



Approved Minutes from the meetings of
Yarm Town Council
Year Ending 31st March 2010

**Minutes of a Meeting of Yarm Town Council held
in the Town Hall at 7:30 pm on Tuesday 14th April, 2009**

PRESENT: Cllr Hadlow (in the chair)

Cllrs: Hornby, Neil, Miss Sherwood Mrs. Simpson, Suddes, and Mrs Whitehill.

APOLOGIES FOR ABSENCE: Cllrs: Whyte, Anderson and Webster

92 MINUTES

92.1 The minutes of the previous meeting held on 10th March, 2009 were agreed.

93 DECLARATION OF INTERESTS

93.1 No declarations of interest were given

94 MATTERS ARISING

94.1 Item 87.2 The Clerk confirmed that she has requested estimates for the cleaning of the gutters at the Town Hall and the cemetery Chapel.

94.2 Item 89.0 The Clerk confirmed that she had contacted Cllr Mc Nichol and the problem of hogweed is being addressed.

94.3 Item A12C The Clerk confirmed that she had written a letter of thanks to the Probation Services for the work carried out in Yarm Cemetery.

94.4 The dates for the Parish Assembly Meeting was confirmed as 7.00 p.m. on 28th April 2009.

94.5 The deadline for receiving reports for the Parish Assembly Meeting was confirmed as the 20th April 2009.

94.6 The dates for the Annual General Meeting was confirmed as 7.00 p.m. on 12th May 2009.

95 CONFIRMATION OF WEIGH AND TOLL COMMITTEE MINUTES

95.1 The minutes of the Weigh and Tolls Committee meeting held on 10th March, 2009, were accepted as true.

96 ACCOUNTS

96.1 The Yarm Town Council accounts received for payment, were presented and agreed.

96.2 The transfer of £8000 from the earmarked reserve to the culminative reserves for the charges for the 2008 by-election was proposed by Cllr Mrs Simpson and seconded by Cllr.Hornby and agreed.

96.3 The payment of insurance for the Yarm Fellowship Hall was deferred until July 2009. A meeting will be held with The Yarm Fellowship Committee in June to discuss the insurance charges and the rental review due in July 2009.

96.4 The Service Level Agreement for the Layfield and West Street Play Area was agreed at a sum of £800.

96.5 The Financial Risk Assessment Plan for Yarm Town Council was formally adopted.

- 96.6 The hire of a skip to remove waste material from the Cemetery at a cost of £150 was accepted.
- 96.7 The hire of a skip to remove waste material from Willie Flatts Field at a cost of £150 was declined. The Clerk is to contact the contractor and request that the hedge backing onto Conyers Close be trimmed as per contract.

97 CORRESPONDENCE

- 97.1 The correspondence list for the week ending 8th April, 2009, was noted.
- 97.2 The Neighbourhood Policing Consultation documentation was noted.
- 97.3 The Parish Council Liaison Forum meeting date was noted.
- 97.4 The invitation to attend the Western Area Partnership Transport Strategy Meeting was noted. Cllr Mrs Simpson will attend and has put in a proposal on behalf of the local residents group that speed cameras be installed on Worsall Road. Cllr Mrs Simpson request that four fixed cameras and two speed indications signs are installed on Worsall Road. This was proposed by Cllr Hornby and Seconded by Cllr. Mrs Whitehill. A Park and Stride facility will also be discussed at this meeting.
- 97.5 The St Mary Magdalene Church Fete and Open Day date was noted.
- 97.6 A request from Stockton Renaissance for representation from Yarm Town Council at the Western Area Partnership meetings was noted. Cllr Anderson is the elected representative for these meeting but has been unable to attend as regularly as anticipated. Cllr. Mrs Simpson offered to attend these meetings in the absence of Cllr Anderson. This solution was proposed by Cllr. Mrs. Whitehill and Seconded by Cllr. Suddes. The Clerk is to request clarity of attendance with Cllr. Anderson.
- 97.7 E-mails received from Ian Gravestock, Richard Mc Gurkin and Peter Bell regarding the parking situation in Yarm were read out by the Chairman and noted.
- 97.8 An invitation to attend Eaglescliffe/Egglescliffe Parish Assembly was noted.

98 PUBLIC SESSION

- 98.1 The Chairman of the Yarm Chamber of Commerce and the residents present discussed the parking requirements of Yarm High Street with the Council. Discussions took place regarding:
- Policing of the High Street between 10.00 a.m. and 4.00 p.m.
 - Parking charges and revenue.
 - Clearer markings for parking bays.
 - Cause and effects of all day parking on trade.
 - Issues surrounding Park and Ride and Park and Stride methodology.
- The Public session closed at 8.45 p.m.

A12 PR POLICY AND RESOURCES

- 1) The minutes of the meeting between Yarm Council and the Yarm Chamber of Commerce held on 24th March 2009 were accepted.

- 2) The minutes of a meeting with Stockton Borough Council regarding parking in Yarm, held in April attended by Cllr Hornby were accepted. Cllr Hornby highlighted the fact that one third of all revenue collected in the Borough of Stockton in car parking fines were from Yarm High Street
- 3) Following the discussion held during the public session, it was agreed that the Clerk would write on behalf of Yarm Town Council to Stockton Borough Council requesting the following:
 - a) That parking in Yarm High Street be increased from two hours free of charge parking to three hours free of charge parking in the disc operated areas. The Councillors voted in favour of this proposal by five to one, with one person abstaining from the vote.
 - b) That the parking attendants in Yarm be reduced from two parking attendants to one parking attendant, and that policing of the area takes place between 10.00 a.m. and 4.00 p.m. The Councillors voted in favour of this proposal by six votes with one person abstaining from the vote.
 - c) That the parking on both sides of the High Street be identical in terms of the parking restrictions.
 - d) That the alignment for parking in the long stay areas of the High Street remain and are clearly aligned and identified and marked by a red line to indicate where parking restrictions stop.

A12 PL PLANNING

- a) Minutes of a planning meeting held on 24th March 2009 appertaining to 79a the High Street and Yarm Grammar School were accepted. No objections were raised to either plans.
- b) A report on planning prepared by Cllr. Webster was noted. The Clerk is to write to Stockton Borough Council querying and objecting to planning applications 09/0798/SEC, 09/0671/FUL and 09/0582/VAR and also to the proposals of wind turbines at Hilton.

A12 C CEMETERY

- a) The proposals to discuss the future of Yarm Cemetery were deferred to the next meeting.

A12 R RECREATION

- a) The Proposals for the 2009 Gala were deferred to the next meeting.

A12 A ALLOTMENTS

- a) The proposals to review the rules and regulations of the allotments were deferred to the next meeting.
- b) The allotment walk was scheduled for Monday 20th April at 6.30 p.m.
- c) It was agreed that the strimmer be serviced for the Yarm and District Gardens Association for a sum of £15.00.

A12 H HIGHWAYS AND TRANSPORT/ENVIRONMENT

- 1) Nothing to report.

99 ARTICLES FOR WEBSITE

- 99.1 Members agreed to post the minutes of the Council meeting held on 10th March, 2009, on the Gazette web site.

**100 TO RECEIVE ITEMS FOR INFORMATION AND CONSIDERATION FOR THE
NEXT AGENDA**

100.1 Councillor Mrs Simpson commented that she felt the process for tender was carried out fairly and that once a vote had been accepted the contracts would need to be managed internally.

There being no further business, the meeting closed at 9:28 p.m.

**Minutes of the Parish Council Assembly of Yarm
held in the Town Hall on Tuesday 29th April 2008**

PRESENT: Cllr Hadlow in the Chair

Cllrs Anderson, Neil, Mrs Simpson, Suddes, Mrs Whitehill and Whyte.

APOLOGIES FOR ABSENCE: Apologies for absence were received from Cllrs Craven and Webster.

MINUTES

The minutes of the previous meeting held on 24th April 2007, were accepted as read.

MATTERS ARISING

There were no matters arising.

CHAIRMAN'S REPORT (including Weigh & Tolls Committee Report)

Cllr Hadlow presented the attached Chairman's Report which included a report of the Weigh & Tolls Committee.

REPORTS FROM COMMITTEE CHAIRMEN

Planning

Cllr Hadlow presented the attached report on Planning prepared by Cllr Webster.

Recreation

Cllr Whyte presented the attached report on Recreation.

Cemetery

Cllr Mrs Whitehill presented the attached report on the Cemetery.

Allotments

Cllr Suddes presented the attached report on the Allotments.

Highways, Transportation and Environment

The attached report on Highways, Transportation and Environment was presented by Cllr Anderson.

Finance Sub Committee

Cllr Hadlow presented the attached report of the Finance Sub-Committee prepared by the Finance Officer.

POSTING OF REPORTS

It was agreed that the reports presented at this meeting would be displayed in Yarm Library and on the Gazette website immediately following the meeting.

VIEWS OF THE ELECTORS

There were no views expressed.

Any Other Business

There was no other business.

There being no further business, the meeting closed at 7.24pm

Signed this 28th Day of April 2009

.....
Chairman

YARM TOWN COUNCIL

Chairman's report 2008 **(Including the Weigh & Tolls Committee)**

I would like to begin my report by thanking all the council members and the ratepayer's representative for their help and support during the last year. I would also like to thank Peter Woods, the clerk for carrying out his duties in a well organised and efficient way, especially in those difficult early days. I'd also like to thank Philip Addison, who without remuneration looked after our finances this year. I think this was a very magnanimous gesture and one which deserves recording.

It only seems like a few weeks ago that we were elected to stand for the Town council yet here we are after 12 months positively implementing changes whilst passionately respecting our heritage. It has to be noted that a transformation has taken place in the makeup of the council. It is important to note however that, whilst the majority of our council is made up of Conservatives, each of those Conservative councillors elected are able to arrive at their own conclusions and make their own decisions in the best interests of the broader population of Yarm.

I've particularly enjoyed seeing the council getting 'up to speed' and dealing with important issues affecting the lives of those in our community. We're certainly no 'soft touch' and whilst parish powers are limited we can make a positive impact. We have now 'mended the bridges' with Stockton and enjoy their support on many issues. There's a great team at Stockton now and a 'can do' attitude, certainly the 'we tried it before attitude' that plagued both our predecessors seems to have gone and sadly, whilst local government coffers are at their most depleted, we have access to a team of bright intelligent people that can deliver meaningful and beneficial change to both the people of Yarm and our greater Stockton neighbours.

Yarm Town Council is passionately opposed to Garden Infill where our heritage is threatened and will continue to lobby and work with SBC to ensure that these developments are refused. It's not always possible to do so however, but certainly by positively engaging with such developers and those that propose to develop afresh, it may be possible to ensure that these buildings are special in their own right and that we avoid the bland, health centre style developments that seem to be prevalent in the region.

This council is passionately dedicated to delivering the best for our constituents. We might have a limited budget but each member of this council has limitless enthusiasm.

Parish Precept

We have increased the Parish Precept by 1.8% this year, primarily to ensure that remedial works can be carried out to the town hall. Unfortunately owing to the ill fated lottery application we were unable to secure funding for the town hall project and it was therefore decided to allot funds to protect the fabric of the building.

Car Parking

Yarm council recognise that there is a parking problem in Yarm and are exploring all possible opportunities to secure a long term solution. Certainly positive moves are being made.

Town Hall

We have carried out the first part of the refurbishment of the town hall. We have undertaken repairs to the clock tower fascias and painted all the woodwork. I must say I'm very impressed with the colour scheme and the way that the Town Hall now stands proud in the High Street

We have secured a new Toilet facility within the town hall. The benefit being twofold, a new superloo facility and our being able to free up 75% of the ground floor of the Town Hall for alternative uses. Hopefully we can combine the Heritage Centre with a Tea room/Coffee shop offer and thus expedite the town halls complete refurbishment.

