Street areas.

Cllr Simpson commented that SBC must intervene with this issue.

5.1.4 **Karen Shields** (rate payers representative) commented that for those with pavement licenses, a clause within these should exist that requires the businesses to keep those areas clean.

5.1.5 **Cllr Morton** commented that, as regards the bins in Central Street, if the bins continue to be left in that location they will attract further dumping of rubbish. He commented that he'd also seen people urinating against bins in that area and other undesirable / unacceptable behaviour, noting that the situation attracts additional problems if it isn't resolved.

5.1.6 **Cllr Neil** commented that the trade waste bins issue was very strictly enforced in Leeds to prevent such issues occurring.

ACTION: Clerk to continue to follow up proper location of bins issue and clarity regarding the regular cleansing regime in respect of the above issues.

5.2 Dog Fouling Stencils

The meeting confirmed that some dog fouling stencils had been delivered on the pavements at each end of the High St. **Cllr Smailes** confirmed that she still had a job number issued by Stockton Borough Council (SBC) and was awaiting notice that further stenciling would be delivered. Through the Chair, **Ward Cllr Sherris** queried who was leading on this at SBC - he suggested that he would find out more and liaise with the Clerk.

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

The Clerk confirmed that the new temporary office was now available and keys obtained.

The Clerk briefed the meeting as to continued packing up of the office including artefacts that are photographs, pamphlets and prints. The professional curatorial advice had been to remove them from frames that were masking/ causing damage and pack them in proper archival envelopes / paper etc. Where necessary, digital copies would be taken for display.

Cllr Moffitt queried this advice on the basis that he thought museums displayed originals, especially of famous artworks, and that it seemed pointless storing the originals. **The Clerk** asserted that this was common practice but wouldn't apply to all items and that more information would be supplied (NB originals would still be available for viewing from proper storage but not hung in frames).

Cllr Coulson asserted that he was aware that the curatorial advice offered was from a professional and highly regarded source.

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

The Clerk confirmed that no further response had been received from SBC regarding this and that she would pursue the matter. **Ward Cllr Sherris** offered a new point of contact that might help.

Cllr Neil reported that, as regards the Leeds example of very clearly demarcated eatery areas, a key factor is that this is regularly & strictly enforced so that non-compliance is rare.

ACTION: Clerk to seek response to previous enquiry to SBC from a different source.

5.6 Standing Orders & Weigh & Tolls Ratepayers' Rep Voting Rights Issue

- Clerk

ACTION: request to be followed up with Merritts and visit to county archives in Northallerton - **Clerk**

5.7 Playing Pitch Strategy (Stockton Borough Council)

The Clerk proposed that this be carried forward to the next meeting as **Cllr Gallafant** was responding to this.

5.8 Organisational development & training - **Cllr Gallafant**

ACTION: Clerk - carried forward to a future meeting once a proposed list / schedule is available.

5.9 Cllr Smailes asked why the 'Worsall Round Roundabout Scheme' wasn't on the agenda. **The Clerk** confirmed that she was writing a brief to obtain 3 quotations (following the last meeting minute that confirmed that one of our grounds maintenance contractors had offered to submit a proposal and councillors had confirmed that they were interested in this idea). The Clerk will share the brief with councillors once written. **The Clerk** reminded councillors that this was to go out for quotations - specific names of those who might wish to quote should not be mentioned / referenced (in meetings).

6.0 Council Finances

6.1 To authorize payment of the accounts

6.1.1 (Payments List Refers) **Cllr Addison** asked that councillors approve an additional payment not on the payment list circulated: £256 for gardening / grounds maintenance services, along with the payments on the list previously circulated.

PROPOSED: **Cllr Monck** **SECONDED:** **Cllr Moffitt** **AGREED**

6.2 Income & Expenditure Report (DOCUMENT REFERS)

Cllr Addison presented an overview of the income and expenditure report, highlighting (e.g.) the cost of the by-elections at £11,775. The Clerk commented that it had taken a long while for the invoice to arrive and that a number of outsourced business invoices from SBC take a long time to arrive and when they do are 'Final Demands'. **Cllr Monck** commented that this had happened in past years.

