

**SEDGEFIELD TOWN COUNCIL
COMMUNITY DEVELOPMENT AND
ENGAGEMENT COMMITTEE**

Minutes of the proceedings of the **JANUARY
COMMUNITY DEVELOPMENT AND ENGAGEMENT
COMMITTEE** of the **Council** held at **7.05 pm** in the
Council Offices, Advice & Information Centre,
Sedgefield, on
Monday 19th January 2015.

Present **Cllr. Alf Walton (Vice-Chairman) and**
Cllrs. Allan Blakemore, David Brown, Mel Carr, Lynne Dentith, Tim Jeanes,
Chris Lines, Ian Sutherland and Dudley Waters

Officer Dr. Jane Ayre (Town Clerk)

1. Apologies

Cllrs Mark Cant, Vanessa Carmichael, John Robinson, Maxine Robinson and Gloria Wills.

2. Declaration of interest

None.

3. Matters of Information

3.1. Equality Act 2010:

When received Cllr Rebecca Hagan's recent Equality Act 2010 presentation will be given to the Policy & Records Management Working Group for consideration as part of their work on policy review as well as shared with those Cllrs who were not present at the original presentation.

RESOLVED:

To receive this information.

3.2. Fireworks Display 31st October 2015:

The Clerk is progressing resolutions with Reaction Fireworks and requested a site meeting in the early New Year with regard to the planned fireworks display on 31st October 2015. The Clerk to keep Cllrs informed with regards to the October 2015 event.

New Year's Eve fireworks are to be considered under agenda item 7.

RESOLVED:

To receive this information.

3.3. Grants/Projects Update Report:

The Clerk is working on developing a specification in relation to tree stumps near the Church Wall in St Edmund's Churchyard in order that quotes can be obtained.

Mrs Angela Simpson has been asked to attend the February 2015 CD&E meeting to give a presentation on how to seek and apply for grant funding.

Mrs Angela Simpson continue to search for potential funders for the final phase of the Church Wall refurbishment.

The Clerk will keep Cllrs updated on all these matters.

RESOLVED:

To receive this information.

3.4. Farmers' Market:

This will be considered under agenda item 6.

3.5. Section 106 Money in relation to Thurlow Grange:

An Open Spaces Working Group meeting will be scheduled in order to progress this matter. The Working Group to keep the CD&E Committee updated.

RESOLVED:

To receive this information.

3.6. Sedgefield Mediaeval Fayre 2015:

The Clerk has informed Cllr John Robinson of the SCA that the Town Council has agreed to the Village Greens being used for Sedgefield's 45th Mediaeval Fayre on Saturday 16th May 2015.

RESOLVED:

To receive this information and to close this matter.

3.7. DCC Chairman's Medal:

On behalf of the Town Council, the Clerk has submitted a nomination form recommending Mr Howard Smith for a DCC Chairman's Medal.

RESOLVED:

To receive this information and to close this matter.

3.8. SCA Lease / Ceddesfeld Hall:

As agreed at the P&R Committee meeting on 12th January 2015 continuous efforts have been made in order to get a response from Ms Sonia Hunter of BHP Law with regard to the Council's outstanding questions following receipt of the SCA's Solicitors comments on the draft Ceddesfeld Hall lease so that this matter can be progressed and finalised to the mutual agreement of both the Town Council and the SCA. The Clerk reported that a response had been received on 19th January 2015 from Ms Hunter. Time is now needed to consider this response in order to determine a way forward. The Clerk will arrange to meet with Cllrs Gloria Wills and Lynne Dentith as a matter of urgency.

RESOLVED:

To receive this information and to close this matter on the CD&E Committee papers and revert back to the P&R Committee papers.

4. **Public Participation**

The Chairman, Cllr Alf Walton closed the meeting for the public to give their views and comments. No members of the public were present. The meeting was then re-opened.

