



Yarm Town Council
 Yarm Town Hall & Heritage centre
 High Street
 Yarm
 TS15 9AH

NOTICE OF MEETING

You are hereby summoned to a meeting of Yarm Town Council to be held at
 Yarm Methodist Chapel, Chapel Yard, Yarm TS15 9AJ
 Date: Tuesday, 9th December 2025 @ 7.00pm
 Members of the public are invited to attend this meeting.

YARM TOWN COUNCIL ORDINARY MEETING AGENDA

1.	<p>Notice of Meeting:</p> <p>To confirm public notice of the meeting has been given in accordance with schedule 12, paragraph 10 (2) of the LGA 1972. With the exception of any item identified in this document 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>
2.	<p>Recording of this 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; We need to ask everyone present, if there are any objections to this meeting being filmed, recorded or photographed.</p>
3.	<p>Council meeting interruptions:</p> <p>Members of public are reminded that they cannot interrupt this meeting. Please keep any questions for the Council to try to answer until the agenda section dedicated. Members of the public are also invited to submit questions to the rate payers representative Karen Shields who can speak on their behalf in their separate section. This then is giving members of the public two sections of this agenda where questions can be asked.</p>
4.	<p>To appoint a Chairman in the absence of the Chair and/or Vice Chair</p> <ul style="list-style-type: none"> •



5.	<p>Apologies for Absence:</p> <ul style="list-style-type: none"> • Members in attendance • Members' apologies received • Members absent
6.	<p>Code of Conduct Declaration of Interest Dispensation</p> <ul style="list-style-type: none"> • To record declarations of interest from members of any item to be discussed • To consider, vote upon and record any requests for dispensation
7.	<p>To approve signature of minutes previous meetings:</p> <ul style="list-style-type: none"> • Ordinary meeting – Tuesday 11th November 2025. Minutes taken by Cllr Stephen Dodds
8.	<p>Police Community Support Officer PCSO needs to leave before 8pm.</p> <ul style="list-style-type: none"> • Update
9.	<p>Council Finances Cllr Malcolm Palmer/ Cllr Elaine Dodds/ Cllr Jake Taylor/ Cllr Yvonne Wallace.</p> <ol style="list-style-type: none"> 1. Statement of accounts 2. CCLA investment statement update 3. Update on preparation of forecast for income & expenditure for 2026/27 4. Utility providers contract periods. Review of eligible contracts – Any update 5. FOR INFORMATION: Solicitor invoices to date. £2910.00. TH lease, Fellowship, appeal & IT advice 6. QUOTE 2025/3: Internal auditor of accounts – Only one company found 7. FOR DECISION: Replacement desktop computer & laptop– Review any quotations 8. FOR DECISION: Tickets for Stockton Mayors Charity ball 13.02.26 for Chair & Vice Chair. 9. FOR DECISION: Community grant application. Yarm Wellness Centre. 10. FOR DECISION: Community grant application: Ingleby Barwick CPAD fund. 11. FOR DECISION: Community grant awarded to Allotment holders by previous Chair for £499. £150 invoice received, balance £349. 12. FOR DECISION: Monthly Community Champion award. Proposed by Cllr Jake Taylor.



10.	<p>Planning & Environment: Cllr Stephen Dodds/ Cllr Stephen Nealon</p> <ul style="list-style-type: none"> • Planning Applications & Lists update • High Street renovation– Any update • Housing estate plans– Any update • Saving Yarm petition – Any update (Cllr Yvonne Wallace) • Christmas lights installation of new power source on bridge side of Town Hall. • QUOTE 2025/12: Grass cutting and maintenance. Review quotes for next FY. <p><u>Snaihs field:</u></p> <ul style="list-style-type: none"> • Play area renovation– Any update • CCTV installation– Any update • Service level agreements- Any updates on findings • Metal bench. Review quotes for remedial works on wording. <p>QUOTE 2025/27: Waste bins, move 1 bin and costs for emptying all bins by SBC. FOR DECISION</p> <p><u>True Lovers Walk</u></p> <ul style="list-style-type: none"> • QUOTE 2025/28: additional bin installation and then 3 x weekly emptying of bins on True Lovers walk by SBC – FOR DECISION • Yarm river pontoons – Any update from Borough Council members. • West Street riverside path. MoP asked if gabions could be installed to halt riverbank erosion. Any update.
11.	<p>Yarm Allotments: Cllr Yvonne Pybus/ Cllr Hazel Best/ Cllr Marje Blair/ Cllr Christopher Neil</p> <p>UPDATE: 6 x Annual payments still not received for 2025/26 UPDATE: any further warnings needing to be issued/ evictions to be considered UPDATE: Plots needing clearing UPDATE: Waiting list applicants</p> <ul style="list-style-type: none"> • FOR DECISION: Rate to be levied for 2026/27 – Need to write to all allotment holders. • FOR DECISION: Implement initial security payment of £100 to cover any costs when plot handed back. • Amendments to rules & regulations document are underway. Updated document will be ready for January full Council meeting. • QUOTE 2025/13 Barrier bollard replacement – Review any quotes obtained • QUOTE 2025/14: Allotment lighting, CCTV cameras– Review quotes obtained • Skip requirement. Update on any further requirement