6.3 Grants & Awards - Options: Discussion

6.3.1 **The Clerk** reminded the meeting that previously, councillors had discussed

- a) giving 'Thank Yous' to people who had helped the council or the community in some way (presentation circa £30-40, quarterly - suggestions received from the public);
- b) civic awards to charities benefiting the community quarterly or 6 monthly, totalling circa. £200- £250 ?);
- c) occasionally may wish to give grants of a larger amount to support good causes or new development proposals (e.g. most recently the defibrillator fundraiser).

6.3.2 The Clerk suggested that Councillors may wish to consider and formalise these options with some brief criteria, amounts, frequency and process for applying for or receiving awards. There was general agreement that this should be pursued.

ACTION: Clerk to draw up options and draft criteria for review re. the above list at a future meeting.

7.0 To Review and Consider the Correspondence List - ALL

7.1 The Clerk was asked to give details of 4 items on the Correspondence List:

- a) Correspondence from MRamsden - the minister at the Methodist Church requesting an introductory meeting with the Clerk regarding events.
- b) Communication from RMurrow (SBC) - this was to offer the opportunity to walk the river paths (to be arranged with A Moffitt and A Gallafant).
- c) An enquiry from a member of the public regarding asbestos removal - this was to do with the Aycliffe Buildings demolition work.
- d) response from SBC Enforcement - the Clerk will check which issue / enquiry this related to and confirm.

8.0 Adjournment and Questions From the Public

8.1 The Chair adjourned the meeting for questions from the public.

8.1.1 **Ward Cllr Sherris** gave a vote of thanks to YTC for their contribution as regards this year's Yarm Fair. He felt this all came together very well within the context of difficult circumstances.

8.1.2 **Ward Cllr Sherris** raised the issue of repeated incidents of ASB by 13, 14 & 15 year olds at Leven Park, Willey Flatts Field. He requested that YTC agenda a discussion regarding the re-introduction of CCTV and possibly lighting.

Mention was made of previous CCTV systems utilised by YTC and whether these could be applied to the situation. Cllr. Monck stated that these were a different system altogether and it was suggested during the discussion that this would now be out of date and possibly an unsupported system.

Ward Cllr Sherris informed the meeting that he was encouraging residents and members of the public to log / call in every incident of ASB they encountered / witnessed as soon as possible. He gave an example of some of the ASB - an elderly lady on Thirsk Road having eggs thrown at her doors and windows on 12 occasions.

8.1.3 **Ward Cllr Sherris** asked if YTC could adopt the planters on the wharf that were unadopted (previously believed to be part of Santoro's area. **Cllr Monck** agreed to confirm ownership with Santoro's or otherwise

ACTION: Clerk to speak with Cllr Gallafant regarding this matter on his return.

9.0 Policy and Resources:

9.1 Cemetery Report - Cllr Moffitt

9.1.1 **Cllr Coulson** briefed the group regarding noticing damp in one of the ante rooms at Yarm Chapel. **Cllr Moffitt** confirmed that he'd dealt with this (an issue arising from blocked hoppers and pipes causing water seepage).

ACTION: **Clerk** to make this part of regular maintenance checks for ground maintenance person - ensuring pipes and hoppers are not blocked.

9.1.2 **Cllr Moffitt** stated the problem with houses adjacent to the rear of the cemetery throwing garden waste over the fences into the cemetery area (or which then gets caught between the two perimeter fences). **The Clerk** confirmed that, as previously discussed, signs had been placed along the fence asking that residents not dump waste in this manner and requesting respect for the cemetery. These signs have apparently now gone.

ACTION: **Clerk** to now write to the houses whose land is adjacent to the cemetery (**Cllr Moffitt** specified the house numbers concerned) making the above request.

9.2 Allotments Report

- **Cllr Gallafant (Clerk)**

9.2.1 In Cllr Gallafant's absence, **the Clerk** reported on the collection of annual rents from the allotments. This was now approximately 85% complete. The rent collection period had coincided with a significant number of transfer requests, several relinquishing of tenancies and the subsequent subdivision of several larger vacant allotments to help more people on the waiting list achieve a plot. The rents and transfers were all now being reconciled.

9.2.2 Further encouragement to pay by digital means has taken place but it has been noted that a significant proportion of tenants still wish to pay by cash or cheque. A morning rent collection at one of the allotment sites had proved useful and sociable and there was potential to form an allotment holders' social event around this.