5. **Reports**

Sedgefield Squash Club / Terrace Hill Money: Latest Position – Verbal Update by Club Committee Members

Mr Steve Welton and Ms Jane Skilbeck of Sedgefield Squash Club were welcomed to the meeting. Mr Welton explained that the Club wished to keep the Town Council informed of development with regard to their project which was successful in securing some of the Terrace Hill money. At the end of 2014 the Squash Club obtained outline planning permission for its intended development of the existing building. Mr Welton showed Cllrs these drawings and highlighted the existing Club and the proposed additional court. The additional building area will be relatively small in size and therefore not have much visual impact. However, this additional space will not only create a new court but also allow the existing interior (ground level and upstairs) to be altered and improved. For example, the existing entrance will move making the building accessible to the disabled. Work is now underway to prepare the appropriate detailed plans in order to get planning approval. When this is received the redevelopment work would be undertaken in phases so as to allow the Club to continue to operate throughout the duration of the work. With regards to the outside Mr Welton explained that DCC Planners have been rigorous in their demands to reduce the visual impact of the building. There will be a complimentary tree planning system as part of this redevelopment work which will be prepared in conjunction with DCC advice. Some of the existing trees will need to be moved and if this is not possible then new, replacement trees will be planted that will be the same species of special oak. Mr Welton confirmed that it is the intention to replant these trees in their new permanent position as soon as possible. However, if new trees are required then semi-matured ones will be purchased and planted. Cllr Ian Sutherland made other Cllrs aware of the specialist nature of the existing oak trees and requested the Squash Club actively explore the option of removing and replanting these trees by no later than the end of February 2015 in order to give them the best possible chance of survival.

Cllr Tim Jeanes asked if the Club had considered having a mesh frame around the exterior of the building in order that creepers could grow around the building. Mr

Welton replied that this had not been considered as it is the intention to have planting at a safe distance away from the building and done in such a way as to keep it as low maintenance.

Cllr Lynne Dentith asked for an update on the funding of this project. Ms Skilbeck replied that to date the Squash Club have secured £50,000 from Sport England in addition to the £22,500 from the Town Council via the Terrace Hill money. Now that outline planning approval has been obtained and work is underway with detailed plans the Club is in a position to prepare the detailed budgets necessary to submit to other funders. In total the Club require £200,000 for this project. A range of other potential funders have been identified including Lefarge and the County Durham Community Foundation with appropriate applications now being drafted.

Mr Welton stated the Club hopes to start its redevelopment work in 2015 and that completion will be within 12 months of that start date.

Cllr Alf Walton asked how materials would be brought on-site once the building work commenced. Mr Welton replied this would be via a temporary road from the nearby cul-de-sac from which materials would be brought on site. This proposal had been agreed as part of the outline planning application. Mr Welton also explained that the footpath next to the Squash Club would need to be closed for the duration of the building work and that a diversionary, temporary footpath would be put in place. He referred Cllrs to his maps and highlighted these areas.

Cllrs thanked Mr Welton and Ms Skilbeck for their time in updating the Town Council and wished them well for their task of securing further funding.

RESOLVED:

To receive this information and Sedgefield Squash Club to continue to update the Town Council as necessary.

6. Farmers' Market Plans for 2015 – Presentation by Mr Roger Clubley

Cllr Alf Walton reminded Cllrs that at the last CD&E meeting a progress report prepared by Mr Roger Clubley had been circulated to all Cllrs for their consideration. Mr Clubley had been asked to attend this meeting in order to answer any questions Cllrs may have had regarding his report but also to listen to the

Farmers' Market Plans for 2015. Mr Clubley reported the following key points:

- In the period August-December 2014 the number of stalls at the market has increased, taking at the market have increased and the range of produce being sold has improved (in terms of its diversity);
- Community stalls are proving to be very successful;
- It is difficult to measure the exact number of customers who attend and work is still underway to identify the natural peaks and troughs in attendance throughout a typical year;
- The Market is still actively seeking funding. Unfortunately to date it has submitted 3 unsuccessful funding applications to County Durham Community Foundation, North East Rural Growth Fund and the Gannett Foundation. All have been rejected due to the funders lack of funds. The Trust are now considering potential sponsorship options for the market;
- The market is dependent upon using the Town Council's gazebos with 50% of stall holders using them. This usage is lasting longer than originally predicated and the Trust are very grateful to the Council for this support;
- Stall charges have remained unchanged;
- Some expenditure is being incurred in marketing and promoting the market.
- There is currently a waiting list for those people wishing to sell duplicate products.