Yarm Regatta

Please put a note in your Diary for June 22nd 2008. Yarm Town Council are pleased to announce the return of The Yarm Gala, comprising a Live music stage, Victorian Funfair, Bellboat Racing, Rowing, a Tug-of-War, the Lions charity Fair, acrobats, street entertainers and indeed many of your Town councillors getting extremely wet. YTC have secured sponsorship from Camerons brewery and thus the event is entirely self funding. A big thankyou to David Soley and his team at Camerons.

Yarm Fair

Yarm fair arrived in October and I thoroughly enjoyed the opportunity of reading the proclamation and delivering my speech to what seemed like a substantial gathering outside the town hall. We have, of course, got to thank our clerk for all the work that goes on to make the fair happen, and a big thank you to Yarm Police and Stockton Borough Council for organising the road closure etc.

Remembrance Day

Our Remembrance Day service was held on a windy yet dry, sunny day this year. It was well attended and a fitting tribute to those that have lain down their lives for us in battlezones all over the world.

The service at the cenotaph was taken by the Rev Gurd with the Yarm Army Cadets and Yarm School Combined Cadets taking an active role in the proceedings. Again, I would like to thank Yarm Police for their help in closing the road so that everyone could appreciate the solemnity of the occasion.

Christmas tree Lighting

Christmas tree lighting saw an increase in the number of people attending. It is a pity that we cannot arrange for the shops to open late to coincide with the event. We are planning a bigger event this year and would hope to have mulled wine and Mince pies available for those gathered.

Rowing Boats

If anyone would like to donate one or more Clinker built rowing boats to YTC we would be most appreciative. Condition is not important as we wish to see them planted with flowers.

Planning Report 2008

Yarm, not being the Planning Authority, the Town Council has a role only of commenting on planning applications. In principle its standing is no different from that of other commentators, though in practice, Stockton, as the Authority, does take cognisance of the Council's views in as far as it can.

The main issue that has concerned the Council over the last twelve months has been the inclusion of buildings of architectural and historical merit on the Local List. Though inclusion on a Local List does not give the same level of protection as National listing, adoption of this list by Stockton will provide a guide to the approval or otherwise of planning applications in respect of the buildings included. The Council looks forward to Stockton completing its deliberation.

The list, as submitted to Stockton, is shown below.

- 1 1, 3, 11, 13, 15, 17, 24, Leven Road, Yarm
- 2 Hawthornes, Leven Road, Yarm
- 3 Clockwood Lodge, Leven Road, Yarm
- 4 Wainstones, 18 Leven Road, Yarm
- 5 10 Clockwood Gardens, Yarm
- 6 Clockwood House, Clockwood Gardens, Yarm
- 7 The White House, The Spital, Yarm
- 8 The Hermitage, The Spital, Yarm

A case in point is the several applications that have been made for the demolition of 18 Leven Road, Yarm, to be replaced by the erection of a number of dwellings on the site. The Yarm Town Council has been consistent in condemning demolition of this property, as has Stockton.

Inclusion on the Local List of buildings of architectural and historical merit would strengthen the hand of the Planning Authority in rejecting unsuitable developments.

Allotments Report 2008

As many of you will be aware the town of Yarm is fortunate enough to have two allotment sites contained within it. Both of these sites are currently well used and come under the umbrella of the “Yarm and District Garden Association”.

Shortly after election last year we were pleased to have a visit from the local arson task force manager following a small shed fire on the brickyard allotment site. After a good walk round he was generally pleased with what he saw and he said in general the Yarm allotment sites were in good order.

On August bank holiday Monday last year I was pleased to attend the annual open show in the social centre. Many thanks must be given to the ladies in the tearoom for feeding and watering me on what was a hot day. At this event it was clear to see the level of skill and determination shown not only by allotment holders but other fellow gardeners in and around the area. Given the poor weather conditions of last summer in my mind the quality of the produce shown was once again a credit to all concerned.

Last autumn an allotment walk was held by the members of the allotment association, this gave me and fellow councillors a chance to appreciate the workings of the allotments and a good chance to meet one or two allotment holders. During this informal walk we soon realised the level of work carried out by the members of the association. Whether it be plumbing, building work or trying to keep on top of one of Yarm's perennial problems, that being the giant hogweed. It is true to say that we are lucky to have such a talented bunch on our sites.

Two meetings have been held between the association and the council and these have generally proved to be a useful tool to enable the council to liaise with the association.

Bonfires continue to raise some concerns during the year but the association have worked diligently with the council to ensure that all members are aware of the current ruling on the issue.

Currently there is a healthy waiting list for allotments and as plots become vacant these are being offered in order to the people on the list. At the last allotment meeting it was decided that one of the plots on the brickyard site should not be offered for rental due to the quality of the land and it was felt that if offered it would simply put someone off gardening for life!

We look forward to the coming year and hope to organise another allotment visit in the summer and this will give members a chance to see the allotments at their best when things should be in full swing, weather permitting of course. Once again I would like to take this opportunity to thank members of the association for working with the new council over the last year as we look forward to the season ahead.

Recreation Report 2008

The main focus for the recreation committee in the past 12 months has been on the forthcoming Yarm Gala event. The event came from a willingness to hold a community based event which would be an attraction to the whole of Yarm but also something in contrast to Yarm Fair. Initial discussions took place and a few ideas were looked at, and the end result is the Gala which we will hold on June 22nd this year.

One thought had been to resurrect Yarm Regatta which was last held in 1980, but due to the flood defence walls and lack of a suitable access point to the river surrounding Yarm this was not feasible.

There is a piece in the Yarm of Yesteryear book about Yarm Gala which was held each year up to around 1920 and, by all accounts, was a very popular event. Our Gala is loosely based on this but with a modern twist. It was thought that tightrope walking across the Tees may not sit well with our insurers!

Castlegate Quay Watersports Centre will be running a Bell Boat event for us on the river between the road bridge and the landing stage. In the morning this will be a junior event for 8 to 14 year olds and each school in Yarm, plus Kirklevington, Butts Lane and Egglecliffe schools, have been invited to enter two teams each. This junior event will be free to enter and an annual shield will be presented to the winners. In the afternoon a senior event will be held for 15 years and over and entry for this will be £20 per team of 8. Teams are made up of 4 males and 4 females. Again prizes will be presented to the winners. Also on the river, Tees Rowing Club will attend with some beginner rowing boats and will be offering free taster lessons for those who would like to 'have a go'. There will be full safety cover in place for the events and British Waterways will assist in removing any obstructions from the river.

On the High Street there will be a live music stage with around seven bands playing from midday until about 7pm. There will be a main headline band but at the time of writing the final line up is not 100% confirmed – but watch this space! There will also be a traditional Victorian Funfair which will be there on the Saturday also.

The Lions Charities Fair has moved to the 22nd June, to benefit from the added footfall and also to enhance the Gala as a whole.

On Snaiths Field there will be a 'tug-of-war' competition and entry will be £5 per team of 10. Prizes will again be awarded.

We have been fortunate to attract very generous sponsorship from Cameron's Brewery for a total package of around £8500. It is due to this that we can offer the free school entries and very low entry fees for the other events. It also allows us to put on what will be a fantastic line up on the Live Stage and it is hoped that the event will be such a success that Cameron's will be happy to continue their support in future.

Another item which the recreation committee has been involved in is bringing a French Market to Yarm. Many residents have said how much they would appreciate a Continental or Farmers Market and as a result of this we have arranged for a French Market to attend on the second weekend in August. If this is a success then further dates will be arranged with a view to a summer and Christmas market annually.

Highways, Transport and Environment Report 2008

During the last twelve months we have listened and paid particular attention to issues raised by the residents of Yarm, all of which have affected their quality of life. There have been a number of areas of concern which have received our support and investigation.

- a) Speeding cars, including taxis and motor bikes, especially late at night have caused dangers with no regard to 30mph speed restrictions on the roads.
- b) Supermarket car parks have been used as race tracks, meeting places and dumping areas for take-away rubbish which has caused a noise nuisance to local residents and created a danger to car park users.
- c) Under age youths drinking alcohol outside in public places has been a problem during the light evenings.
- d) Take-away food outlets in some cases have been trading outside licensing hours late at night and into the early hours of the morning.
- e) Fences have been vandalised adjacent to properties.
- f) Youths hanging around the entrances of supermarkets and intimidating shoppers.

All of these points have contributed to anti-social behaviour but our thanks must go to Yarm's beat bobby PC Auton and Stockton Council's anti-social behaviour and enforcement team for their prompt response in dealing with these incidents. There is a new anti-social behaviour telephone hotline number available, (01642) 607943. The number will be active between the hours of 5.00 pm to 9.00 am from Monday to Friday and from 5.00 pm Friday evening until 9.00 am Monday morning each weekend.

There continues to be many complaints from businesses and the public about car parking facilities in and around the High Street. There is no quick solution to this problem which we acknowledge but we are continuing to review the options available and are working with Stockton Council to try and achieve an improvement.

The current installation of a new water main by Northumbrian Water in the High Street and The Spital has caused traffic delays, further disruption to parking in the High Street and to recently laid cobbles. The work is programmed to be complete by 2nd June, 2008, and hopefully should prevent future water leaks and consequential road works.

The Environment Agency has now completed work refurbishing the landing area at the rear of Sainsburys car park and is a great improvement. We hope that this area does not suffer any further vandalism.

The two metre high long brick wall adjacent to the Rookery on The Spital which was in poor repair has now been repaired to prevent any further deterioration.

We hope that our efforts have made a noticeable improvement to the quality of life for the residents of Yarm.

Cemetery Report 2008

I would firstly like to thank a few people on behalf of the Cemetery Committee & YTC.

Thank you to Peter Woods who has continued to administrate all aspects of the running of the Cemetery, in a professional manner to both YTC and relatives of the deceased, who has provided information and advice to myself and the Committee.

Also thanks to all our contractors.

Yarm Cemetery on Worsall Road.

During the year, we have had 11 Burials, 2 Interment of ashes.

The proposed extension to the Cemetery is still ongoing, with a number of visits been made to familiarize the Committee with the proposed site. At this moment in time we need to reassess YTC's options and costs, as there are a number of possibilities, one of which is a Memorial Garden. Over the coming year all options will be investigated, costed and put to YTC and it's electorate for consideration.

During July 2007 it was proposed to have a "Cemetery clear up Day" which was designed to involve the members of YTC and others in participating in a general tidy up of certain areas of the Cemetery e.g. cutting back the bushes on the road within the Cemetery. Unfortunately for a number of reasons only 7 people were able to attend, and despite this we did clear the road, and received encouragement and thanks from members of the public visiting the Cemetery that day. I would also like to take the opportunity to thank some of the Allotment holders, whom I believe carry out maintenance when needed throughout the year. I feel that the event is worthwhile, and if continued, would like to see more attending in the future.

Work on the trees within the cemetery and closed churchyard will be carried out in line with the requirements of our insurance company.

Finance Sub-Committee Report 2008

The main function of the Finance Sub-Committee is to oversee the financial matters of both the Town Council and the Weigh and Tolls Committee. It does this by: -

- (a) Making sure that both have sufficient resources to carry out the planned programme for the current year.
- (b) Monitoring the expenditure and income against the agreed budget for the current year.
- (c) Taking account of the financial decisions made by both the Town Council and the Weigh and Tolls Committee and the impact they have on the budget and reserves in the current year.
- (d) Receiving the accounts for the previous financial year before they are submitted to both the internal and external auditors for auditing.
- (e) Considering and making comments on the draft budget for the forthcoming year.