9.3 Yarm Chapel - Christmas Carol Service

Cllr Coulson reported that this would take place on the 16th December at 10am and was arranged with the schools. Parking would occur away from the cemetery site. **The Clerk** stated that she thought that the approach to COVID risk adopted by the Rvrd. at St Mary Magdalene for the Remembrance Day service might be useful.

ACTION: **Clerk** to forward to Cllr Coulson approach taken by the parish church to COVID risk

9.4 Floral Displays for 2022

Cllr Smailes confirmed that, as previously discussed, she was recommending red, white and blue for the High St hanging baskets (and other floral displays) as part of the Platinum Jubilee Year.

ACTION: Further discussion to be held regarding the Queen's Platinum Jubilee year celebrations.

9.5 Discussion: YTC adopting a 'Charity of the Year'

9.5.1 **Cllr Coulson** and the **Rate Payer's Rep (Karen Shields)** met with Middlesbrough and Stockton Mind. Cllr Coulson advocated that YTC adopt Mind as a partner charity for Christmas events and up to the new year, and then consider adopting Middlesbrough and Stockton Mind as charity of the year following this - he emphasised that their work specifically benefited the local area. Karen Shields gave a brief summary of how a charity of the year might work (there are a variety of options). Cllr Moffitt suggested that as regards organisational mentions/ logos being used on publicity, we

should perhaps focus on featuring the Mind logo on our Christmas publicity, rather than allowing Mind to use our logo on anything they send out (at this stage).

The meeting was supportive of working with Middlesbrough and Stockton Mind throughout the Christmas period. **The Clerk** requested clarity as to what the Charity of the Year 'ask' would be and what specifically they wanted to do in the run up to Christmas. The Clerk suggested that a list of options as to what 'Charity of The Year' would mean for YTC could be presented to the meeting so that councillors had information & could make a formal decision regarding this.

ACTIONS: **Cllr Coulson** to obtain the 'ask' from Mind; re Christmas '21;

The Clerk to draft a simple paper as regards the options for a Charity of the Year for YTC to discuss and make a formal decision

9.6 **Mayoral Chain**

Cllr Coulson commented that the existing YTC Mayoral Chain was not fit for purpose (possibly now only an artefact); Cllr Coulson felt strongly that this was apparent at the Riding of the Fair (our Mayor / Chair choosing not to wear a chain; other dignitaries did). Cllr Coulson offered to research the potential purchase of a new mayoral chain (starting from £600). **Cllrs Morton and Monck** suggested that **Cllr Coulson** brought options and images to the next council meeting.

ACTION: **Cllr Coulson** to research and bring options regarding a new mayoral chain to the next meeting.

10.0 **Planning & Environment:**

10.1 **Matters Arising: Planning Applications & Lists**

10.1.1 **Cllr. Monck** briefed as regards work that had taken place at West St Gardens that had been different to that which had been applied for.

10.1.2 **Cllr. Monck** briefed the meeting regarding the 4 day enquiry that is being held next week regarding the Theakstons Estates revamped application for a housing development (south of Green Lane). There are major concerns including significant pressures on local infrastructure, especially regarding congestion and the damage to the environmental character of the area that the developers have proposed in order to attempt to alleviate the congestion that could be caused.

10.1.3 **Cllr. Andrew Sherris** (through the Chair) requested that Cllr Monck attend the meeting regarding the planning submission for the former David Riggs butcher's premises on the High St. (23rd November).

10.2 **Latest Play Area Reports or Issues**

The Clerk briefed the meeting that she had further requested that all the outstanding medium to high risk issues at the play areas be actioned by the SBC team, including recent damage.

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

The Clerk confirmed that social media features over the next period would concentrate on Remembrance Sunday, followed by the Christmas Lights Switch-On and later, Christmas Eve Magic - walkabout entertainment and characters on 24th December.

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

12.1 None currently.

13.0 To confirm the date and time of the next YTC meeting: 7pm, 14th December 2021

14.0 Confidential Item(s)

14.1 N/A.

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)

SIGNED (Chair):DATE:

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SIGNED (Clerk):DATE:

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