



**Thornaby Town Council**

**Council Meeting Minutes from meeting held on:  
Monday 28<sup>th</sup> April 2025 at 18.30  
At Thornaby Town Hall, Mandale Road, Thornaby, TS17 6AW**

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| <b>FC-25-579</b> | <b>NOTICE OF MEETING:</b><br><br>The notice convening the meeting was taken as read.                                                                                                                                                                                                           |
| <b>FC-25-580</b> | <b>IN ATTENDANCE:</b><br><br>Cllr Mark Fairbairn<br>Cllr Glenn Eastick (Vice Chairman)<br>Cllr John Flynn<br>Cllr Phil Genery<br>Cllr Steve Godwin<br>Cllr Les Hodge (Chairman)<br>Cllr Julie Hodge<br>Cllr Sylvia Walmsley<br>Cllr Steve Walmsley<br><br>Town Clerk Pam Danks – Minute taker  |
| <b>FC-25-581</b> | <b>APOLOGIES FOR ABSENCE:</b><br><br>Cllr Ian Dalgarno<br>Cllr Richard Eglington<br>Cllr Ray Godwin – Working<br>Cllr Tina Large. A notice of request for exemption. Should return to meetings July 2025<br>Cllr Mick Moore<br>Caretaker Rob Dunn<br><br><b>NO RESPONSE:</b><br>Not applicable |
| <b>FC-25-582</b> | <b>CODE OF CONDUCT:</b><br><br>Nothing noted or discussed.                                                                                                                                                                                                                                     |
| <b>FC-25-583</b> | <b>PUBLIC PARTICIPATION:</b><br><br>Thornaby Warm Welcome Rachel and John made a presentation as part of their Community Grant application.                                                                                                                                                    |

SIGNED TO CONFIRM ACCURATE:

A handwritten signature in black ink, appearing to be 'P. Danks'.

DATED: 12/5/25

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| FC-25-584 | <p><b>MINUTES OF MEETING:</b></p> <p>To resolve that the minutes of the following meeting minutes are a true and accurate record:</p> <p>Monday 24<sup>th</sup> March 2025</p> <p>Proposed: Cllr Sylvia Walmsley<br/>Seconded: Cllr Steve Walmsley</p> <p><b>IT WAS RESOLVED:</b> That the minutes dated 24<sup>th</sup> March 2025 were a true and accurate record.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| FC-25-585 | <p><b>MATTERS ARISING FROM PREVIOUS MINUTES:</b></p> <p>Aldermans robe has been repaired and cleaned and is now ready for display or wear.<br/><b>IT WAS RESOLVED:</b> That this item should be displayed on a tailors mannekin. Town Clerk to arrange purchase.</p> <p>Badges received. FOR DECISION: £1 per badge should cover cost for purchase.<br/><b>IT WAS RESOLVED:</b> That these should be made available for purchase at £1 per badge.<br/>Advertise on Social Media platforms that they are available and also sell at Thornafest and Thornaby show.</p> <ul style="list-style-type: none"> <li>• Thornaby silverware – return from Middlesbrough . No update. Also contacted Preston Park Museum and confirmed that they have no RAF silver items there.</li> <li>• Lantern broken pane replacement underway. Scaffolding will need to come down again and go up when we have a repair date which may be after VE evebt</li> <li>• TC Has purchased more picnic tables for displays, and foldable chairs for events.</li> <li>• Photos of the Councillors taken at last meeting now uploaded onto our website and some ID badges printed, with more to follow. Cllr Steve Godwin, Cllr Ray Godwin and Cllr Mick Moore still need to have theirs taken. Add to Agenda for next meeting</li> <li>• Harewood infants parking problems. No update. Add to Agenda for next meeting</li> <li>• Railway Terrace restricted parking. No objections were received by SBC. We will get a quote for the painting of the lines etc. Add to Agenda for next meeting</li> </ul> |
| FC-25-586 | <p><b>FINANCE:</b> To consider and approve the following:</p> <ul style="list-style-type: none"> <li>• <i>March 2025 Income &amp; Expenditure.</i></li> <li>• <i>March 2025 Accounts from Gresham &amp; Gale</i></li> <li>• Town Clerk to update on summary of all precept codes and balances</li> </ul> <p><b>IT WAS RESOLVED:</b> That the Income &amp; Expenditure &amp; Accounts due for payment and paid in March were a true and accurate record.</p> <p><b>IT WAS RESOLVED:</b> Annual salary review due 1<sup>st</sup> of April as per contract of employment for Caretaker role is to be based on CPI 3%. Town Clerk to inform payroll provider</p> <p><b>IT WAS RESOLVED:</b> Not to install the netting lantern with netting as it is more important to install a proper access door to the roof of the building and internal ladders such as loft ladders and this is where the money should be spent. Town clerk to get quotes. Update at next months meeting.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |



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|           | <p><b>Grant applications and decisions:</b></p> <p>Warm Welcome Grant application £5k</p> <p><b>IT WAS RESOLVED:</b> This application is agreed and should be paid.</p> <p>Thornaby Foodbank Grant application £500</p> <p><b>IT WAS RESOLVED:</b> This application is agreed and should be paid.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| FC-25-587 | <p><b>PLANNING ADVICE: IT WAS AGREED &amp; CONFIRMED:</b></p> <p>That the SBC lists for both Planning Applications and delegated lists have been circulated by email.</p> <ul style="list-style-type: none"> <li>• No update on plans for Town Centre Post Office which have gone to appeal</li> <li>• Teesdale lodge vandalism. Building has been re secured and was discussed at a meeting re the Town deal by Cllr Steve Walmsley.</li> <li>• Land behind Town Hall. Fence erected and some tarmac laid but no further update received on any planning applications received.</li> <li>• No update on the appeal placed on 23/2102/FUL - Erection of 265no dwellings to include associated infrastructure / landscaping and creation of a car park (10 vehicles) at Land Off Cygnet Drive Bowesfield Lane Stockton-on-Tees.</li> </ul>                                                                                                                                                                                                     |
| FC-25-588 | <p><b>CHAIRMAN'S PROPOSAL FOR TOWN HALL BUILDING TRUST:</b> Cllr Les Hodge</p> <p><b>IT WAS RESOLVED:</b> That any document could be revoked on decision by future Councils and any document was not therefore worth the expense of undertaking the expense.</p> <p><b>IT WAS RESOLVED:</b> That a group of trustee's of the Town Hall should be appointed existing of 10 members of which should include 5 members of the Council and reviewed annually.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| FC-25-589 | <p><b>INVITATIONS RECEIVED</b></p> <p>Poplars care home – Easter Bonnet parade. Wednesday 16th April. Cllr Glenn Eastick attended.</p> <p>Allison Trainer Trophy. Bowls Club, Thornaby Pavilion. Wednesday 23rd April. Cllr Glenn Eastick attended</p> <p>Annual Parish Meeting of Egglescliffe and Eaglescliffe Council Thursday 24th April 2025 at 7.30pm. Invitation to all Councillors - No Council members attended.</p> <p>RAF cadets J-Flight graduation on Thursday April 24th to arrive at 1945. Cllrs Les &amp; Julie Hodge attended</p> <p>St Marks patronal festival Sunday 27th April 6pm. Cllrs Les &amp; Julie Hodge attended. TC sent apologies due to illness.</p> <p>British Legion VE Day event. Saturday 10th May 2025 7pm . Cllrs Les &amp; Julie Hodge attending.</p> <p>John Hirst. Dementia walk through Thornaby week commencing 19th May. Departing Mandale Mill primary avenue at 09.30am.</p> <p>Village Bowling Club – 90th birthday celebration – Monday 26th May. 1pm to 4pm Cllr Glenn Eastick attending.</p> |
| FC-25-590 | <p><b>TOWN HALL BUILDING:</b></p> <p>FOR DECISION: Routine pest control quote due to next door - £541.96 per anum.</p> <p><b>IT WAS RESOLVED:</b> That this should be implemented</p> <p>Pest control company report drains linked to next door are damaged by rats. Can we get the drains surveyed for damage our side. Drains from downstairs toilets are blocking.</p> <p><b>IT WAS RESOLVED:</b> That this should be implemented</p> <p>FOR DECISION: SBC have been to view our water outlets and advise we need to complete a proper Legionella risk assessment. £350 + VAT.</p> <p><b>IT WAS RESOLVED:</b> That this should be implemented</p>                                                                                                                                                                                                                                                                                                                                                                                          |

