



Minutes of a meeting of Yarm Town Council
 held at
 Challoner House, Challoner Road, Yarm TS15 9DS
on Tuesday 10th February 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 2026/26</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 2026/27</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>

SIGNED AS AN ACCURATE RECORD OF THE MEETING HELD..........DATE OF SIGNATURE.....10/03/26



<p>ITEM 3 2026/28</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>2 members of the public were in attendance.</p>
<p>2026/17</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>2026/18</p>	<p>IN ATTENDANCE:</p> <p>Councillor Hazel Best Councillor Marje Blair Councillor Elaine Dodds Councillor Stephen Dodds Councillor Stephen Nealon Councillor Christopher Neil Councillor Malcolm Palmer Councillor Yvonne Pybus Councillor Jake Taylor (Chair) Councillor Yvonne Wallace (Vice chair) Borough Councillor John Coulson (Arrived after meeting commenced)</p> <p>Pamela Danks minute taker</p> <p>Members’ apologies received Borough Councillor Andrew Sherris.</p> <p>Members absent Councillor Aiden Pybus</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>2026/19</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.

SIGNED AS AN ACCURATE RECORD OF THE MEETING HELD  DATE OF SIGNATURE 10/03/26



2026/20	<p>To approve signature of minutes previous meetings:</p> <ul style="list-style-type: none">• Precept meeting – Tuesday 6th January 2026 Proposed: Cllr Stephen Dodds Seconded: Cllr Yvonne Wallace• Ordinary meeting – Tuesday 13th January 2026. Proposed: Cllr Stephen Dodds Seconded: Cllr Yvonne Wallace <p>IT WAS DECIDED: These documents were 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>
2026/21	<p>Police Community Support Officer(s)</p> <ul style="list-style-type: none">• PCSO's were in attendance to inform the meeting that new full time PCSO for Yarm has been appointed and will be at the next meeting.
2026/22	<p>Council Finances Cllr Malcolm Palmer/ Cllr Elaine Dodds/ Cllr Jake Taylor/ Cllr Yvonne Wallace.</p> <p>The print out of the Bank statement for the month of January 1st to 31st showing all monies paid and monies received were reviewed.</p> <p>IT WAS DECIDED: This document could be signed on each page and dated by the Chairman to confirm that this bank statement was a true and accurate record.</p> <p>Large invoices paid in January:</p> <ul style="list-style-type: none">• Event Management 6.5k for 2025 events.• EDF energy £3.3k. This was an energy invoice from the period after the Yarm Town Hall refurbishment which hadn't been paid by previous Council and included late payment and recovery fees.• Grant paid to the CPAD organisation for Yarm defibrillators £3k• Grant paid to Yarm Wellness centre £1.5k• Civic Chain replacement £7.2k <p>Forecast for end of March is that the bank will have approximately £43k in reserves.</p>



1. CCLA statement. No update documents have been received since January, this statement was seen and reviewed.
2. SAGE input is underway and reports should be available from end of February. Rialtos has been checked and there were only 4 weeks of accounts entered for this financial year, so the change to SAGE has not had multiple months of dual entry. There are some transactions found which have no paperwork received but all attempts to obtain copies are being made in readiness for end of FY.
3. SAGE will generate invoices for the burial plots for funeral directors when required. It was agreed that the plot number being charged would become the invoice number when generated.

FOR DECISION: QUOTE 2025/33: Town Hall WIFI contract renewal

Virgin media have offered a 24-month 25% discount reducing monthly cost to £56.40 and giving an annual saving of £187.20

- Proposed – Cllr Jake Taylor
- Seconded – Cllr Stephen Nealon

IT WAS DECIDED: To accept this offer and keep WIFI with Virgin for this 24-month period.

FOR DECISION: Community Grant Application – James Mills, Zebby Digital requesting £1200. This request was withdrawn by the company and does not require further discussion.

Chair Jake Taylor has ensured that £120 monies for the SBC Mayors Ball tickets have been refunded to the YTC bank account.

Councillor Elaine Dodds to investigate the previous company who provided the telephone landline for the Town Hall so it can be reactivated.

Finance have asked all Councillors to keep them aware of any impending payments which may be received or monies which will need to be paid via email.