In 2007/2008 the Finance Sub-Committee met twice and considered reports on the budgetary position in 2007/2008, financial outturn and financial liquidity of both the Town Council and Weigh and Tolls Committee in 2007/2008, the internal auditor's report on the 2006/2007 accounts and the first indications for the 2008/2009 budget. The Members of the Sub-Committee have in the past year recommended that the full Council approve the reports received.

The papers for the December meeting of the Sub-Committee were presented to the full meeting of the Town Council so Members could consider the financial outturn and balances as part of the decision making process in setting the precept for 2008/2009. The budget and precept for 2008/2009 was approved at the January 2008 meeting of the Town Council.

The financial position of the Weigh and Tolls Committee and the Town Council as at 31st March, 2008, is summarized below but at this time it has to be stated that the accounts for the year ending 31st March, 2008, have yet to be audited by both the internal and external auditors.

The bank balance of the Weigh and Tolls Committee as at 31st March, 2008, stands at £3,675; this is after allowing for all outstanding cheques and bankings.

The bank balances of the Town Council as at 31st March, 2008, stand at £61,904 after allowing for all outstanding cheques and bankings. The assigned reserves and the cumulative reserve fund balance of the Town Council as at 31st March, 2008, are as follows: -

Cumulative Reserve Fund	£ 21,881
Allotment Development Fund	£ 1,544
Cemetery Enclosure Development Fund	£ 1,000
By-Election Expenses Fund	£ 8,000
Willey Flatt's Field Development Fund	£ 12,031
Town Hall Refurbishment Fund	£ 257
Health & Safety Contingency Fund	£ 8,489

**Minutes of a Meeting of Yarm Town Council held
in the Town Hall at 7:45 pm on Tuesday 12th May, 2009**

PRESENT: Cllr Hadlow (in the chair) Cllrs: Hornby, Mc Nichol, Mrs. Simpson, Suddes, Mrs. Whitehill, Whyte.

APOLOGIES FOR ABSENCE: Cllrs: Anderson, Neil, Miss Sherwood and Webster

1 MINUTES

- 1.1 The minutes of the previous meeting held on 14th April, 2009 were agreed.
- 1.2 The minutes of the Parish Assembly Meeting held on 28th April 2009 were agreed.

2 DECLARATION OF INTERESTS

- 2.1 No declarations of interest were given

3 MATTERS ARISING

- 3.1. Item 96.3. The Clerk confirmed that she had written to Yarm Fellowship arranging deferred insurance charges until July and organising a meeting in June to discuss the deferral and review the rental charges for the forthcoming years.
- 3.2 Item 76.7. The Clerk confirmed that she had spoken to the contractor responsible for the maintenance of the Willie Flatts Playing Field and requested that the hedge which backs onto Conyers Close be trimmed as per contract.
- 3.3 Item 97.4 The Clerk confirmed that she had informed the Western Area Partnership Transport Strategy Meeting that Cllr. Simpson will be the representative for Yarm Town Council. Cllr. Simpson confirmed that she had attended this meeting and that speed and camera signs are to be installed on Worsall Road. All funding had been agreed.
- 3.4 Item AR12PR1 The Clerk confirmed that she had written to Stockton Borough Council on behalf of Yarm Town Council requesting changes to the present parking arrangements in Yarm High Street.
- 3.5 Item A12 PL2. The Clerk confirmed that she had written to Stockton Borough Council querying and objecting to planning applications 09/0798/SEC, 09/0671/FUL and 09/0582/Vary and also to the proposals of wind turbines at Hilton.

4 CONFIRMATION OF WEIGH AND TOLL COMMITTEE MINUTES

- 4.1 The minutes of the Weigh and Tolls Committee meeting held on 14th April, 2009, were accepted as true.

5 ACCOUNTS

- 5.1 The Yarm Town Council accounts received for payment were presented and agreed with the addition of the following two invoices:
 - a) To Dan James Ltd a sum of £396.00 for the printing of the Yarm Gala leaflets
 - b) To M. Milburn the sum of £68.08 from the Chairman's Hospitality fund for the wine and food at the Annual Parish Assembly meeting

- 5.2 The accounts for the year ending 31st march 2009 were considered and approved, and it was agreed that they be taken to the Internal Auditor for auditing.
- 5.3 The two quotes presented for the cleaning of the Town Hall and the Cemetery Chapel Gutters were considered. It was agreed that the contract be awarded to Trevor Moran at a cost of £200.00
- 5.4 The quote from Stockton Borough Council for the Pest Control Contract for Yarm allotments was noted. The Clerk is to obtain more quotes before a decision is made.
- 5.5 The Quote from Anna Addison Associates for the provision of PR duties for Yarm Gala was accepted at a cost of £700.00
- 5.6 A request to sponsor various charities was declined.

6 CORRESPONDENCE

- 6.1 The correspondence list for the week ending 5th May, 2009, was noted.
- 6.2 The Greenspaces Consultation questionnaire was noted.
- 6.3 The meeting of the Parish Council Liaison Forum was noted.
- 6.4 The responses from Stockton Borough Council on objections to planning applications were noted.
- 6.5 The Business Rate Deferral Scheme 2009/10 was noted.

7 PUBLIC SESSION

- 7.1 A member of the public raised concerns about the Hog Weed in Yarm and the lack of public notifications in the Town Hall and Yarm Library. Cllr. Mc Nichol confirmed that the treatment of the Hog Weed had begun and the Clerk confirmed that she had spoken to the Park Ranger for Stockton who will spray the areas under his responsibility, the Environment Agency who will spray the areas under their responsibilities and Network Rail who had responded by saying that they will investigate the Hogweed on the railway embankments. The Clerk also confirmed that she was in the process of producing the public notices.

A12 PR POLICY AND RESOURCES

- 1 The Chairman confirmed that a response to the letter on the parking arrangements had been received from Stockton Borough Council and that an analysis of the situation was underway and results should be available in approximately two weeks.

A12 PL PLANNING

1. A report on planning prepared by Cllr. Webster was noted.
2. It was noted that the planning application for 79a the High Street had been approved.
3. It was discussed and approved that an application for a single continuous consent for display banners on the Town Hall to be applied for at a cost between £95.00 and £325.00

A12 C CEMETERY

1. The future of Yarm Cemetery was discussed. The Clerk is to obtain quotes for the extension work, a memorial garden and for the roding of the cemetery

A12 R RECREATION

- 1 The Proposals for the 2009 Gala discussed.
- 2 Bell boating should be self financed by entries, and the funfair will contribute funding to the Gala. A shortfall on the funding of the Gala will be met by the Council's Cumulative Reserve Fund.
- 3 Councillors were asked to seek sponsorship from various sources for the Gala.
- 4 The three quotes presented for the staging were considered. It was agreed that the contract be awarded to John Saunders Productions at a cost of £2,200.

A12 A ALLOTMENTS

- 1 The proposals to review the rules and regulations of the allotments were deferred to another meeting and will be agreed and distributed to all allotment holders with the request for fees in September 2009.
- 2 The Clerk confirmed that she had written to five individual allotment holders following the Allotment Walk on the 20th of April 2009. The Clerk had received two responses by telephone following the posting of the letters. A Further allotment walk will be undertaken.

A12 H HIGHWAYS AND TRANSPORT/ENVIRONMENT

- 1 The installation of temporary mobile speed devices was noted.

8 ARTICLES FOR WEBSITE

- 8.1 Members agreed to post the minutes of the Council meeting held on 14th April, 2009, on the Gazette web site.

9 TO RECEIVE ITEMS FOR INFORMATION AND CONSIDERATON FOR THE NEXT AGENDA

- 9.1 No information was received for information for the next agenda.

There being no further business, the meeting closed at 8:50 p.m.

**Minutes of the Annual General Meeting of Yarm Town Council
held in the Town Hall on Tuesday 12th May, 2009**

PRESENT: Cllr Hadlow (in the chair) Cllrs: Hornby, Mc Nichol, Mrs. Simpson, Suddes, Mrs. Whitehill,
And Whyte.

APOLOGIES FOR ABSENCE:

Cllrs: Anderson, Neil, Miss Sherwood and Webster and Mr Canning Rate Payers representative.

ELECTION OF CHAIRMAN

It was agreed that Cllr Hadlow be Chairman for the year: Proposed Cllr Whyte; Seconded Cllr Hornby.

It was agreed that Cllr Whyte be Vice-Chairman for the year: Proposed by Cllr Whitehill and seconded by Cllr Suddes.

ELECTION OF COMMITTEE CHAIRMEN

It was agreed that the following be elected to the position shown:-

Cemetery	Cllr Mrs Whitehill. Proposed Cllr Hadlow, seconded Cllr Suddes.
Highways/Environment	Cllr Anderson. Proposed Cllr Hadlow, seconded Cllr Whitehill.
Recreation	Cllr Whyte. Proposed Cllr Suddes, seconded Cllr Hornby.
Allotments	Cllr Suddes. Proposed Cllr Whyte, seconded Cllr Whitehill.
Planning	Cllr Webster. Proposed Cllr Hadlow, seconded Cllr Whitehill.
Finance	Cllr Webster. Proposed Cllr Mrs Hadlow, seconded Cllr Whitehill.
Policy and Resources	Cllr Hadlow as Chairman.

All members are members of the above Committees.

Weigh & Tolls Cllr Hadlow as Chairman.

Members with the addition of one Ratepayer's Representative.

ELECTION OF SUB-COMMITTEES

Finance	Chairman of the Finance Committee, Cllrs Neil and McNichol.
Allotments	Chairman of the Allotment Committee, Cllrs Simpson and Whyte.
Highways/Environment	Chairman of the Highways/Environment Committee, Cllrs Webster, Hornby and Whyte.
Recreation	Chairman of the Recreation Committee, Cllrs Sherwood, Mrs Whitehill and Neil.
Cemetery	Chairman of the Cemetery Committee, Cllrs McNichol and Simpson.
Planning	Chairman of the Planning Committee, Cllrs Mrs Simpson, Hornby and Webster.

GENERAL RESPONSIBILITIES

Yarm in Bloom	Cllr Mrs Whitehill
Contracts and Tenders	Cllr Hadlow
Western Area Partnership	Cllr Simpson

Chairman.....

Date.....

RATEPAYERS REPRESENTATIVE

It was agreed to appoint Mr Addison. Proposed Cllr Hadlow, seconded Cllr Whyte.

CYCLE OF MEETINGS

It was agreed that the present cycle of meetings should continue.

ANY OTHER BUSINESS

None.

There being no further business, the meeting closed at 7:07pm.

Dated this 9th day of June 2009

.....

Chairman

**Minutes of a Meeting of Yarm Town Council held
in the Town Hall at 7:30 pm on Tuesday 14th July, 2009**

PRESENT: Cllr Hadlow (in the chair) Cllrs: Hornby, Mc Nichol, Neil, Miss Sherwood; Mrs. Simpson, Webster; and Whyte.

APOLOGIES FOR ABSENCE: Cllrs: Anderson, Suddes and Mrs.Whitehill.

19 MINUTES

19.1 The minutes of the previous meeting held on 09th June, 2009 were agreed.

20 DECLARATION OF INTERESTS

20.1 Cllr Hadlow & White declared a personal and prejudicial interest in item (c) of Policy and resources as knowing the owners of the printing companies.

20.2 Cllr Webster declared a personal and prejudicial interest in item 7 Correspondence (e) local residents writing about parking and A12PL 1 planning - 16 Valley Drive and 13, Clockwood Lodge, Leven Road as both are in the vicinity where he lives.

21 MATTERS ARISING

21.1. Item 13.1 The Clerk Confirmed that following a visit from Mr. Neil Schneider, Chief Executive of Stockton Borough Council, several meetings and actions had taken place over the last month. Firstly it was agreed through discussions with Mr. Graham Reeves from Stockton Borough Council that the market canopies supplied for Yarm Gala would be free of charge and that the Care For Your Area of Stockton Borough Council cover for Yarm gala and the resources were agreed as being the same as in previous years.