12.	<p>Yarm Cemetery & Chapel – Cllr Hazel Best/ Cllr Marje Blair/ Cllr Christopher Neil/ Cllr Aiden Pybus/ Councillor Yvonne Pybus</p> <ul style="list-style-type: none"> • QUOTE 2025/15: Memorial Pet Garden. Review any plans or quotes. • QUOTE 2025/18. 2 x conifers in cemetery needing to be removed. Review quotes. • QUOTE 2025/19. St Mary Magdelene Churchyard. Tomb restoration. Review any plans or quotes. • QUOTE 2025/20: Yarm cemetery gates repairs. Review quotes • QUOTE 2025/30: Chapel roof – Repairs needed. Awaiting quotes, some basic works had to be completed due to emergency. • Seating benches being funded by member of public and The Keys- Any updates. • Memorial sheets of internments. Monthly update displayed in Chapel <ul style="list-style-type: none"> • For information: Christmas tree festival inside Chapel - 17th to 21st December. <ul style="list-style-type: none"> • FOR DECISION: Allow increase use of Chapel fee to £200 • FOR DECISION: Allow fees for wedge plaques to be size dependent • FOR DECISION: Allow pre-purchase of internment plots. • Cemetery parking bays
13.	<p>Leisure & Culture: Cllr Stephen Nealon/ Cllr Elaine Dodds/ Cllr Stephen Dodds/ Cllr Aiden Pybus/ Cllr Yvonne Wallace</p> <ul style="list-style-type: none"> • Christmas lights switch on debrief. • QUOTE 2025/31: Management of events. Review of 2025 and plans for 2026– Update on any quotation process. • Dates and plans for 2026 events



14.	<p>Yarm Town Hall & Heritage centre: Cllr Stephen Nealon / Cllr Aiden Pybus/ Cllr Yvonne Pybus/ Cllr Jake Taylor/</p> <ul style="list-style-type: none"> • FOR DECISION: Councillor Malcolm Palmer to join the committee. • Meeting with Volunteers- Any update • QUOTE 2025/16: Cleaner for windows of Centre inside and out. Review quotes • QUOTE 2025/17: Interior cleaning person for centre 1hr x 5 days pwk. Candidate from temp recruitment agency. 1hr per day for 5 days per week. Cost £17.44ph. starting 5th January. • QUOTE 2025/25 Loft/ clock access/ ladder repairs & Loft hatch lock – Chair authorized works for completion due to the urgency and the risks of injury and security. • QUOTE 2025/26. Entrance door lock changes– Chair authorized works for completion due to the urgency. • QUOTE 2025/29: Relocate CCTV camera and monitor – Review quote from original installer • QUOTE 2025/32 Fly infestation around the clock tower – Chair authorized works for completion due to the urgency. • FOR DECISION: Allow public to use toilet facility after cleaner starts. • FOR DECISION: investigate accessibility issues with upper floor. • FOR DECISION: Town Clerk office area privacy & security screening. • FOR DECISION: Meeting table & chairs for upstairs floor. • FOR DECISION: DBS check costs for all volunteers annually as required.
15.	<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"> • Update on meeting that was planned for 20/11/25
16.	<p>Yarm Bowling Club Cllr Stephen Nealon</p> <ul style="list-style-type: none"> • Any updates



17.	<p>Yarm Town Council – Policy & Document reviews/ agreements</p> <p><u>These documents were sent via email 02/12/25 to all Councillors.</u></p> <ul style="list-style-type: none"> a) FOR DECISION ON ADOPTION: CCTV policy b) FOR DECISION ON ADOPTION: Absence policy c) FOR DECISION ON ADOPTION: Confidentiality & disclosure d) FOR DECISION ON ADOPTION: Annual leave e) FOR DECISION ON ADOPTION: Anti bullying & harassment f) FOR DECISION ON ADOPTION: Council meeting attendance policy g) FOR DECISION ON ADOPTION: Council Press & Media policy h) FOR DECISION ON CONTENT: Community grant policy i) FOR DECISION ON REVISIONS: Quotation policy j) FOR DECISION ON REVISIONS: Complaints policy k) FOR DECISION ON REVISIONS: Code of conduct <p><u>Below policies to be reviewed and ratified if ready for meeting.</u></p> <ul style="list-style-type: none"> l) FOR DECISION ON REVISIONS: Standing orders m) FOR DECISION ON REVISIONS: Cemetery rules & regulations n) FOR DECISION ON REVISIONS: Allotment rules & regulations o) FOR DECISION ON REVISIONS: Financial regulations p) FOR DECISION: Creation of a Council standards committee.
18.	<p>Rate Payers representative questions.</p> <ul style="list-style-type: none"> • No representative in place, awaiting applications.
19.	<p>Adjournment - Questions From the Public</p> <ul style="list-style-type: none"> • Any questions



20.	<p>Other items for information and consideration.</p> <ul style="list-style-type: none"> •
21.	<p>To confirm the date, time and location of the next YTC meetings:</p> <ul style="list-style-type: none"> • Precept Tuesday 6th January 2026, 6.30pm Yarm Methodist Chapel, Chapel Yard, Yarm TS15 9AJ • Ordinary Tuesday 13th January 2026, 7pm Yarm Methodist Chapel, Chapel Yard, Yarm TS15 9AJ
22.	<p>Motion to move to a closed session. 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.</p>