



Minutes of a meeting of Yarm Town Council
 held at
 Challoner House, Challoner Road, Yarm TS15 9DS
on Tuesday 10th March 2026 at 7pm
 Members of the public were invited to
 attend the meeting.

Yarm Town Council
 Town Hall
 High Street
 Yarm
 TS15 9AH

Yarm Town Council Ordinary meeting minutes

<p>ITEM 1 2026/58</p>	<p>Notice of Meeting</p> <p>It was confirmed that public notice of the meeting was given in accordance with schedule 12, paragraph 10 (2) of the LGA 1972.</p>
<p>ITEM 2 2026/59</p>	<p>Recording of Meeting</p> <p>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.</p> <p>Cllr Yvonne Pybus stated that this meeting was being visually recorded via the building CCTV</p> <p>No objections were raised</p> <p>This legislation does state that we can now ask if there are any persons intending to record this meeting and therefore, we would ask that they please declare this intention before we proceed.</p> <p>No admissions of recording taking place were received.</p>



<p>ITEM 3 2026/60</p>	<p>Public attendance:</p> <p>With the exception of any item identified 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</p> <p>6 members of the public were in attendance.</p>
<p>2026/61</p>	<p>To appoint a Chair in the absence of the Chair or Chair of Finance and Governance.</p> <ul style="list-style-type: none"> • Chair and Chair of finance were both in attendance.
<p>2026/62</p>	<p>IN ATTENDANCE:</p> <p>Councillor Marje Blair Councillor Elaine Dodds Councillor Stephen Dodds Councillor Malcolm Palmer Councillor Yvonne Pybus Councillor Jake Taylor (Chair) Councillor Yvonne Wallace (Vice chair) Borough Councillor John Coulson</p> <p>Pamela Danks minute taker</p> <p>Members’ apologies received Borough Councillor Andrew Sherris. Councillor Hazel Best Councillor Stephen Nealon Councillor Christopher Neil Councillor Aiden Pybus</p> <p>Members absent</p> <p>IT WAS RESOLVED: To accept all the apologies received for Councillors non attendance</p> <p>Councillors are reminded that notification of non-attendance at a Council meeting needs to be directly to the Clerk before the meeting commences.</p>



<p>2026/63</p>	<p>Code of Conduct Declaration of Interest Dispensation</p> <ul style="list-style-type: none"> No declarations of interest from members of any item were discussed.
<p>2026/64</p>	<p>To approve signature of minutes previous meetings:</p> <ul style="list-style-type: none"> Ordinary meeting – Tuesday 10th February 2026. Proposed: Cllr Malcolm Palmer Seconded: Cllr Stephen Dodds <p>IT WAS RESOLVED: That these minutes were a true and accurate record, but one manual amendment was required with a name change between Cllr Stephen & Cllr Elaine Dodds</p> <p>The minutes were duly signed on each page and dated by the Chairman to confirm that these minutes were a true and accurate record of the meeting held.</p>
<p>2026/65</p>	<p>Police Community Support Officer(s)</p> <ul style="list-style-type: none"> PCSO's were not in attendance
<p>2026/66</p>	<p>Items carried forward from previous meeting:</p> <ul style="list-style-type: none"> QUOTE 2025/22: Review quotes stairlift. Cllr Stephen. Dodds IT WAS RESOLVED: That due to the substantial costs involved in this, that it should be stalled and await the next financial year to allow for it to be budgeted. The upstairs area of the Town Hall will therefore remain inaccessible to anyone with disabilities. <p>Cllr Stephen Dodds to ascertain if an access statement was created by Stockton Borough Council when the refurbishment took place.</p> <ul style="list-style-type: none"> QUOTE 2025/23: Review quotes - Town Clerk office area privacy & security screening. Cllr Stehen Dodds IT WAS RESOLVED: That this should be closed as it would create a room within a room and was not a viable spend of public monies. QUOTE 2025/24: Review quotes - Meeting table & chairs for upstairs floor. Cllr Yvonne. Wallace IT WAS RESOLVED: That the quote from IOS should be accepted and the items purchased and installed. Cllr Yvonne Wallace to arrange QUOTE 2025/33: Review quotes – Access control system. Cllr Stephen Dodds. No quotes available, this should be deferred to meeting 24th March