21.2 Item 16.2 As a direct result of the above meeting, the floral displays were arranged and in place before the Yarm Gala. The Town Hall windows boxes were filled and quotes will be supplied for additional floral displays on the lampposts in Yarm High Street and on the Yarm Bridge. Yarm in bloom was discussed but no longer exists. This was part of the Northumberland in Bloom competition and is costly to enter into. It would be a cost for Yarm Council but information will be available for next year if Yarm chooses to compete. Seating and floral displays on the riverside walk were discussed, again this would be costly. It was confirmed that flowers and seating are not put on the bridge as they were thrown into the river in previous years and this was also the reason which was given for the lack of seating on the riverside walks. A scheme where by local businesses can sponsor floral displays are available and information can be obtained if requested.

The Willey Flatts Football Pitch and the care for the playing field, was discussed. Cutting, marking and white lining of the football field should be covered in the grounds maintenance contract. The work can be done by Stockton Borough Council if required but this again would incur additional charges.

- 21.3 Item 16.1 Hogweed . These issues are difficult to deal with if the land is in private ownership. Stockton Borough Council can only request that the hogweed is kept under control but have no jurisdiction over private property. It is not an offence for hogweed to grow on private land only for it to be purposely cultivated and grown. Other problems include land owned by the water ways and co-ordinating the use of chemicals in these areas. Stockton BC have a team of rangers who deal with this matter and will try hard to co-ordinate with Network Rail. Tees Valley and the River Tees Strategy group are also trying to carry out the elimination of hogweed and are preparing an action plan and strategy to deal with the issue. It was agreed that the Clerk would write to invite a representative from Network Rail to attend the next council meeting regarding the hogweed problem.
- 21.4 Cllr. Mrs Simpson raised concerns over the cutting of the Willey Flatts field football pitch. Discussions took place and it was agreed that the Clerk should monitor the regularity of cutting and marking of the football pitch and the quality of the work before reporting back to the Council.
- 21.5 The Chairman reported to the Council that the President of Schwalbach's visit to Yarm Town Hall had been a success. The event was attended by two Yarm Councillors and members of both twinning associations. Gifts were exchanged and the press was present. The Chair was invited to Schwalbach to celebration the twinning of Schwalbach with their French twin town in August 2009.

22 CONFIRMATION OF WEIGH AND TOLL COMMITTEE MINUTES

- 22.1 The minutes of the Weigh and Tolls Committee meeting held on 09th June, 2009, were accepted as true.

23 ACCOUNTS

- 23.1 The Yarm Town Council accounts received for payment were presented and agreed along with the following additional payments:-
£897.00 for Taylor Rowland's Internal Audit
£1301.23 for Stockton Borough Council for work carried out to reinstate the rocket play equipment at Layfield play area
£172.50 for Stockton Borough Council for the cleaning of Willey Flatts Field.
£36.00 for Yarm & District Garden Association for weedkiller

24 CORRESPONDENCE

- 24.1 The correspondence list for the week ending 8th June, 2009, was noted.
- 24.2 An invitation from Ryedale District Council to attend the 2009 Annual Yorkshire Day celebrations was noted.
- 24.3 It was agreed that a donation of £250.00 be made to Yarm Angling Club for to the twinning visit of the Vernouillet to Yarm..
- 24.4 The draft Stockton Landscape Character Assessment was noted
- 24.5 The correspondence of local residents about Car Parking in Yarm was

Noted. *Further discussion on car parking and flaws in the consultation document took place. It was agreed at this point that information on the consultation document was ambiguous. It was also noted that the Council as a whole had not voted or agreed to any of the proposals presented by Stockton Borough Council.*

- 24.6 The Highway Network Management report from Stockton Borough Council was noted

25 PUBLIC SESSION

- 25.1 A member of the public raised concerns about the Hog Weed in Yarm and the fact that it has not been removed around the railway embankment near the Medical Centre. It was agreed that the Clerk should write to Network Rail inviting the chairman or a representative to attend the next meeting of the Council.
- 25.2 A representative from the Yarm Fellowship Hall circulated a leaflet that had been produced produced to promote the Fellowship Hall and it's facilities. The Council were informed that 5000 leaflets have been printed and that a bid is been made for redecoration and renewal of lighting. The Clerk will arrange a meeting for September to discuss matters further.
- 25.3 A member of the public suggested that a press release regarding the car parking discussions and the flaws in the consultation document be posted onto the gazette website, along with a statement indicating that Yarm Town Council did not support the suggestion of car parking on the allotment land.
- 25.4 The Council was informed that Edwin Temple Lodge age 85 years, son of Edwin Temple Lodge, former clerk to the council, had recently died. The Town Council expressed their condolences for the deceased family.

A12 PR POLICY AND RESOURCES

- 1 Cllrs Hadlow and Whyte left the room while a discussion took place over the logo for Yarm Town Council. The Clerk was instructed to request examples of the art for further consideration. This item was deferred to the next meeting. Cllrs Hadlow and Whyte rejoined the meeting.
- 2 The item regarding the professional image of Yarm Town Council was deferred to the next meeting.
- 3 The protocol for visits abroad was discussed. Expenses for visits abroad must be self funded and will not be paid by Yarm Town Council.
- 4 A Meeting for the Finance Sub Committee was agreed as 1st September 2009 at 7.00 p.m.
- 5 It was agreed that Mr Addison, The Ratepayers Representative will cover for the Clerk while she is on holiday from the 29th July 2009 to the 7th August 2009 inclusive.
- 6 It was agreed that the cheques for payments over the holiday period will be signed on the 16th of August and the Clerk will produce the list of accounts for payment on that date.
- 7 It was agreed that the remedial work following the annual tree survey should take place at a cost of £2700 +VAT. The Clerk will instruct Premier Tree Services to carry out the work.

A12 PL PLANNING

- 1 A report on planning prepared by Cllr. Webster was discussed and noted.

A12 C CEMETERY

- 1 Cllr Simpson raised a concern regarding a broken and upturned bench in the closed cemetery. The Clerk is to obtain quotes for the repairs.

A12 R RECREATION

1. The 2009 Gala was well attended and entries to the bell boating numbers had increase on previous years. A spread sheet showing the costs and expenditure was produced and circulated. The overall cost to Yarm Council for this years Gala was £139.29 this was due to some last minute replacements for the entertainment. The event would otherwise have been self financing. A video of the Steam Boat Event is available upon request. The farmers market was a great success and consideration will be given to holding the farmers market on a more regular basis possibly the 1st Sunday of every month. The amount raised from the air ambulance collection has yet to be confirmed. Thanks were given to everyone who had been involved with the organisation of the Gala. The Clerk confirmed that she had written letters of thanks to all event participants.
2. Cllr Simpson informed the Council Silke Magens from New Zealand will be visiting Yarm on the 30th July 2009. Councillors were invited to attend the meeting on the 31st of July at 6.30 p.m. in Yarm Town Hall to receive and exchange gifts. Member of the Yarm Civic Society and Yarm Twinning group will also be present. Silke is investigating the twinning of Whangarei with Yarm in the future and has informed Cllr Simpson that she has a clock from Yarm in the Clapham Museum, situated in New Zealand.

A12 A ALLOTMENTS

1. Discussions took place over the car parking proposals which will impact on the allotments and cemetery area.
2. A copy of a petition signed by 12,000 people to stop the development of the allotments and cemetery areas as car parking was presented to Councillors.

During debate it was proposed by the Chairman and agreed by the Councillors that a vote be taken on two motions:

Motion One: *‘that the consultation process by Stockton Borough Council cease on the grounds of a flawed survey and plans. The survey is therefore ambiguous being flawed in content and in distribution. It does not give a clear indication as to the areas involved in the use of the car parking proposals and will not portray a true representation of the people of Yarm’.*

This motion was passes unanimously.

Motion two: *‘That Yarm Town Council vote no to taking allotment or cemetery land for use of a car park’* This motion was passes unanimously.

The Clerk was instructed to write to Stockton Borough Council informing them of these decisions and to issue a press release on this matter.

- 3 Cllr Mrs. Simpson suggested that Yarm Town Council should seek legal advice to safeguard the allotment and cemetery land for ever to prevent the land ever being used as a car park. The Clerk was instructed to seek legal advice from David Bond of Stockton Borough Council.

A12 H HIGHWAYS AND TRANSPORT/ENVIRONMENT

Nothing to report.

26 ARTICLES FOR WEBSITE

- 26.1 Members agreed to post the minutes of the Council meeting held on 09th June, 2009, on the Gazette web site.

27 TO RECEIVE ITEMS FOR INFORMATION AND CONSIDERATION FOR THE NEXT AGENDA

- 27.1 No information was received for information or consideration for the next agenda.

There being no further business, the meeting closed at 9:35 p.m.

**Minutes of a Meeting of Yarm Town Council held
in the Town Hall at 7:30 pm on Tuesday 8th September, 2009**

PRESENT: Cllrs Hadlow (chair) Hornby, Mc Nichol, Mrs. Simpson, Suddes and Mrs. Whitehill.

APOLOGIES FOR ABSENCE: Cllrs: Neil, Miss Sherwood, Webster; and Whyte.

28 MINUTES

28.1 The minutes of the previous meeting held on 09th June, 2009 were agreed with the following amendments:

Matters arising 21.2 Item 16.2 “It was confirmed that flowers and seating not on the bridge as they had been thrown into the river” to be replaced with “It was confirmed that flowers and seating are not put on the bridge as they could be thrown into the river” .

A12A item 2 “A copy of a petition signed by 12,000” to be replaced with “A copy of a petition signed by 1,200”.

29 DECLARATION OF INTERESTS

29.1 Cllr Hadlow & White declared a personal and prejudicial interest in item (c) of Policy and Resources on the agenda as knowing the owners of the printing companies.

29.2 Cllr Hornby and Mrs. Whitehill declared a personal and prejudicial interest in item 7 Correspondence (c) on the agenda, a grant request for an international guide visit.

30 MATTERS ARISING

30.1. Item 21.3 The Clerk confirmed that she had written to the members of the Yarm Fellowship Hall inviting them to attend the September meeting and to discuss the deferred insurance charges, the review of the rent and marketing of the Fellowship Hall. This meeting was deferred to a later date following sickness to a member of the Fellowship Hall.

30.2 Item 21.4 The Clerk confirmed that she had monitored the contractor for the regularity and quality of the work carried out on the open spaces contract and in particular on the Willie Flatts Play Field. The Clerk had met with the contractor on site to inspect and discuss improvements to the work. The cutting is currently carried out on fortnightly basis although discussions took place as to whether or not during the summer months cutting would have been better on a weekly basis with reduced cuts later in the year. The strimming of various areas also needed to be addressed in line with the contract. Marking of the football pitch is not currently included in the open spaces ground maintenance contract and this may need to be addressed or considered as additional work.

30.3 Item 24.3 The Clerk confirmed that a donation of £250 had been made to Yarm Angling Club for to the twinning visit of UPBL.

30.4 The Clerk confirmed that she had invited the chairman or a representative from Network Rail to attend the meeting to discuss the problem of hogweed on the railway embankments. The invitation had been declined.

Network Rail did however carry out spaying on the embankments and e-mailed the Clerk to say that they will attempt to provide a cyclical programme on the embankments to correspond with the spaying programme currently undertaken by Yarm Town Council and Stockton Borough Council.