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|           | <p>FOR DECISION: Cllr Mick Moore suggestion: Can we update the Thornaby Guide created in 2000 as a resident says lots of the companies and some buildings no longer exist.</p> <p><b>IT WAS RESOLVED:</b> That this should not be pursued further as the majority of the leaflets contents are now covered in Thornaby Pride</p> <p>FOR DECISION: Town Clerk suggestion: Can we create a Town Hall history booklet for visitors as a hand out.</p> <p><b>IT WAS RESOLVED:</b> Town Clerk to type out and send to Councillor Steve Walmsley for checking and we keep these printed in house</p> <p>FOR DECISION: Cllr Mark Fairbairn suggestion: Should we get a quote for digital visitors record as the written log takes too long for events.</p> <p><b>IT WAS RESOLVED:</b> That this wouldn't provide immediate visibility of visitors on site should a fire alarm be sounded. Retain current written method.</p> <p>FOR DECISION: Lift emergencies: Phone in lift doesn't contact anyone if the lift breaks down. Emergency sign installed inside lift. Pickering quoting for phone inside lift to contact them when used.</p> <p><b>IT WAS RESOLVED:</b> That this should be investigated further by obtaining a quote from Pickering for installation</p> <p>FOR DECISION: Not enough electricity points in main office.</p> <p><b>IT WAS RESOLVED:</b> That 4 x double sockets have now installed due to the risks of using multiple extension leads and the dangers of fire.</p> <p>FOR DECISION: Panes of stained glass in main doors are cracked. Quote received for repairs estimated £200.</p> <p><b>IT WAS RESOLVED:</b> That this should proceed along with the refurbishment of the doors itself which is happening in June and was agreed at a previous meeting in 2024.</p> |
| FC-25-591 | <p><b>THORNABY TOWN HALL ARCHIVES.</b></p> <p>Event named Thornaby on track on Saturday 5<sup>th</sup> of April was a huge success and we had a great number of visitors who attended and enjoyed the displays put on by the Archive team</p> <p>David Brown – Remembering Thornaby group funeral details have been sent via email.</p> <p>FOR DECISION: Can we order polo shirts and lanyards for the archive team to wear at events? £14.40 per shirt. £3 per lanyard</p> <p><b>IT WAS RESOLVED:</b> That the Archive team volunteers should all have these.</p> <p>FOR DECISION: Can we get a mannequin to display military uniforms and other items for events?</p> <p><b>IT WAS RESOLVED:</b> That this should be purchased</p> <p>FOR DECISION: Thornaby RAF heritage trail leaflet needs to be updated. Can we proceed</p> <p><b>IT WAS RESOLVED:</b> That this leaflet and its changes should be reviewed more fully before a decision is reached</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| FC-25-592 | <p><b>TOWN HALL TENANTS:</b></p> <p>Police have taken action against the same member of the public who was damaging car windows and this has stopped although vigilance via CCTV monitoring should remain in place. SBC cameras have been fixed to monitor Railway Terrace.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| FC-25-593 | <p><b>VICTORIA COMMUNITY HALL:</b></p> <p>FOR DECISION: Can we purchase a microwave and foldable chairs for party bookings.</p> <p><b>IT WAS RESOLVED:</b> That these items should be purchased. <b>We should also install shelving inside the fire exit lobby to stop people storing items on the floor causing hazards.</b></p> <p>FOR DECISION: Should we get another Victoria Hall sign beside the kitchen door and our contact details.</p> <p><b>IT WAS RESOLVED:</b> That this can be ordered from GT signs.</p> <p>FOR DECISION: Walls inside the sports hall that are damaged. Trying to get quote for repair.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |

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|           | <p><b>IT WAS RESOLVED:</b> That we need to get these repairs and repainting completed to encourage use of the Hall and that area.</p> <p><b>FOR DECISION:</b> Photos and drone footage of building now completed.</p> <p><b>IT WAS RESOLVED:</b> That we should link Victoria Hall via a small website linked to our own which shows the photographs and has a booking form online for applications for use.</p> <p><b><u>Other items discussed.</u></b></p> <p>Security camera install which was agreed at previous meeting now installed inside kitchen and seating area linked to Town Clerk mobile. Cost £55</p> <p>Cupboards marked up for group use and tenants asked to clear items from fire escapes.</p> <p>Signs have been put up asking for the Fire escapes to be kept clear.</p> <p>Sign added to remind people to reset the fire alarm when exiting.</p> <p>Tenants update:</p> <p>Park Play are aware that they have now had the extended FOC use up to Saturday 26th April.</p> <p>Town Clerk to find out if they wish to continue to use.</p> <p>New SBC lease document fully signed and Trustee documents signed by all 3 Councillor trustee's for the building. Councillor Steve Walmsley, Councillor Glenn Eastick &amp; Councillor Phil Genery.</p> <p>Town Clerk to return copy of signed document to Tilly, Bailey &amp; Irvine for them to process and forward to SBC.</p> |
| FC-25-594 | <p><b>SPITFIRE ROUNDABOUT:</b> Simon Dale</p> <ul style="list-style-type: none"> <li>• Works to commence in May 2025. Town Clerk to get an update for next meeting</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| FC-25-595 | <p><b>THORNABY DEFIBRILLATORS:</b></p> <ul style="list-style-type: none"> <li>• Weekly maintenance checks now completed by Caretaker each Friday.</li> <li>• Defib on the Green used and saved life. Defibrillator was seen as missing and reported as such via Facebook but was then found at the Oddfellows who has used it.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| FC-25-596 | <p><b>THORNABY PRIDE:</b> Cllr Steve Walmsley</p> <ul style="list-style-type: none"> <li>• Summer edition will be out mid June. We again have found the edition over subscribed by groups sending photographs of events. Some manipulation and reduction of images will be required prior to sending to print.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| FC-25-597 | <p><b>HAROLD WILSON PLAY AREA REFURBISHMENT</b></p> <p>Works have commenced.</p> <p>Our funding contribution towards the works will need to be paid to Enovert. Awaiting invoice.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| FC-25-598 | <p><b>VE DAY ANNIVERSARY THURSDAY 8<sup>TH</sup> MAY 2025</b></p> <ul style="list-style-type: none"> <li>• Additional parking granted for slip road opposite</li> <li>• Mayor of Stockton is attending</li> <li>• Matt Vickers is attending</li> <li>• Town Clerk to find out if Andy MacDonald is attending</li> </ul> <p><b>FOR DECISION:</b> Should we book sound system provider for the event or use our own speakers and mykes? Cost £500+VAT</p> <p><b>IT WAS RESOLVED:</b> To use the same sound provider used for Remembrance Sunday for both VE and VJ day events.</p> <p>Days timetable.</p> <ol style="list-style-type: none"> <li>1. 0900am – Raise VE day flag on both flagpoles of Town Hall.</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |

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|           | <ol style="list-style-type: none"> <li>2. 10.50am start time for commemoration service at Cenotaph and post cenotaph refreshments at the Town Hall. Catering ordered from Goldleaf for 50 people.</li> <li>3. Service document agreed and printed.</li> <li>4. Mayor or Deputy to make readings during service</li> <li>5. Archive team preparing display for Civic Chamber</li> <li>6. Beacon lighting at 9.30pm</li> <li>7. Mayor or Deputy to read tribute during lighting of beacon</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| FC-25-599 | <p><b>DIBBLES BRIDGE 50<sup>TH</sup> ANNIVERSARY – TUESDAY MAY 27<sup>TH</sup> 2025</b></p> <ul style="list-style-type: none"> <li>• Additional parking granted for slip road opposite</li> <li>• Wreath ordered from Town Centre florist £120</li> <li>• Catering ordered from Goldleaf for 150 persons</li> <li>• Order of service and plaque for under tree arranged. Will arrange printing and fabrication of above after PGM 12<sup>th</sup> May when new Mayor decided</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| FC-25-600 | <p><b>THORNAFEST 2025 SATURDAY 19TH JULY 2025</b></p> <p>Next meeting at Thornaby Cricket Club Wednesday 28<sup>th</sup> May 2025 at 6pm. Town Clerk to send calendar invite.<br/> VIP tickets now sold out.<br/> Caretaker Rob to take posters to all local universities/ colleges for advertising.<br/> Cllr Glenn Eastick to take posters to local public houses.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| FC-25-601 | <p><b>VJ DAY 80TH ANNIVERSARY FRIDAY 15TH AUGUST 2025</b></p> <ul style="list-style-type: none"> <li>• No update</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| FC-25-602 | <p><b>THORNABY SHOW 2025 – 80<sup>TH</sup> ANNIVERSARY – SUNDAY 31<sup>ST</sup> AUGUST 2025</b></p> <p>FOR DECISION: Rosettes and prize cards ready for horticulture &amp; dog show.<br/> <b>IT WAS RESOLVED:</b> Mayor can present the rosettes for the winners.</p> <p><u><b>Sponsorship update.</b></u></p> <ul style="list-style-type: none"> <li>• Thornaby amateur gardener association sponsoring part of Horticulture competition and awards.</li> <li>• Scott Bros sponsor horticulture tent for £250.</li> </ul> <p>Military vehicles. Unable to source any vehicles so booked below instead:</p> <ol style="list-style-type: none"> <li>1. Wild science display</li> <li>2. American wrestling display</li> <li>3. Hogarth honey – working Bees display inside case and honey products on an outside stall</li> <li>4. Sea Cadets doing fitness display and marching display</li> <li>5. RAF Cadets are deciding what they can do. Meeting Thursday 1<sup>st</sup> May</li> <li>6. Army cadets bringing their laser shooting range again.</li> </ol> |
| FC-25-603 | <p><b>BATTLE OF BRITAIN 85<sup>TH</sup> ANNIVERSARY – SUNDAY 7<sup>TH</sup> SEPTEMBER 2025</b></p> <ul style="list-style-type: none"> <li>• No update</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |

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| FC-25-604 | <b>CAROLS ROUND THE LAMPS – FRIDAY 5<sup>TH</sup> DECEMBER 2025</b> <ul style="list-style-type: none"> <li>No update</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| FC-25-605 | <b>CLERKS REPORT:</b><br><br>The below Council policies were reviewed during the meeting.<br><br>1. Annual leave policy.<br><b>IT WAS RESOLVED:</b> This policy is accepted in current form<br>2. Anti bullying & harassment policy<br><b>IT WAS RESOLVED:</b> This policy is accepted in current form<br>3. Discipline & grievance policy<br><b>IT WAS RESOLVED:</b> This policy is accepted in current form<br>4. Equal opportunities policy<br><b>IT WAS RESOLVED:</b> This policy is accepted in current form<br>5. Review equality and diversity policy.<br><b>IT WAS RESOLVED:</b> This policy is accepted in current form |
| FC-25-606 | <b>TO RECEIVE MATTERS FOR INFORMATION ONLY:</b> Councillors are respectfully reminded that this is not an opportunity for debate or decision making.<br><br>Nothing discussed                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| FC-25-607 | <b>CONSIDERATION OF OTHER ITEMS FOR THE NEXT FULL COUNCIL MEETING</b><br>Parish Annual Meeting is on Monday 12 <sup>th</sup> May – Agenda and calendar invite already sent                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| FC-25-608 | <b>NEXT FULL COUNCIL MEETING ON:</b><br><br>Full Council Meeting Monday 19 <sup>th</sup> May 2025 @ 6.30pm. Town Clerk is on holiday. Councillor Sylvia Walmsley to complete the minutes                                                                                                                                                                                                                                                                                                                                                                                                                                         |

Meeting closed at 20.00

Pamela Danks

29<sup>th</sup> April 2025

SIGNED TO CONFIRM ACCURATE



DATED: 12/5/25