2026/23	<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.• Shopfront application for retrospective planning permission for 53 High St has been re-objected to as they are not in keeping with the rest of the High St.• High Street improvement plans consultations completed, SBC haven't provided any dates for when we will get any updates• New housing scoping application seen for 1800 houses on land NIFCO• Neighborhood plan has been drafted and will continue to be worked on for presentation in approx. 18 months.• Saving Yarm Petition Cllr Yvonne Wallace. Council hearing was held on 21st January at 6pm for presentation of our objections. Awaiting results• Yarm flood gate install & maintenance is underway and should be completed by end of this month• Service level agreements- Nothing to update as still collating• Snaiths field: Play area renovation– Meeting with SBC to discuss the snag list completed later this month• Yarm High Street Hanging Baskets – purchase & watering – Cllr Jake Taylor. Shaw Trust unable to give quote for filling this year. This was discussed but any decisions deferred to next meeting. It was noted that 68 baskets were purchased but only 60 baskets were taken down at the end of summer 2025. Costs for watering last season were £3.5k alone without the purchase and filling. Bowser for watering which was purchased isn't robust enough. Former bowser has been stolen. <p>FOR DECISION QUOTE 2025/12: Grass cutting for 2026/27. 3 quotes received and reviewed.</p> <ul style="list-style-type: none">• Proposed – Cllr Jake Taylor• Seconded – Cllr Malcolm Palmer <p>Decision to accept quote number 3 was reached.</p> <p>FOR DECISION: QUOTE: 2025/34 Metal bench re wording £140 + VAT</p> <ul style="list-style-type: none">• Proposed – Cllr Jake Taylor• Seconded – Cllr Yvonne Wallace <p>Decision to accept quote for the amount shown and works to be completed asap</p> <p>FOR DECISION: QUOTE: 2026/1. Willey flats field replacement gates</p> <ul style="list-style-type: none">• Proposed – Cllr Steve Dodds• Seconded – Cllr Malcolm Palmer <p>Decision to accept quote number 1 and works to be completed asap</p>
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	<p>FOR DECISION: Memorial bench installation on Snaiths field. A memorial bench can be installed with prior agreement on type of bench, any wording and type of fixing and placing within the field to be agreed prior to any works. Nothing on email re any funding so this wasn't discussed</p> <p>UPDATE: Yarm river pontoons. Borough Council member John Coulson updated that this is ongoing and he is fully behind these not being removed but repaired or replaced. SBC Leader Lisa Evans wants the Pontoons replaced and she will continue with her recommendation.</p> <p>UPDATE: West Street riverside path gabions installation request. Borough Council member John Coulson advises that the riverbank which requires these gabions is the property of the householders who own the houses on the other side of the footpath. Only the footpath belongs to SBC so the likelihood of an agreement is nil and this should be removed from future agendas.</p> <p>Cllr Jake Taylor: Works on area's of the town have been agreed with the Community payback project. They will provide all the manpower and the Council provide the equipment and materials. They are going to repaint the fencing around Fellowship hall and if there are other things Councillors think they can do they should advise. This can only be non residential properties.</p>
2026/24	<p>Yarm Allotments: Cllr Yvonne Pybus/ Cllr Hazel Best/ Cllr Marje Blair/ Cllr Christopher Neil</p> <ul style="list-style-type: none">• Warnings required. Cllr Jake Taylor asks that committee members speak to the allotment holders directly before sending out warning letters to ascertain background into reasons for plots being in disarray.• Waiting list consists of 2 applicants• Another large skip is required to remove piles of old carpet dumped onto one of the allotments as it cant be burned. Finance committee to arrange and pay.• Roof of brick shed on allotments, suspected asbestos and needs removing. One quote provided £2,340 but no testing results proving it was asbestos. Cllr Ste Dodds to arrange for testing and 2 further quotes for its removal• Pre payments for plots 2026/27 being received including some paying via the payment plan option. Cllr E. Dodds to write to allotment holders advising that we will hold the monies in lieu of next year and confirm dates for payment plans.• UPDATE: QUOTE 2025/13 Barrier bollard replacement – Review any quotes obtained (Cllr Stephen Dodds speaking to SBC) Cllr Yvonne Pybus has asked Paul