- 30.5 **A12 PR** Item 4 The Clerk confirmed she had instructed Premier Tree Services to carry out work as agreed.
- 30.6 **A12 C CEMETERY** Item 1 The Clerk confirmed that she had requested quotes regarding a broken and upturned bench in the closed cemetery. This work is now completed.
- 30.7 **A12 A ALLOTMENTS** Item 2 The Clerk confirmed that she had issued a press release as instructed stating that *“Yarm Town Council vote no to taking allotment or cemetery land for use of a car park”*
- Item 3 The Clerk confirmed that she had sought legal advice from David Bond of Stockton Borough Council, The National Association of Local Clerks and Merrit Solicitors as directed regarding the safeguarding of the allotment and cemetery land for ever and to prevent the land ever being used as a car park. David Bond was unable to advise. NALC stated that the allotments are protected already and it would need authorisation from the Secretary of State before consideration could be given to a change of use and Paul Johnson of Merrit Solicitors informed the Clerk that Yarm Town Council cannot write anything into deeds while they retain the deeds but they can add a clause if they ever sell the allotments or pass them to a third party.
- 30.8 Cllr. Mrs. Simpson reported that Silke Magens visit from Whengari, New Zealand to Yarm on the 30th July 2009 was well attended. Cllr Mrs Simpson exchanged gifts with Silke Magens and received the Clapham Clock which is now on display in Yarm Town Hall. The guests were accommodated by Mr and Mrs Monck in Yarm and had several outings with Cllr. Mrs Simpson and Mr & Mrs Monck. The Clerk is to write a letter of thanks to Whengari.
- 30.9 The Council agreed to the Clerk attending a training course on VAT to be held in Newcastle on 3rd March 2010.
- 31 CONFIRMATION OF WEIGH AND TOLL COMMITTEE MINUTES**
- 31.1 The minutes of the Weigh and Tolls Committee meeting held on 14th July, 2009, were accepted as a true and accurate record.
- 32 ACCOUNTS**
- 32.1 The Yarm Town Council accounts received for payment were presented and agreed along with the following additional payments:-
£598.99 to Harding Gardens for the August Grounds Maintenance Contract.
£34.41 for Yarm & District Garden Association for a new strimmer head.

- 32.2 The approval of the Finance Sub-committee minutes held on 1st September were deferred to the next meeting.
- 32.3 The changes to the Annual Return for the year ending 31st March 2009 as requested by the External Auditor were approved.
- 32.4 The revised charges for grave digging fees requested by Mr D Dale were agreed. The charge has increased from 1st September 2009

33 CORRESPONDENCE

- 33.1 The correspondence list for the week ending 1st September, 2009, was noted.
- 33.2 A letter on car parking from a local resident was noted.
- 33.3 Cllrs. Hornby and Whitehill left the room. It was agreed that a donation of £50 be made for an international guide visit. This was proposed by Cllr Suddes and seconded by Cllr Simpson. Cllrs. Hornby and Mrs. Whitehill returned to the room.
- 33.4 A request for sponsorship from the Durham Union Society was declined.
- 33.5 The Tees Valley joint minerals and waste development plan documents were noted
- 33.6 The response from Network Rail regarding the problems of Hogweed on the embankment was noted.
- 33.7 An invitation from the Yarm Angling Club to a dinner dance held at the Parkmore Hotel will be attended by Cllr. Mrs. Simpson.
- 33.8 A letter from Harding Gardening Services was discussed. It was agreed that the payment for the Open Spaces Grounds Maintenance Contract can be paid over twelve equal instalments on a monthly basis.

34 PUBLIC SESSION

- 34.1 Following concerns raised by a member of the public about the Hog Weed in Yarm, thanks were received for the efforts made in trying to eradicate the problem.
- 34.2 A member of the public raised concerns that comments in Gossip magazine did not relate fairly to Yarm. The Member of the public was informed that the column in Gossip magazine was written by Yarm ward councillors on Stockton Borough Council.

A12 PR POLICY AND RESOURCES

- 1 A casual vacancy for the post of Member of the council was noted.
- 2 A discussion took place regarding the forthcoming elections The date for nominations is the 10th September 2009.
- 3 It was agreed unanimously that no polling cards will be required for the election. The Clerk was instructed to write and inform officials of Stockton Borough Council the decision.
- 4 Cllr Hadlow left the room and members considered the estimates for the Yarm Town Logo. It was decided that the Clerk should query whether or not Yarm Town Council will have absolute and unfettered use of the logo. Once this information has been considered the Clerk will leave the brochures in the Town Hall for Councillors to look at. Cllr Hadlow returned to the room.
- 5 Discussions took place regarding the professional image of Yarm Town Council. It was agreed that a website needed to be maintained and updated

regularly. The Clerk expressed her concerns in her lack of ability to carry out this task. The Council agreed a budget of £50 for training for the Clerk.

- 6 It was agreed that an annual allowance of £250 for working from home be paid to the Clerk in line with the Local Government Financial Provisions Act 1963 s5.
- 7 It was agreed that a sum of £500 be donated to the Yarm Twinning Association and a further £500 be identified for Civic duties. It was further agreed that all expenditure for Civic Duties must be identified and approved by the Council before expenditure takes place and receipts must be produced before expenses can be claimed. Cllr Mrs. Simpson questioned why there were no minutes were produced as an agenda item for the meeting held on the 17th August. The Clerk explained that notes had been taken but as it was classed as a closed and confidential meeting the Clerk had been instructed by the Chairman that it was not necessary to produce minutes. Cllr Simpson informed the Clerk that minutes should always be presented and this was noted by the Clerk for future reference. A discussion took place regarding the reason's why the Clerk had been instructed not to minute the meeting and it was acknowledged that all future meetings should be minuted and circulated. Cllr Hornby requested the Clerk takes advice on this matter.

A12 PL PLANNING

- 1 A report on planning prepared by Cllr. Webster was discussed and noted. The Clerk was instructed to write to the planning department objecting to application 09/1723/LA –wind turbines, 09/1865/ADV – Illuminated signs and a grant of a licence for 48a high street-noise.

A12 C CEMETERY

- 1 Cllr Whithill update the Council on the progress of the Cemetery extension. Kirklevington Grange Prision service will clear the pathway at the top of the allotments on the week commencing 12th October 2009. A chipping service for the removal of waste was agreed at a sum of £150.
- 2 The removal of conifers on a grave in the Yarm Cemetery was agreed. The Clerk to obtain quotes for the work.
- 3 A meeting is to be arranged for the Cemetery sub-committee to discuss the needs and use for the cemetery extension area.

A12 R RECREATION

1. Discussion of the gala's charity expenses was deferred to the next meeting.

A12 A ALLOTMENTS

1. The Councillors accepted the amendments to the rules and regulations for the Yarm Allotments. The Clerk was instructed to send the new regulations and a leaflet from Stockton Borough Council on poultry keeping to all tenants. The information will accompany the annual rent request.

A12 H HIGHWAYS AND TRANSPORT/ENVIRONMENT

1. A response from the National Association of Local Councils solicitor regarding the safeguarding of the allotment and cemetery land for ever to prevent the land ever being used as a car park, was noted.

2. A date for an extraordinary meeting to discuss the outcomes of the public consultation by Stockton Borough Council on Car Parking in Yarm was deferred to the next meeting.

35 ARTICLES FOR WEBSITE

- 35.1 Members agreed to post the minutes of the Council meeting held on 14th July, 2009, on the Gazette web site.

36 TO RECEIVE ITEMS FOR INFORMATION AND CONSIDERATION FOR THE NEXT AGENDA

- 36.1 Nothing was received for information or consideration for the next agenda.

There being no further business, the meeting closed at 9:25 p.m.

**Minutes of a Meeting of Yarm Town Council held
in the Town Hall at 7:15 pm on Tuesday 13th October, 2009**

PRESENT: Cllrs Hadlow (in the chair) Hornby, Miss Sherwood, Mrs. Simpson, Webster; and Whyte.

APOLOGIES FOR ABSENCE: Cllrs: Neil, Mc Nichol, Suddes, and Whitehill.

37 MINUTES

37.1 The minutes of the previous meeting held on 8th September, 2009 were agreed with the following amendments:

A12A item 7 should include “It was further agreed that all expenditure for Civic Duties must be identified and approved by the Council before expenditure takes place and receipts must be produced before expenses can be claimed”.

38 DECLARATION OF INTERESTS

38.1 Cllr’s Hadlow & White declared a personal and prejudicial interest in item (c) Policy and Resources on the agenda as knowing the owners of the printing companies and having requested the quotes for the Council.

39 MATTERS ARISING

39.1. A12 PR policy and resources Item 3. The Clerk confirmed that she had informed Stockton Borough Council that no polling cards were required for the election.

39.2 A12 PR policy and resources Item 7 The Clerk confirmed that she had taken advice regarding the production of notes and minutes during discussion meetings and closed meetings and could confirm that minutes or notes should always be taken and produced for the members attending the meeting.

39.3 A12 PL planning. The Clerk confirmed that she had written to Stockton Borough Council as instructed objecting to application 09/1723/LA –wind turbines, 09/1865/ADV – Illuminated signs and a grant of a license for 48a High Street-noise.

39.4 A12 A Allotments item 1. The Clerk confirmed that she had sent the new regulations, a leaflet from Stockton Borough Council on poultry keeping and a request for the allotment rents to all tenants.

40 CONFIRMATION OF WEIGH AND TOLL COMMITTEE MINUTES

40.1 The minutes of the Weigh and Tolls Committee meeting held on 8th September, 2009, were accepted as a true and accurate record.

41 ACCOUNTS

41.1 The Yarm Town Council accounts received for payment were presented and agreed along with the following additional payments:-

- i. Stockton Borough Council the sum of £149.50 for the October cleansing of Willey Flatts Field
- ii. Stockton Borough Council the sum of £448.16 for the Pest Control on the allotments.

- 41.2 The report on the Annual Return for the year ending 31st March 2008 from the External Auditor and the comments made in the Issues Arising report were agreed.
- 41.3 Consideration of the minutes of the Finance Sub-Committee held on 1st September 2009 were deferred to the next meeting.
- 41.4 The quotes for the thinning and lowering of the hedge surrounding the Worsall Road Allotment were considered. It was agreed that the work will be carried out by Mr Chapman at a sum of £350.

42 CORRESPONDENCE

- 42.1 The correspondence list to the week ending 1st October, 2009, was noted.
- 42.2 A letter from the owner of Artemis Hair Salon regarding the Christmas lights outside of the property was noted. The Clerk was instructed to liaise with the owner to assess the situation before reporting back to the next meeting.
- 42.3 The consultation on the consolidation of Council Tax demands were discussed. It was agreed that the proposals would clarify charges and the Council supported the proposed format. The Clerk is to inform NALC of the decision
- 42.4 A letter from the Yarm Twinning Association thanking the Council for their support was noted
- 42.5 The Development Framework Plans from Hambleton District Council was noted.
- 42.6 A request from the Tees Credit Union to hold a promotional stall in Yarm High Street on 16th and 18th of October 2009 was accepted with the casting vote in favour of the decision being made by the Chairman.
- 42.7 The documents from the Tees Valley Joint Minerals and Waste Development Plan Documents were noted

43 PUBLIC SESSION

- 43.1 A member of the public requested that the topographical survey be made available to the Allotment Association. The Clerk was instructed to forward a copy to the plans to the Allotment Association.

A12 PR POLICY AND RESOURCES

- 1 The Clerk informed the Council that notices of an election had been posted in the appropriate places.
- 2 Cllrs Hadlow and Whyte left the room and members considered the estimates for the Yarm Town Logo. It was decided unanimously that the logo produced free of charge by Cognition Media Ltd should be used as the official logo of Yarm Town Council. The Clerk was instructed to inform the company of the decision and to request a colour version also be made available for use as a business logo.
- 3 Discussions took place regarding the professional image of Yarm Town Council. It was agreed that a website needed to be maintained and updated regularly. The Clerk was instructed to obtain quotes from companies to manage the hosting of the site.
- 4 It was agreed that upon completion of a coloured logo, a ream of embossed headed paper should be purchased and used for official letters.