2026/66

- QUOTE 2026/2: Review quotes – Allotment shed roof analysis and removal. Cllr Yvonne Pybus & Stephen Dodds
Cllr Jake Taylor to contact the business who provided original quote
- QUOTE 2026/3: Review quotes- Memorial wall in Yarm cemetery. Cllr. Hazel.Best.
This is to be deferred to meeting 24th March
- Update on QUOTE 2025/36: Change of names on Fellowship lease document. Cllr Jake Taylor
This is to be deferred to meeting 24th March
- UPDATE: Seating benches & planters. Review plan. Cllr Hazel.Best
- UPDATE: Cemetery parking bays. Review plan. Cllr Hazel.Best
This is to be deferred to meeting 24th March

Policies & TORs to be ratified

Cemetery rules & regulations.

IT WAS RESOLVED: That this document required no further changes and should be adopted fully.

Terms of Reference - Finance & Governance.

IT WAS RESOLVED: That this document required no further changes and should be adopted fully.

Data Protection Policy.

IT WAS RESOLVED: That this document required no further changes and should be adopted fully.

Recruitment Policy.

IT WAS RESOLVED: That this document required no further changes and should be adopted fully.

Councillor Expenses Policy

IT WAS RESOLVED: That this document required no further changes and should be adopted fully.

Rate payers representative policy.

IT WAS RESOLVED: That this document required no further changes and should be adopted fully.



<p>2026/66</p>	<p>FOR DECISION: Creation of a Council Community support committee. Cllr Jake Taylor Proposed: Cllr Jake Taylor Seconded: Cllr Yvonne Wallace</p> <p>IT WAS RESOLVED: That this is of value to the community and should be adopted with willing volunteers for this committee welcomed. Volunteers: Cllr Marje Blair, Cllr Jake Taylor, Cllr Yvonne Wallace, Cllr Yvonne Pybus.</p> <p>A Terms of reference and policy document will need to be drawn and ratified, and any community star awards funding to be drawn from community grant budget. Cllr Yvonne Pybus stated that a community fundraiser was taking place at Challoner House on 4th April. Cllr Yvonne Wallace to get this added to social media to publicise the event.</p>
<p>2026/67</p>	<p>Council Finances Cllr Malcolm Palmer/ Cllr Elaine Dodds/ Cllr Jake Taylor/ Cllr Yvonne Wallace.</p> <p>The print out of the Bank statement, SAGE report and CCLA investment statement for the month February was provided showing all transactions and balances.</p> <p>Proposed: Cllr Jake Taylor Seconded: Cllr Yvonne Wallace</p> <p>IT WAS RESOLVED: The printed documents should be signed on each page and dated by the Chairman to confirm that the documents are a true and accurate record.</p> <p>Large invoices paid in February. Cllr Malcolm Palmer</p> <ul style="list-style-type: none"> • Event Management paid £2,760 • NALC membership £823 paid. • British gas electricity sent two months on one invoice £511 • Social media £1020 • Yarm funrun had submitted two invoices. One for the medals last year and a further invoice for this year’s medals. Both will be paid. <p>1. FOR DECISION: Reinstate Town Hall landline, no invoices can be found showing anything was paid for this facility in2025.</p> <p>IT WAS RESOLVED: This should not be reinstated and the Town Clerk should use the mobile phone only</p>