	<p>Blowman if he can price up for creating a gate to be installed instead. Cllr S.Dodds to try to get something from SBC before next meeting.</p> <ul style="list-style-type: none"> • UPDATE: QUOTE 2025/14: Allotment lighting, CCTV cameras – No quotes sourced or discussed • UPDATE: QUOTE 2025/35 Cage around allotment tap – No quotes sourced or discussed. • Tap locks have been purchased to stop allotment holders leaving taps on. Receipt to be given to finance.
<p>2026/25</p>	<p>Yarm Cemetery & Chapel – Cllr Hazel Best/ Cllr Marje Blair/ Cllr Christopher Neil/ Cllr Aiden Pybus/ Councillor Yvonne Pybus</p> <ol style="list-style-type: none"> 1. UPDATE: Chapel roof – Repairs completed but electricity is now off leaving no lighting or heating inside. Cllr Ste Dodds to investigate. 2. UPDATE: Seating benches & planters donated by Addison hire. Location for siting of all items to be discussed at next meeting. Allotments feel the benches could be used as planters on raised bed plots. Would need to arrange delivery to correct plot location as cant be moved when in place. 3. UPDATE: Cemetery parking bays – Locations and plan to be reviewed March meeting. 4. QUOTE 2025/15: Memorial Pet Garden. Not discussed. Suggestion that Community payback could assist in this area 5. QUOTE 2025/19. St Mary Magdelene Churchyard. Tomb restoration. Diocese want letter confirming YTC will cover costs of restoration. Cllr E Dodds to draft letter and send. 6. QUOTE 2025/20: Yarm cemetery gates repairs. <ul style="list-style-type: none"> • Proposed: Cllr Jake Taylor • Seconded: Cllr Yvonne Wallace <p>Quotes were discussed and decision reached to accept quote number 2.</p> 7. QUOTE number 2026/3: Memorial plaque wall. Plans for the breeze block wall to be discussed at next meeting. Consideration of using the seating benches donated to be used instead and memorial plaques then fixed to the sides instead.
<p>2026/26</p>	<p>Leisure & Culture: Cllr Stephen Nealon/ Cllr Elaine Dodds/ Cllr Stephen Dodds/ Cllr Aiden Pybus/ Cllr Yvonne Wallace.</p>



	<ol style="list-style-type: none"> 1. Yarm fair date 15th to 17th October. 2. Remembrance Sunday 8th November. Liaising with veterans and RBL re service. 3. Propose to read names on 11th November will liaise with RBL and update at next meeting. Planning to join with RBL to enhance event. Trying to get bugler and some sound system 4. Date for Christmas light switch on is 29th November. Brass band confirmed. Tree will be up but the lights on bridge may not be on but will do best to get SBC to do them earlier. Cllr S.Nealon & Cllr S.Dodds have meeting with SBC to discuss props which may be available for event. 12 Craft market stalls also being considered for this event. Size of stage may be increased and other forms of entertainment being investigated. Will also be able to publicize more via SBC magazines etc 5. Yarm Gala proposal. Cllr M.Blair/ Cllr Y.Pybus. this was arranged and held on the land outside Challoner House with the permission of Thirteen. The building was also used during the evening to host another part of same event. This will be discussed again in March. <p>FOR DECISION: Request from MoP via email to cancel Yarm Fair or to reimburse for them moving into different accommodation during the fair.</p> <p>All those Councillors present were unanimous in declining this request. The fair is an important part of Yarm's history and heritage. We cannot decline for travellers to attend this event by law. If the fair was to move, the travellers would still come. Chair to write to the person making the request.</p>
2026/27	<p>Yarm Town Hall & Heritage centre: Cllr Stephen Nealon / Cllr Aiden Pybus/ Cllr Yvonne Pybus/ Cllr Jake Taylor/ Cllr Malcolm Palmer</p> <ol style="list-style-type: none"> 1. Anonymous letter received reference the volunteers, still unable to respond until as person not engaging with attempts to get contact details. Previous lead of volunteers also not responding to requests for meetings. Meeting with another volunteer arranged and will try to get insight into how it was ran previously. 2. Cllr Yvonne Wallace has collated a list of willing volunteers for the centre when it reopens. Volunteer policy has been drafted and formal agreements will be signed by each volunteer when appointed. Rota's for cover will be controlled by the committee. 3. FOR DECISION: Offer of training new volunteers received from former volunteer. <ul style="list-style-type: none"> • Proposed: Cllr Jake Taylor