- 5 The forms circulated for the register of interest, gifts and hospitality were noted.

A12 PL PLANNING

- 1 A report on planning prepared by Cllr. Webster was noted.

A12 C CEMETERY

- 1 Cllr. Mrs Simpson updated the Council on the progress of the Cemetery extension. Kirklevington Grange Prison service had begun to clear the pathway at the top of the allotments. Another site visit will need to be arranged once the clearance work is completed. The planned extension had already been approved. If the area is to be used for anything other than a burial area the proposals will be subject to a public consultation. The trees in the extension area were originally planted to break up the soil and should be removed. A Cemetery Sub Committee meeting will need to be arranged in January 2010.
- 2 The use of the Cemetery extension was deferred until the January meeting.
- 3 Yarm Town Council expressed their thanks to the Allotment Association for volunteering to dispose of the debris free of charge following the clearance of areas in the allotments and Yarm Cemetery by the Kirklevington Grange Prison Service.
- 4 The Clerk requested a sum of £25 be made available to pay for the dinners of the Prison service workers following the clearing work in the Cemetery. This amount was proposed by Cllr. Mrs. Simpson and seconded by Cllr. Hornby.
- 5 An e-mail from a resident in Yarm raising concerns over the loss of areas for wildlife in the cemetery was noted. The Clerk was instructed to respond to the e-mail.
- 6 The Clerk was instructed to write a letter of thanks to the Vineyard Church and the pupils of Conyers School for their participation in a community day where litter picking and path clearing took place.

A12 R RECREATION

1. It was agreed that a donation of £190 be made to Yarm Lions for their help during the 2009 Yarm Gala. This was proposed by Cllr Simpson and seconded by Cllr Hornby.
2. Fred Folly's field in West Street was discussed. The contract to keep the area maintained is held by Stockton Borough Council. The Clerk was instructed to write and request that the area be cleared of moss and overgrowth.

A12 A ALLOTMENTS

- 1 The Councillors agreed to defer a payment of rent to December 2009 following a request from an allotment holder. It was agreed that any requests for deferred payments of rent will be treated individually dependant upon merit.

A12 H HIGHWAYS AND TRANSPORT/ENVIRONMENT

1. A request from the Yarm Medical Centre to extend the lease on the existing medical centre was discussed. It was agreed that the planning proposals are

the responsibility of Stockton Borough Council. Extension to the lease will be considered at the planning stage. It was agreed in theory that the lease be extended to ninety nine years subject to satisfactory planning permission and legal advice. Yarm Town Council will need to take advice from the Valuation Agency Auditor regarding valuation and compensation for the extension of the lease from 30 years to 99 years.

2. The minutes of a meeting regarding Car Parking were noted
3. Cllr Mrs Simpson informed the Council that she had attended a meeting on Car Parking and that Stockton Borough Council had stated that no capital was available for the building of a car park in Yarm.
4. The date for an extraordinary meeting to discuss the outcomes of the public consultation by Stockton Borough Council on Car Parking In Yarm to be held 20th October 2009 at 7.00 p.m. in the Town Hall was noted.

44 ARTICLES FOR WEBSITE

- 44.1 Members agreed to post the minutes of the Council meeting held on 8th September, 2009, on the Gazette web site.

45 TO RECEIVE ITEMS FOR INFORMATION AND CONSIDERATION FOR THE NEXT AGENDA

- 45.1 Nothing was received for information or consideration for the next agenda.

There being no further business, the meeting closed at 8:45 p.m.

**Minutes of a Meeting of Yarm Town Council held
in the Town Hall at 8:10 pm on Tuesday 10th November, 2009**

PRESENT: Cllrs Hadlow (in the chair) Hornby, Neil, Mc Nichol, Mrs. Simpson, Smith, Suddes, Webster; and Whitehill

APOLOGIES FOR ABSENCE: Cllrs: Miss Sherwood, and Whyte

46 MINUTES

46.1 The minutes of the previous meeting held on 13th October, 2009 were agreed as a true and accurate record.

47 DECLARATION OF INTERESTS

47.1 No declarations of interests were declared.

47.2 Cllr Paul Smith signed the acceptance of office and declaration of interest forms.

48 MATTERS ARISING

- 48.1 Item 42.2 the Clerk confirmed that she had contacted the owner of Artemis Hair Salon regarding the Christmas lights outside of the property and is liaising with the owner to assess the situation.
- 48.2 Item 42.3 the Clerk confirmed that she had informed NALC of the Councils support of the consolidation of Council Tax demands.
- 48.3 A12PR Item 2 the Clerk confirmed that she had informed Cognition Media of the decision to use an agreed Yarm Town Council business logo and the Clerk has requested a quote for coloured letter heads
- 48.4 A12PR Item 3 the Clerk confirmed that request for quotes for website hosting management is ongoing.
- 48.5 A12C Item 5 the Clerk confirmed that she had written to the resident explaining the reasons for the clearance of the Cemetery in relation to the wildlife
- 48.6 A12C Item 6 the Clerk confirmed that she had written a letter of thanks to Vineyard Church and the pupils of Conyers School for their participation in a community day where litter picking and path clearing took place.
- 48.7 A12R Item 2 the Clerk confirmed that she had written to SBC regarding Fred Folly's field and requested that the area be cleared of moss and overgrowth.
- 48.8 A12 H Item 39.2 Notes of the meeting with Stockton Borough Council held on 17th August 2009 should be presented to the next Council meeting for approval.
- 48.9 A12 H Cllr. Mrs. Simpson stated that she would be bringing an item up for Discussion under Policy and Resources.

49 CONFIRMATION OF WEIGH AND TOLL COMMITTEE MINUTES

49.1 The minutes of the Weigh and Tolls Committee meeting held on 13th October, 2009, were accepted as a true and accurate record.

50 ACCOUNTS

50.1 The Yarm Town Council accounts received for payment were presented and agreed along with one additional payment of £150 to TC Reay for hanging baskets for the Town Hall.

50.2 The minutes of the Finance Sub Committee meeting held 1st September 2009 were accepted as a true and accurate record.

51 CORRESPONDENCE

- 51.1 The correspondence list to the week ending 4th November, 2009, was noted.
- 51.2 The amendments to the Parish boundaries were noted.
- 51.3 A letter of thanks from Sarah Bailey for the donation to the Guides trip was noted.
- 52.4 A letter of thanks from the Yarm Medical Centre was noted and the response to a request to write to the PCT supporting the funding of the new medical centre was noted in retrospect to the Clerks letter. The Council were fully supportive of this initiative.
- 51.5 A letter of thanks from the Yarm Twinning Association for the donation of £500 was noted.

52 PUBLIC SESSION

- 52.1 A member of the public stated that the plans for the Medial Centre would take land off the Brickyard Allotment. The Clerk was instructed clarify the position regarding this matter.
- 52.2 A member of the public raised concerns over global warming and requested that Yarm Town Council should have a plan in place towards alleviating the situation. It was suggested that the plan cover management of the land owned by the council, tree planting, better green areas and action to improve undergrowth for wildlife habitats. The Clerk was instructed to approach Stockton BC regarding their policies and to report back to the next meeting.
- 52.3 A member of the public raised a query that during the Riding of the Fair the Chairman had stated that a referendum had taken place on car parking in Yarm. The member of the public requested information on this disclosure. The chairman stated that a referendum is simply a consultation which had been concluded by Stockton BC on car parking. The member of the public queried why the consultation on a flawed document was being used to progress parking in Yarm. The Chairman stated that the consultation had generated a healthy debate on car parking and that Stockton BC is being proactive in looking for a solution. All questions can be put to Stockton BC during the public meeting on car parking once the date has been agreed. The Clerk was instructed to contact Richard Mc Gukin from Stockton BC and confirm when this date would be.

A8 PR POLICY AND RESOURCES

- 1 The minutes of the meeting held with the Fellowship Hall on 3rd November 2009 were accepted as a true and accurate record.
- 2 It was agreed that the proposal put forward by the Fellowship Hall Trust to make a donation of £300 towards the 2009 insurance premium be accepted with the remaining balance of £1,147 being waved.
- 3 It was accepted that a sensitivity analysis for the forth coming year will be presented by the Fellowship Hall Trust, to the Council
- 4 It was agreed that the rent for the Fellowship Hall be increased by 100% to two peppercorns, as from 1st August 2009.

- 5 It was agreed that the insurance premium for 2010 for the Fellowship Hall be made by monthly instalments commencing January 2010.
- 6 It was agreed that the entry in Wikipedia regarding Yarm be referred to the Yarm Civic Society for verification. The Clerk was instructed to forward the information onto the Civic Society for confirmation or alteration.
- 7 Cllr Mrs. Simpson stated that she had an item to raise and was stopped by Cllr Hadlow who stated that as there were no other items for discussion on the agenda and that Cllr Simpson should place the item on the next agenda for the next meeting. Cllr Simpson object to this and discussions took place over who was correct. The Clerk was asked to clarify the situation and responded by saying that to her knowledge any item could be discussed but not voted upon if it was not an agenda item. Cllr Hornby agreed with this answer. Cllr Mrs. Simpson stated that she though the Clerk was wrong and requested that she check the standing orders and report back to the next meeting.

A8 PL PLANNING

- 1 A report on planning prepared by Cllr. Webster was noted.

A8 C CEMETERY

- 1 Cllr. Mrs Whitehill gave an update on the cemetery. Cllr Mrs Simpson added that since the clearing of the perimeter fencing the Kirklevington Grange Prison Service had indicated that they had the man power and skills to lay a membrane path and provide an entrance through the perimeter fence in the cemetery into the cemetery extension. This would involve the cost of materials and the allotment association would be willing to help in this project during the winter months. The Clerk was instructed to price the materials and to report back to the Council. It was agreed that the tidying up of the cemetery extension and the removal of trees inside of the extension area may go ahead. A further sub committee meeting will be held in the New Year.

A8 R RECREATION

1. Nothing to report.

A8 A ALLOTMENTS

- 1 Cllr. Suddes requested that the Allotment Association meeting be moved from Tuesday 17th November to Monday 16th November 2009. This date was agreed.

A8 H HIGHWAYS AND TRANSPORT/ENVIRONMENT

1. The minutes of a meeting held on 22nd October 2009 on Car parking was agreed as a true and accurate record.

54 ARTICLES FOR WEBSITE

- 54.1 Members agreed to post the minutes of the Council meeting held on 13th October, 2009, on the Gazette web site.

55 TO RECEIVE ITEMS FOR INFORMATION AND CONSIDERATON FOR THE

NEXT AGENDA

55.1 Nothing was received for information or consideration for the next agenda.

There being no further business, the meeting closed at 9:15 p.m.

Signed, this 8th day of December, 2009

.....
Chairman

**Minutes of a Meeting of Yarm Town Council held
in the Town Hall at 7:55 pm on Tuesday 12th January, 2010**

PRESENT

Chairman: Councillor Hadlow

Councillors: Hornby, Neil, Mrs. Simpson, Miss Sherwood,
Suddes, Mrs. Whitehill, Whyte and Mr. Addison (Rate Payers Representative).

Clerk/Responsible Financial Officer: Mrs. M Milburn

APOLOGIES FOR ABSENCE.

Apologies for absence were received from or on behalf of Town Councillors Mc Nichol, Smith, and Webster.

