



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
Challoner House, Challoner Road, Yarm. TS15 9DS
Date: Tuesday, 14th October 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 but keep any questions for the Council until the agenda section dedicated, they can also submit questions to the rate payers representative who can speak on their behalf in their separate section, thereby 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">•

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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">• Annual meeting - Friday 22nd August 2025.• Ordinary meeting – Tuesday 9th September 2025.
8.	<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 accounts2. Bank Reconciliations3. Income and Expenditure.4. CCLA investment statement.5. AGAR 2024/25 results6. Utility providers contract periods. To commence preparing deal comparisons7. Proposal to replace Rialtas accounting software. 8. FOR DECISION: Community Grant applications upper limit amount.9. FOR DECISION: Internal auditor for 2025/26 EOY accounts. – Review quotes.10. FOR DECISION: Use of Methodist Hall for future meetings. £15 per hour used.11. FOR DECISION: Yarm Town Council website. Costs to change domain and renew format – Review quotes.12. FOR DECISION: Civic Chains replacement. Review quotes. 13. For information: Update on transition of YTC to .GOV.UK emails

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9.	<p>Planning & Environment: Cllr Stephen Dodds/ Cllr Stephen Nealon</p> <ol style="list-style-type: none">1. Planning Applications & Lists update2. High Street renovation plans update3. Housing estate plans- Update of meetings4. Under tree maintenance / nettle cutting - Snaith's field. Will be completed when able to access.5. MoP advises garden tree removal/ Snaith's field footpath near old police station.6. General repairs of play area's –Update on any agreements found.7. Saving Yarm petition (Cllr Yvonne Wallace)8. Felling of local tree (email from MoP)9. High St cleanliness/ Cllr Matt Vickers (Cllr Marje Blair)10. Grass cutting & general maintenance plans for 2026. Review any quotes11. FOR DECISION: Snaith's field WW1 memorial plaques. Installed by 1914-1918 committee. Should the Council adopt responsibility.
10.	<p>Yarm Allotments: Cllr Yvonne Pybus/ Cllr Hazel Best/ Cllr Marje Blair/ Cllr Christopher Neil</p> <ul style="list-style-type: none">• Preparation of forecast for income v expenditure for this FY, and 2026/27.• UPDATE: Tenant applications UPDATE: Warnings issued UPDATE: Evictions UPDATE: Plots needing clearing UPDATE: Additional skips needed. UPDATE: Annual rates levied for 2025/26• FOR DECISION: Pest control. Review quotes• FOR DECISION: Allotment rate 2026/27• Removal of apple tree – Works completed & invoice paid £700.• Lighting, CCTV cameras and new post for top allotments. Review quotes for solar based installations.• Water leak reported to Northumbrian water. Attended 08/10/25 no leak found• Worsall Rd water meter reading required.

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11.	<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">• Preparation of forecast for income v expenditure for this FY, and 2026/27.• Cracks in grounds & Grave levelling - Topsoil ordered £120.23• Gravestone inscription requests - Update• Ashes internments – Update• Norwegian/ Eaglescliffe resident burial request.• Tomb restoration. St Mary Magdelene Churchyard. Review any plans.• Memorial Pet Garden. Review any plans• Waste clay removal. Update• Trees and bushes remedial work. Update on quotes obtained <ul style="list-style-type: none">• FOR DECISION: Hourly paid gardener for area.• FOR DECISION Ground/ flat headstones/ plaques.• FOR DECISION CCTV installation/ connection to mobile phones. Review quotes• FOR DECISION: Guttering cages and repairing door hinges. Review quotes• FOR DECISION: Chapel wheelie bin. Review quotes
12.	<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. Preparation of forecast for income v expenditure for this FY, and 2026/27.2. Yarm Fair plans:<ol style="list-style-type: none">a. Horn playerb. Luncheonc. Speeches3. Remembrance Day plans4. Christmas lights switch on plans.<ol style="list-style-type: none">a. Time of switch on.b. Switch on MoP arrangementc. Bridge lighting installation.5. 2025 management of events – contract signed6. 2026 – Management of events

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<p>13.</p>	<p>Town Council personnel: Cllr Elaine Dodds/ Cllr Stephen Dodds/ Cllr Jake Taylor/ Cllr Yvonne Wallace</p> <ol style="list-style-type: none"> 1. Town clerk role recruitment update on advertisements placed 2. Personnel issues – Solicitor advice sought
<p>14.</p>	<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"> • Preparation of forecast for income v expenditure for this FY, and 2026/27. • Accessibility issues with upper floor. How to address • Media screen installation completed. Update on connection for upload of data. • Christmas light installation & storage plans (Cllr Marje Blair) •
<p>15.</p>	<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"> • General update • Review of contract
<p>16.</p>	<p>Yarm Bowling Club Cllr Stephen Nealon</p> <ul style="list-style-type: none"> • To receive the signed lease for the Yarm Bowling Club, from the club directors. • FOR DECISION: Yarm Bowling Club Community grant application.
<p>17.</p>	<p>Yarm Town Council – Policy & Document reviews/ agreements</p> <ul style="list-style-type: none"> • FOR DECISION ON ADOPTION: Terms of reference for Rate Payers representative role. • FOR DECISION ON ADOPTION: Flag flying policy • FOR DECISION ON ADOPTION: Nolan principles policy • FOR DECISION ON ADOPTION: Quotation policy • FOR DECISION ON ADOPTION: Payment receipts policy • CCTV policy – Being drafted. • Standing orders – To be reviewed (update on progress) • Financial regulations – To be reviewed (in progress) • Cemetery rules & regulations– To be reviewed • Allotment rules & regulations – To be reviewed
<p>18.</p>	<p>Rate Payers representative questions. Karen Shields</p>

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	<ul style="list-style-type: none">• To present any questions received from MoP
19.	Adjournment - Questions From the Public <ul style="list-style-type: none">• Any questions
20.	Other items for information and consideration. <ul style="list-style-type: none">• Consider creating a preferred and non-preferred supplier reference list at the end of 2025/26 FY• Consider process / policy for nominating Freeman of The Town.• Update on Yarm Grammar School Trust trustee membership.•
21.	To confirm the date, time and location of the next YTC meeting: <ul style="list-style-type: none">• Tuesday 11th November 7pm. Location to be agreed during this meeting

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