	<ul style="list-style-type: none">• Seconded: Cllr Yvonne Wallace. <p>The decision was reached unanimously to kindly decline this offer of training as the Council wish to refresh and revitalise for the future.</p> <p>4. QUOTE 2026/7. Former Civic Chains. Cllr Yvonne Wallace would like to use only the pendant from these chains and have it attached to a new ribbon with the wording of the pendant changed to Yarm Town Council only. This can then be worn by any Vice Chair or the Chair's partner in future. The remainder of the items on the old chain to be framed and kept for future viewing. Costs likely to be £100 maximum.</p> <p>5. Cleaner for Town Hall. Agency has a candidate who is employed at the Keys but is available to do other work via the agency at the rate agreed at previous meetings. Cllr Jake Taylor proposes we use this candidate as they are extremely hard working and trustworthy. Cllr Elaine Dodds to contact agency and agree for deep clean and once weekly. Then regular daily cleans when building reopens. Cleaning products and Hoover are at Challoner House.</p> <ul style="list-style-type: none">• QUOTE 2025/22: Review quotes – NOT DISCUSSED• QUOTE 2025/23: Review quotes – NOT DISCUSSED• QUOTE 2025/24: Review quotes – NOT DISCUSSED
2026/28	<p>Yarm Fellowship Hall. Cllr Jake Taylor/ Cllr Marje Blair/ Cllr Elaine Dodds/ Cllr Christopher Neil/ Cllr Yvonne Pybus</p> <ul style="list-style-type: none">• Meeting had overran and this section wasn't discussed
2026/29	<p>Yarm Bowling Club Cllr Stephen Nealon</p> <ul style="list-style-type: none">• Meeting had overran and this section wasn't discussed
2026/30	<p>Yarm Town Council – Policy & Document reviews/ agreements</p> <p>Meeting had overran and this section wasn't discussed</p>
2026/31	<p>Rate Payers representative questions.</p>

10/03/20



	<ul style="list-style-type: none">No representative in place, awaiting applications. Post is live on social media platforms to try to gain applications.
2026/32	<p>Adjournment - Questions From the Public</p> <p>1. Can the Council reconsider not reading of the names as my family have a name on the cenotaph and we like to hear it being read. Plans are to maybe read names on the 11th November.</p>
2026/33	<p>Other items for information and consideration.</p> <ul style="list-style-type: none">Snaiths field memorial plaques. Cllr Jake Taylor MoP has raised concerns that they are very untidy and the wooden plaques have deteriorated. DECISION was reached to remove the plaques while their refurbishment and replacement is discussed further. Councillors want to contact the descendants of Robert Clapham who gifted the land to ascertain their wishes.True lovers walk sign. Cllr Stephen Dodds Currently attached to gable end of a house but needs replacing. SBC propose adding to post nearby same property. £250 + VAT<ul style="list-style-type: none">Proposed: Cllr Jake TaylorSeconded: Cllr Malcolm PalmerDecision was reached to allow SBC to complete these works asap.Allotment toilet door is warped and needs replacing. Cllr Y. Pybus has asked Paul Honeyman if he can replace with something he has taken out from one of his jobs. Update for the next meetingAllotment tap is still leaking and needs replacing along with a new manhole cover being installed. Cllr Y. Pybus to contact Northumbrian water.Borough Councillor John Coulson asks to consider joint funding of some additional Christmas lighting on Spital as only one side of the entrance to town via the bridge has any lighting. Cllr Coulson to get some costs and it can be reviewed at next meeting. QUOTE 2026/6



2026/34	To confirm the date, time and location of the next YTC meeting: <ul style="list-style-type: none">• Tuesday 10th March 7pm, Challoner House, Challoner Road, Yarm TS15 9DS
2026/35	Motion to move to a closed session @ 20:30. As per Schedule 12A of the Local Government Act 1972. Due to confidential information being discussed which must only be heard by Council members & minute taker. As this was a highly confidential verbal update requiring no decisions, no minutes were recorded.