56 MINUTES

56.1 The minutes of the previous meeting held on 8th December, 2009 were agreed as a true and accurate record.

57 CODE OF CONDUCT- DECLARATION OF INTERESTS

57.1 No declarations of interests were declared.

58 MATTERS ARISING FROM THE MINUTES ON 12TH JANUARY 2010

The following matters were raised:

A12 C CEMETERY

58.1 Item 1 The Clerk reported a meeting had been held with the Prison Service and Yarm Funeral Services to decide the best course of action for the cemetery proposals and is awaiting the cost of the work before reporting it back to council. This will be raised as an agenda item at a future meeting

CORRESPONDENCE

58.2 Item 60.3 The Clerk confirmed that she had e-mailed the person who had offered to manage the website and is awaiting information regarding the monthly charge. She had also requested a quote for redesigning the logo in colour, however the person concerned does not do logo designs so this will have to be considered further.

58.3 Item 61.6 The Clerk confirmed that she had written to Hambleton District Council informing them that the Council's original objection should be reflected during the planning appeal process

A8 PL PLANNING

58.9 Item 2 The Clerk confirmed that she had written to the correspondent from Goose Pastures informing him that the Council had agreed to the removal of the tree from the Rookery which was causing problems to a property in Goose Pastures.

A8 A ALLOTMENTS

59.0 Item 4 The thinning and lowering of the Worsall Road allotments hedge. The Clerk confirmed that she had approach one of the original contractors and requested that the remaining work is carried out as soon as possible dependant upon weather conditions. This will be at a cost of £475

Chairman.....

59 **CONFIRMATION OF WEIGH AND TOLL COMMITTEE MINUTES**

59.1 The minutes of the Weigh and Tolls Committee meeting held on 8th December, 2009, were accepted as a true and accurate record.

60 **ACCOUNTS**

60.1 The Yarm Town Council accounts received for payment were presented and agreed with authorisation granted for one additional payment of £95.00 to Stockton Borough Council for a continuous planning application for the Town Hall banners.

60.2 The report on the 2009/2010 estimated outturns and balances as presented were discussed and agreed.

60.3 The draft precept as presented was debated and agreed at £86,550. A further £5,000 was allocated to events bringing the total precept for 2010/2011 to £91,550. The additional £5,000 was proposed by Councillor Whyte and seconded by Councillor Sherwood.

61 **CORRESPONDENCE**

61.1 The correspondence list to the week ending 4th January, 2009, was noted.

61.2 The allotments regeneration news letter was noted.

61.3 The Tees Valley Rural Community news letter was noted.

61.4 The Hambleton District Council local development framework submission allocations development plan documents were noted.

62 **PUBLIC PARTICIPATION**

62.1 Discussions took place over why Yarm Town Council should pay for the use of the Fellowship Hall for the public meeting with Stockton Borough Council regarding the parking consultation. It was resolved that the Council would only pay if this was the only way the meeting could go ahead. The resolution was proposed by Councillor Whitehill and seconded by Councillor Sherwood.

62.2 A member of the public queried the policies on the environment and global warming as discussed at the meeting 8th December 2009. The Chairman informed the member of the public that he had the relevant documentation and would report his findings back to the next meeting.

62.3 A member of the public raised concerns about the parking situation in Bentley Wynd. Since building work has begun in Yarm School the contractors and pupils have been requested not to park in the school grounds and are instead taking up any available spaces. The pupils have been approached by the member of the public who was informed that they were unable to park else where. Resolved. The Clerk should write to the Head Teacher of the school informing him of the situation and forward a suggestion form the member of the public that a park and ride scheme be introduced from the Yarm Playing field.

Chairman.....

A9 PR POLICY AND RESOURCES

- 1 As the member of the public who suggested he could manage the website free of charge was unable to commit, the quotes obtained previously were discussed. It was resolved that the contract be awarded to company A, CPC Computing at a cost of £100 set up fee and £20 per month maintenance fee. The Clerk to instruct the company accordingly.
- 2 The Clerk was instructed to seek quotes for the redesign of coloured letter heads using a format that is transferrable to the web and paper based needs.

A9 PL PLANNING

- 1 A report on planning prepared by Cllr. Webster was noted.

A9 C CEMETERY

- 1 Cllr. Mrs Whitehill gave an update on the cemetery.
- 2 Information to be given by Mr Mc Ginley of Yarm Funeral Services was deferred to the next meeting.

A9 R RECREATION

1. Keith Mathews from Stockton Borough Council attended the meeting and gave a brief presentation on available funding for a play area in Yarm for a cohort aged 8-13 years. Councillors were requested to consider the needs of play equipment for the community.
Councillors Mrs. Simpson and Whyte volunteered to be the contact for Yarm Council and to liaise with Stockton Borough Council

A9 A ALLOTMENTS

- 1 The Clerk informed the Council that all rent for the allotments with the exception of allotment number W23 had been collected. Councillor Whitehill is to contact the gentleman concerned regarding the outstanding rent and report her findings back to the Clerk.
- 2 A break in at the allotment has been reported to the police.
- 3 Authorisation was given for the purchase of a new security light at a cost of approximately £10.

A9 H HIGHWAYS AND TRANSPORT/ENVIRONMENT

1. A public meeting is to be held by Stockton Borough Council to discuss the outcomes of the Parking Consultation. The meeting will take place on Monday 25th January 2010 at 6.30 pm in the Yarm Fellowship Hall. The Council was informed that the hall had been booked and would be charged to Yarm Town Council. The Clerk is to discuss this with Richard McGuking of Stockton Borough Council. It was agreed that the charge for the hire of the hall should be made to Stockton Borough Council and if Stockton Borough Council refuse to pay the charge will revert back to Yarm Town Council.
2. The owner of the former Campbell's garage has offered the site for parking until he is ready to proceed with the development. The Clerk was instructed to contact Stockton Borough Council regarding the use of the site for parking

Chairman.....

63 ARTICLES FOR WEBSITE

- 63.1 Members agreed to post the minutes of the Council meeting held on 12th January, 2010, on the Gazette web site.
- 63.2 An update regarding the Green Infra Structure Strategy proposals were deferred to the next meeting.

64 TO RECEIVE ITEMS FOR INFORMATION AND CONSIDERATON FOR THE NEXT AGENDA

64.1 Nothing was received for information or consideration for the next agenda.

There being no further business, the meeting closed at 9:30 p.m.

Signed, this 9th day of February, 2010

Chairman.....

Clerk.....

Date.....

Date.....

**Minutes of a Meeting of Yarm Town Council held
in the Town Hall at 7:22 pm on Tuesday 9th February, 2010**

PRESENT

Chairman: Councillor Hadlow

Councillors: Hornby, Mc Nichol, Neil, Mrs. Simpson, Miss Sherwood, Smith, Suddes, Webster, and Mrs. Whitehill.

Clerk/Responsible Financial Officer: Mrs. M Milburn

APOLOGIES FOR ABSENCE.

No apologies for absence were received.

65 MINUTES

65.1 The minutes of the previous meeting held on 12th January, 2010 were agreed as a true and accurate record.

66 CODE OF CONDUCT- DECLARATION OF INTERESTS

66.1 No declarations of interests were declared.

67 MATTERS ARISING FROM THE MINUTES OF 12TH JANUARY 2010

The following matters were raised:

Item 62.3 A member of the public raised concerns about the parking situation in Bentley Wynd. Since building work has begun at Yarm School the contractors and pupils have been requested not to park in the school grounds and are instead taking up any available spaces. The pupils have been approached by the member of the public who was informed that they were unable to park elsewhere.

Resolved: The Clerk confirmed that she has written to the Head Teacher of the school informing him of the situation and forwarded a suggestion from the member of the public that a park and ride scheme be introduced from the Yarm School Playing field on Green Lane. A response was read out at the meeting highlighting that the situation is a temporary one and additional car parking within the school grounds will soon be available

A9 PR POLICY AND RESOURCES

- 1 As the member of the public who suggested he could manage the website free of charge was unable to commit the quotes obtained were discussed. It was resolved that the contract be awarded to company A, CPC Computing at a cost of £100 set up fee and £20 per month maintenance fee.

Resolved: The Clerk has instructed the company accordingly.

- 2 The Clerk was instructed to seek quotes for the redesign of coloured letter heads using a format that is transferrable to the web and paper based needs.

Resolved: The Clerk confirmed that she has obtained quotes as requested.

A9 H HIGHWAYS AND TRANSPORT/ENVIRONMENT

A public meeting was to be held by Stockton Borough Council to discuss the outcomes of the Parking Consultation. The meeting took place on Monday 25th January 2010 at 6.30 pm in the Yarm Fellowship Hall.

Chairman.....

The Council was informed at the previous meeting that the hall had been booked and would be charged to Yarm Town Council. **Resolved:** The Clerk confirmed that she had discussed the query with Richard McGuking of Stockton Borough Council and the hire of the hall will be paid by Stockton Borough Council.

68 **CONFIRMATION OF WEIGH AND TOLL COMMITTEE MINUTES**

68.1 The minutes of the Weigh and Tolls Committee meeting held on 12th January, 2010, were accepted as a true and accurate record.

69 **ACCOUNTS**

69.1 The Yarm Town Council accounts received for payment were presented and agreed with authorisation granted for two additional payments of £300 to Derek Dale for grave digging fees in January and £17.37 to Yarm and District Gardening Association for repairs to vandalised property and a security light.

70 **CORRESPONDENCE**

70.1 The correspondence list to the week ending 1st February, 2010, was noted.

70.2 Stockton BC proposed Permanent Vehicle Activated Signs on Worsall Road was noted

71 **PUBLIC PARTICIPATION**

71.1 A member of the public addressed the council with his concerns regarding the location of his late fathers grave. An e-mail had been circulated by the Clerk expressing the views of the deceased family regarding the disabled access for the grave and the limited space surrounding the grave. The Member of the public queried whether statutory duties had been adhered to and queried why plot locations had not been made available to his family prior to the funeral. The gentleman required a guarantee that no further burial would take place next to his fathers grave there by reducing access further. The Clerk responded by informing the Councillors that she had attended a meeting with the gentleman concerned and with Councillor Whitehill prior to the Council meeting and had informed the gentleman that she did not have authority to guarantee there would be no future burials in the area. Councillor Whitehill agreed that this meeting had taken place and that statutory requirements had been adhered to. The family had not informed the Clerk that disabled access was required and the Clerk had shown the gentleman an access route to the grave side which did not require anyone crossing over other peoples graves. It was also considered that the local funeral directors had a good knowledge of the rural cemetery and that they had not felt it necessary to inform the Clerk of restrictions. During the meeting at the Cemetery it had come to the Clerk's attention that a vase had been located at the bottom of a neighbouring grave. The Clerk confirmed that she would write to the family of the neighbouring grave requesting that the vase be relocated to allow more access for the grieving family.

Chairman.....

Resolved: The Clerk will write to the owners of the neighbouring grave requesting a relocation of the vase and inform the gentleman of any outcome from the letter. The Clerk will query future applications for burial enquiring if wheelchair access is required.

Councillor Neil joined the meeting at 7.40 p.m.

71.2 Discussions took place over the numbers of available burial spaces in Yarm Cemetery. The member of the public recalled being told six years ago that the life span of the cemetery would be ten years and queried why the Council needed to look at a cemetery extension. It was explained to the Member of the public that the rates of burials and spaces were estimates and that the life of the cemetery is coming to a natural end.

71.3 A member of the public queried why the existing cemetery had not been rodded to identify existing spaces. It was proposed by Councillor Suddes that the cemetery be rodded and this was seconded by Councillor Simpson.

Resolved: The Clerk will seek quotes for the rodding and planning of the cemetery land.

71.4 A member of the public queried why the allotment access road had been considered as an access road for the cemetery extension and why the allotment holders had not been considered during the planning stage.

Resolved: The allotment holders will be consulted during discussions regarding access and egress to the cemetery extension.