<p>2026/67</p>	<p>2. FOR DECISION: Quote 2026/4 for filling of hanging baskets.</p> <p>Proposed: Cllr Jake Taylor Seconded: Cllr Malcolm Palmer</p> <p>IT WAS RESOLVED: To bypass normal policy for obtaining 3 quotes and to accept the single quote from PCP / Shaw trust for the filling of 60 baskets for £18 per basket. It was noted that 68 baskets were purchased but only 60 baskets taken down at the end of last summer and 8 baskets have gone missing, location unknown.</p> <p>3. FOR DECISION: Contribution towards water for hanging baskets 20274/ 2025 summer season. £500 suggested by Cllr Yvonne Pybus & Cllr Marje Blair</p> <p>This was discussed and Cllr Malcolm Palmer had a conversation with the business that provided the water during the past few years and they have stated they need no reimbursement.</p> <p>IT WAS RESOLVED: To make this business the first winner of the month community star awards and invite them to the Town Hall for a reception and recognition for their contributions.</p> <ul style="list-style-type: none">• Also to investigate the possibility of installing an outside tap to the Town Hall.• Cllr Jake Taylor advises that the water can be drawn from the outside tap of the Keys public house this season.
<p>2026/67</p>	<p>4. FOR DECISION: Town Clerk mobile phone contract renewal. Quote 2026/10 This was discussed at length. IT WAS RESOLVED: The current mobile provider contract is value for money and should be kept. The old mobile phone cannot be unlocked and should be traded in against a newer model for the new Town Clerk and the new handset purchased outright without adding a new handset the existing contract.</p> <p>5. FOR DECISION: Town Clerk working area facilities. QUOTE 2026/14 This was discussed at length. IT WAS RESOLVED: That everything required to provide comfort for the new Town Clerk and office area upstairs should be purchased without delay. Cllr Elaine Dodds to facilitate</p> <p>6. FOR DECISION: Purchase of four fire extinguishers. QUOTE 2026/15 Decision to be deferred to allow for quotes to be sourced.</p>



<p>2026/68</p>	<p>Planning & Environment: Cllr Stephen Dodds/ Cllr Stephen Nealon</p> <ul style="list-style-type: none">• Planning applications received were mostly domestic with nothing requiring objections.• Housing plans for 600 homes by Taylor Wimpey was rejected, now awaiting appeals being submitted. Cllr John Coulson advises that due to poor electricity supply in that area of the town which needs to be upgraded, any builds will be delayed for 2/3 years.• True lovers walk waste bins installation, the location required has been sent to SBC• High Street improvement plans consultations completed. Cllr John Coulson advised that they are working with SBC on what they thought Yarm would like to use these funds for instead of the High Street changes. Renewal of the pontoons, replaced waste bins, repair cobbled areas and pavements. Add motorbike parking area and re-line roads and parking spaces. Ask if the Yarm Council will add their support to this with their suggestions for other areas of spend added to this presentation. <p>IT WAS RESOLVED: That the Councillors would initially support this proposal and would like to view the full outline of the proposal discussed but will require input in the types of planters in benches etc to ensure they are within keeping with the age of the High Street along with the ability to advise of other recommendations for the full use of the levelling up fund monies to ensure that the money is spent in Yarm.</p> <ul style="list-style-type: none">• QUOTE. 2026/5 Hanging basket watering: Cllr Stephen Dodds. No quotes received. Cllr Jake Taylor advises True Lovers walk volunteers can't do it. Cllr John Coulson advised to enquire at the prison re day release ability to do this. Will need to pay. Cllr Jake Taylor & Cllr Yvonne Wallace speak to prison Governor.• QUOTE 2026/8. Snaiths field - Memorial plaques – removal/ replacement. Cllr Stephen Dodds to arrange their removal and to be replaced with one single memorial plaque on stake to replace them at the foot of the tree in the garden. This is in line with the request from the family who donated the field to Yarm.
<p>2026/69</p>	<p>Adjournment - Questions From the Public</p> <ul style="list-style-type: none">• No questions were raised to the Council members.



2026/70	Other items for information and consideration. <ul style="list-style-type: none">•
2026/71	To confirm the date, time and location of the next YTC meeting: <ul style="list-style-type: none">• Extraordinary meeting on Tuesday 24th March 7pm, Challoner House, Challoner Road, Yarm TS15 9DS• Next ordinary meeting Tuesday 14th April 7pm, Challoner House, Challoner Road, Yarm TS15 9DS