

**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 13th June 2023**  
**Time: 7pm**  
Members of the public are invited to  
attend the meeting  
**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

### AGENDA

**1.0 Notice of Meeting** - to confirm 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**

**3.0 Apologies for Absence**

**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

**5.0 Confirmation of Minutes**

**To approve the minutes of the previous meetings:**

**5.1 Annual Meeting** held on Tuesday 16th May 2023 and approve their signature by the Chair of the meeting.

**5.2 Weigh and Tolls Committee** held on Tuesday 16th May 2023 and approve their signature by the Chair of the meeting.

**5.3 Yarm Town Council** held on Tuesday 16th May 2023 and approve their signature by the Chair of the meeting.

**5.4 Allotments Committee** held on Tuesday 30th May 2023 and approve their signature by the Chair of the meeting.

**6.0 Matters arising from the minutes of the previous Ordinary YTC meeting, 16th May 2023:**

**6.1 Litter Bins and Trade Waste Bins : Current Position** - Clerk

**6.2 River Walkways Partnership Project : Update** - Cllr Moffitt

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

- 6.3 Civility and Respect & Training Update - Clerk
- 6.4 Benches Refurbishment & Requests for Benches - Cllr Carter
- 6.5 Tree Survey: update re. St Mary Magdalene position - Clerk
- 6.6 Morley Carr Bowling Centre - Clerk
- 6.7 Heritage Mural: Update (inc motion for YTC to apply for Planning Permission) - Cllr Moffitt
- 6.8 Hanging Baskets: Update (following E.G.M. - 3rd June 2023) - Clerk
- 6.9 Yorkshire Day - Civic Celebration: Invitation - Clerk

(Other matters carried forward: Night Market idea - Research; St Mary Magdalene Tomb; Keeping Yarm Safe & Police Parking Space; West St Traffic Issues; parking spaces at Yarm Chapel).

## **7.0 Council Finances**

- 7.1 To authorise payment of the accounts - Payments List Refers (16th May 2023) - Cllr Addison / Clerk
- 7.2 Bank Reconciliations (DOCUMENT REFERS) - Cllr Addison / Clerk
- 7.3 Income and Expenditure Report (DOCUMENT REFERS) - Cllr Addison / Clerk
- 7.4 Update of Asset Register - Clerk / Cllr Addison
- 7.5 Annual Governance & Accountability Return (AGAR) 1st April 2022 - 31st March 2023 - Clerk  
(DOCUMENT REFERS)
  - 7.5.1 To Receive and note:
    - a) Internal Control Report
    - b) Internal Audit Report - Clerk
  - 7.5.2 Approve the Annual Governance Statement (AGAR Section 1) for '22-'23 - Clerk
  - 7.5.3 Consider and Approve the Statement of Accounts (AGAR Section 2) for '22-'23 - Clerk/Cllr Addison  
(supported by the Annual Accounts Report)
  - 7.5.4 Ensure that the following are signed by the Chair - Clerk
    - a) Statement of Accounts (AGAR)
    - b) Balance Sheet
    - c) Statement of Governance (AGAR)
  - 7.5.5 Note the requirement to inform the public of the period for the Exercise of Public Rights (15th June '23 - 26th July '23) and details regarding sections 26 and 27 of the Local Audit and Accountability Act 2014.

- 7.6 Proposed Audit Plan for 2023 - 2024 - Cllr Addison / Clerk
- 8.0 To Review and Consider the Correspondence List (DOCUMENT REFERS) - ALL**
- 9.0 Policy and Resources:**
- 9.1 Cemetery Report - Cllr B Wegg
- 9.2 Allotments Report - Cllr P Monck
- 9.2.1 Allotment Hut Usage (inc. background briefing by the Clerk)
- 9.2.2 Gate from the Allotments to The Spital - Cllr Smailes
- 9.2.3 Resolution to change Allotment Rules: Requirement for all Allotment Holders to have Third Party Insurance - Cllr Moffitt
- 9.3 Staffing Committee: staff appraisal and next steps - Cllr Monck
- 9.4 To approve the final £5k (to the £100k Town Hall Refurbishment) - Cllr Addison
- 9.5 Council Response: Removal of Bus Services (7, 7a and 17) - Cllr Blair
- 9.6 Kissing Gate at Worsall Rd. Allotments - Accessibility - Cllr Hardy
- 9.7 Amendment to Standing Orders: placing of 'Adjournment & Questions from the Public' (to after Planning & Environment Item) - Cllr Moffitt
- 9.8 Background Briefing & Resolution for all Councillors to sign-up to the Civility & Respect Agenda - Cllr Moffitt
- 9.9 To consider a request from Yarm Angling Club for sponsorship / a grant - Cllr Monck
- 10.0 Planning & Environment:**
- 10.1 Matters Arising: Planning Applications & Lists - Cllr Monck / Clerk
- 10.2 Latest Play Area Reports & Issues: Update and Repairs Arrangements - Clerk
- 11.0 Adjournment and Questions From the Public**
- 12.0 To agree any content for the YTC website and requests for Facebook features**
- 12.1 Feedback on items to date & proposed new items - Clerk / ALL
- 13.0 To receive items for information and consideration for the next agenda - ALL**
- 14.0 To confirm the date and time of the next YTC meeting: 7pm, 11h July 2023**

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

**Proposal to exclude the press and public in order to consider the item of business (as at 15.1) in the context of The Public Bodies (Admission to Meetings) Act 1960 Sec. 1 (2).**

**15. Confidential Items**

**15.1 Context and concerns regarding a series of FOI requests**

- background, content of requests and responses

- **Cllrs. Monck, Coulson, Moffitt, Smailes**

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.