A10 PR POLICY AND RESOURCES

- 1 The quotes for the redesign of coloured letter heads using a format that is transferrable to the web and paper based needs were considered **Resolved:** A logo was agreed upon at a cost of £400 for the design and supply of stationary from company A, CPC Computing. The Clerk will inform the company accordingly.
2. The Model Publication Scheme for Yarm Town Council was considered with minor changes. **Resolved:** The Clerk is to change one telephone number, query one telephone number and include charges for searches on graves into the documentation before publishing the document.
3. A request from the Clerk that a model of reports is adopted and that reports are received by the Clerk one week prior to the publication of the agenda was considered and agreed.

A10 PL PLANNING

- 1 A report on planning prepared by Cllr. Webster was noted with one objection: Planning Application No. 10/0128/ADV. Proposal: Application for the erection of a 5m high single face double post mounted internally illuminated sign located at the rear of shop entrance
Location: Healaugh Park. The Town Council considered all of the information and plans provided in respect of planning application and

Chairman.....

objected to the location of the sign, that is too close to a residential property and on historical basis that the public house in the same area was declined an illuminated signage for the same reasons. Resolved: The Clerk was instructed to write objecting to the application.

A10 C CEMETERY

- 1 Cllr. Mrs Whitehill gave an update on the cemetery informing the Councillors of a meeting held with the Prison Services and Mr Colin McGinley of Yarm Funeral Services. The Prison Service will consider the project and report back to the Clerk the materials required to complete the work for the access and egress route for the Cemetery extension.
- 2 Mr Mc Ginley of Yarm Funeral Services attended the meeting to offer his advices on the access, egress and the cemetery extension from the perspective of a funeral director. The copse of trees was suggested as a useful venue for a woodland burial area. The access route was discussed and it was felt that the path would need to be suitable for the use of a bier given the location of the extension to the location of the road. Mr McGinley suggested tarmac be used rather than chippings for the path. It was also suggested that the sides of the path be planted with shrubbery or pots which could act as a memorial to loved ones and bring in revenue. One side of the pathway could also be used for cremated remains. It was felt that a turning circle would not be necessary for a hearse, as the coffin could be removed at the top of the extension pathway and the hearse could turn at the chapel. A hedge or metal fencing would also need to be considered to separate the cemetery extension from the allotment land. It may be possible that the access road will be used by allotment holders and the cemetery but this will need to be explored further. The Chairman thanked Mr McGinley for his input into the meeting

A10 R RECREATION

1. The minutes of the Events meeting held 19th January 2010 was agreed as a true and accurate record.
2. Proposals for Yarm Town Gala were deferred to the next meeting. A Gala budget will be required for the update meeting.
3. The 2010 Yarm Fair was discussed. It was suggested by Councillor Smith that The owners of the Bed and Breakfast business in Yarm High Street should also be invited to the ridings of the Fair. **Resolved:** The Clerk to include them in the invitations to the ridings.
4. The Stockton-on-Tees Borough Council adopted Open Space, Recreation and Landscaping Supplementary Planning Document (SPD) was noted.

A10 A ALLOTMENTS

- 1 Councillor Suddes informed the Council that there are currently sixty one people on the waiting list for allotments and two vacant plots.
- 2 Councillor Suddes informed the Council that the debris from the cemetery clearance has been disposed of by the allotment holders.
- 3 A letter of thanks from a Yarm resident regarding the lowering of the Worsall Road allotment hedge was noted.

Chairman.....

A10 H HIGHWAYS AND TRANSPORT/ENVIRONMENT

- 1. An update regarding the Green Infra Structure Strategy proposals was noted.
- 2. The report on the A1044 Green Lane-speed limit amendment was noted.
- 3. A meeting with Stockton Borough Council regarding the car parking consultation in Yarm was well attended.

72 ARTICLES FOR WEBSITE

- 72.1 Members agreed to post the minutes of the Council meeting held on 12th January, 2010, on the Gazette web site.

73 TO RECEIVE ITEMS FOR INFORMATION AND CONSIDERATON FOR THE NEXT AGENDA

- 73.1 Nothing was received for information or consideration for the next agenda.

74 To confirm the date of next Meeting of the Town Council

- 74.1 The date of next Meeting of the Town Council was confirmed as Tuesday 9th March 2010

There being no further business, the meeting closed at 8:48 p.m.

Signed, this 9th day of March, 2010

Chairman.....

Clerk.....

Date.....

Date.....

**Minutes of a Meeting of Yarm Town Council held
in the Town Hall at 7:33 pm on Tuesday 13th March, 2010**

PRESENT

Chairman: Councillor Hadlow

Councillors: Hornby, Mrs. Simpson, Smith, Suddes, Webster, Mrs. Whitehill, and Whyte.

Clerk/Responsible Financial Officer: Mrs. M Milburn

APOLOGIES FOR ABSENCE.

Councillors: Mc Nichol and Miss Sherwood.

75 MINUTES

75.1 The minutes of the previous meeting held on 9th February, 2010 were agreed as a true and accurate record.

76 CODE OF CONDUCT- DECLARATION OF INTERESTS

76.1 No declarations of interests were declared.

77 MATTERS ARISING FROM THE MINUTES OF 12TH JANUARY 2010

The following matters were raised:

71.1 Relocation of a vase from the foot of a grave. The Clerk has written to the family requesting that the vase be relocated and is awaiting a response.

71.3 The rodding of the cemetery. The Clerk instructed Mr Ian Sangster to rod areas B4 and C2 at a cost of £80.00, and this has identified additional grave spaces within these area.

A10PR POLICY AND RESOURCES

- 1 The quotes for the redesign of coloured letter heads and logo. The Clerk informed the company of the required logo and instructed the company to proceed with the order.
2. Queries regarding The Model Publication Scheme for Yarm Town Council. The Clerk confirmed that Councillors could choose to with hold their telephone numbers on public documentation as long as the number was not already in the public domain.

A10 PL PLANNING

1. Objection to Planning Application No. 10/0128/ADV. The Clerk confirmed that she had written to SBC and the planning application has since been withdrawn

78 CONFIRMATION OF WEIGH AND TOLL COMMITTEE MINUTES

78.1 The minutes of the Weigh and Tolls Committee meeting held on 9th February, 2010, were accepted as a true and accurate record.

79 **ACCOUNTS**

- 79.1 The Yarm Town Council accounts received for payment were presented and agreed with authorisation granted for additional payments of £72.50 for the planning application for continuous consent for displaying banners. £167.50 for the listed building planning application for advertising the 300 year anniversary celebration on the exterior of the Town Hall. £602.80 to The Card shop for photocopying charges and £310 to CK Metcalfe for strimming and cutting in Yarm Cemetery.
- 79.2 The year end annual transfer of funds between accounts for 2009/2010 was authorised.
- 79.3 The Petty Cash report for 2009/2010 was noted.
- 79.4 The council agreed to the increase in the fidelity guarantee insurance cover from £142,500 to £155,350 from the 1st April 2010.
- 79.5 The accounts of the Yarm Fellowship Hall Committee for the year ending 30th July 2009 were noted. Mr Addison thanked Yarm Town Council for their help and consideration of the Yarm Fellowship Hall financial affairs.

80 **CORRESPONDENCE**

- 80.1 The correspondence list to the week ending 1st March, 2010, was noted.
- 80.2 Additional correspondence from Stockton Borough Council regarding income of £3,500 for use of the land for restabilisation work at Sheepfoote Hill was noted. **RESOLVED:** The money will be ring fenced to improve the community at Sheepfoote Hill Proposed by Cllr. Smith and seconded by Cllr Whitehill.

81 **PUBLIC PARTICIPATION**

- 81.1 A member of the public queried the Councils draft environmental policy and the dates and location of the sub committee meetings. The member of the public was informed that the policy had not been adopted by the Councillors and no committee had been formed. **Resolved:** The Clerk to circulate the draft policy to all councillors for consideration at the next meeting.

A11 PR **POLICY AND RESOURCES**

- 1 Nothing was reported

A11 PL **PLANNING**

- 1 A report on planning prepared by Cllr. Webster was noted.

A11 C **CEMETERY**

- 1 Cllr. Mrs Whitehill gave an update on the cemetery informing the Councillors that the rodding of areas B4 and C2 has revealed eight possible double spaces which will need to be confirmed by the Clerk. **RESOLVED:** the Clerk will cross reference graves to identify reserved and current spaces.
- 2 A quote for the quantity of materials for the access path to the cemetery extension had been received from the Prison services by the Clerk. **RESOLVED:** The Clerk is to seek three quotes for the cost of the work.

- 3 Cllr Whitehill requested that the access and egress route through the allotments to the cemetery extension be placed on the agenda for the meeting of the Yarm and District Gardening Association. **RESOLVED**: The Clerk to add this item on the agenda for the meeting to be held 22nd March 2010.
- 4 Discussions took place regarding the purchase of a salt bin to be placed at the entrance of the Yarm Parish Church. Stockton Borough Council cannot supply the bin as it does not fit their criteria. Queries were made regarding liability if Yarm Town Council purchases the salt bin. **RESOLVED**: The Clerk is to contact the legal department regarding liability issues and report her findings to the next meeting.

A11 R RECREATION

1. Nothing was reported.
2. Updates for the Yarm Town Gala discussed and the draft budget was scrutinised and savings highlighted. There are no sponsors to date. The water sports, market stalls and Victorian fun fair bookings have been confirmed. Clearing of the parking bays were discussed. **RESOLVED**: The Clerk is to contact Stockton Borough Council and request that the High Street is cleared of vehicles and cordoned off in the appropriate areas on Saturday 19th June 2010. The Clerk is to correspond with the Yarm Chamber of Commerce informing them of the dates and arrangements and inviting their participation on the day.

A11 A ALLOTMENTS

- 1 Councillor Suddes informed the Council that there is currently one vacant plot. However there has been no success in contacting the person on the top of the waiting list to inform them of the vacancy. **RESOLVED**: The Clerk is to write to the applicant informing them that they will be moved down the waiting list if they do not respond within two weeks
- 2 Councillor Suddes informed the Council that there has been a complaint of fly tipping on one of the allotments and the same allotment is unkempt. **RESOLVED**: The Clerk is to write to the allotment holder making them aware of the rules and regulations on fly tipping and requesting an immediate tidy up of the allotment.
- 3 The hire of two small skips for the Brickyard allotment, over the Easter period at a cost of £120.00 was agreed.
- 4 The annual servicing of the strimmer was agreed.
- 5 Cllr Suddes informed members that a meeting of the Yarm and District Garden Association has been scheduled for Monday 22nd March 2010 in the Town Hall. Everyone is welcome to attend

A11 H HIGHWAYS AND TRANSPORT/ENVIRONMENT

1. Information provided by Stockton Borough Council regarding the closure of Leven Bridge was circulated and noted.

82 ARTICLES FOR WEBSITE

- 82.1 Members agreed to post the minutes of the Council meeting held on 9th February, 2010, on the Gazette web site.

83 TO RECEIVE ITEMS FOR INFORMATION AND CONSIDERATION FOR THE NEXT AGENDA

- 83.1 Nothing was received for information or consideration for the next agenda.

84 TO CONFIRM THE DATE OF NEXT MEETING OF THE TOWN COUNCIL

- 84.1 The date of next Meeting of the Town Council was confirmed as Tuesday 13th April 2010

85 TO CONFIRM THE DATE OF THE PARISH ASSEMBLY MEETING

- 85.1 The date of the Parish Assembly Meeting was confirmed as Tuesday 27th April 2010 at 7.00 p.m.

86. TO CONFIRM THE DEADLINE FOR COUNCILLORS REPORTS FOR THE PARISH ASSEMBLY MEETING

- 86.1 The deadline for Councillors reports for the Parish Assembly Meeting to reach the Clerk by Friday 17th April 2010.

There being no further business, the meeting closed at 8:45 p.m.