Mr Clubley made Cllrs aware of a number of issues currently affecting the Market:

- Recently a gazebo, which was pegged down, blew over in high winds. Weights are needed in order to supplement the pegs. Since this issue it has come to light it is apparent that a number of weights purchased at the time of purchasing the gazebos in May 2011 (exact number unknown). A limited number of weights have now been located and these were sufficient for the January 2015 market, however, more will be needed as the market's activity increases over the coming months. More investigation is needed by the Town Council as to the number purchased and possible locations.
- More robust poster frames are to be purchased to replace those in the Town Centre which have been damaged.
- Discussions are taking place with Sedgefield In Bloom to relocate one planter to eradicate a potential tripping hazard for the market.

Future plans for the market include:

- Increasing the range of products being sold (but to also ensure there is no direct duplication of products);
- Reviewing pitch costs;
- Obtaining lighter stalls;
- Continuing publicity and promotion;

- Maximising opportunities to link/have themed markets which have proved successful to-date, i.e. Christmas market, linkage to Folk Festival;
- To finalise the accounts to share with the Town Council;
- Forming a village focus group;
- Continuing to nurture the growing relationship with the North East of England Farmers Market Group;
- Future access to a source of electricity on the Village Green whilst not essential would be extremely useful.

Cllrs thanked Mr Clubley and the Sedgefield Development Trust for all their work with the Sedgefield Farmers' Market. Cllrs Ian Sutherland and Tim Jeanes expressed the view that the Farmers' Market has moved forward considerably since its transfer to the Trust. The next Farmers' Market will be held on 1st February 2015.

RESOLVED:

To receive this information.

7. Consideration of New Year's Eve Fireworks 2015

Cllr Alf Walton reminded Cllrs that it had been agreed at the November 2014 meeting to consider the New Year's Eve Fireworks Display for 2015. This agenda item had been promoted to the public via an article in the Sedgefield News encouraging people to attend the Council meeting if they had views. Cllr Chris Lines informed Cllrs that during the course of his conversation with Mrs Freda Dovaston in late 2014 she had asked if the Town Council would be receptive to reinstating these Fireworks if a group of residents approached the Council with a proposal for fund raising. Cllrs Chris Lines and Lynne Dentith recommended the Town Council write to Mrs Freda Dovaston asking her if she had community support for such a proposal and if so to encourage her to bring this to a future CD&E meeting as soon as possible. Cllr Tim Jeanes stated that many Cllrs had been lobbied by residents over recent months regarding this matter indicating that there was still a strong feeling about this matter. Cllr Dudley Waters asked if there had been any fireworks in the Town on New Year's Eve 2014. Several Cllrs replied there had been fireworks in various locations.

RESOLVED:

The Clerk to write to Mrs Freda Dovaston to determine whether there is an

appetite amongst the community to reinstate this event and if so whether any community group has been formed or fund raising proposals prepared for consideration by the Council. Once this is known a Fireworks Working Group could be scheduled if necessary. This Group would need to consider carefully issues such as fireworks provider and insurance cover.

8. Reports

8.1 Grants/Projects Update Report by Mrs Angela Simpson

The latest Grants/Projects Update Report by Mrs Angela Simpson had been circulated to all prior to the meeting.

RESOLVED:

To receive this information.

8.2 Citizen of the Year 2014 – Report by Town Clerk

A report by the Clerk had been circulated to all prior to the meeting recommending the timetable for the Citizen of the Year 2014 Award.

RESOLVED:

To approve the recommendations contained in this report.

9. Correspondence

9.1. Sedgefield 1st Scouts:

Prior to the meeting the Clerk had circulated to all copies of documentation submitted from Ms A Dunlop, Treasurer of Sedgefield 1st Scouts requesting their £15,000 allocation from the Terrace Hill money as they have now met all the necessary stipulations set by STC.

RESOLVED:

A recommendation be made to the next P&R Committee that Sedgefield 1st Scouts be given their allocation of £15,000 of Terrace Hill money.

9.2. Manor House (1707) Ltd – Letter from Mr Ean Parsons (dated 12th January 2015):

Prior to the meeting a letter from Mr Ean Parsons had been circulated to all Cllrs. In this letter Mr Parsons explained the Manor House has recently

come into new ownership at Manor House 1707 with the intention that it will be a centre for business in the village as well as playing a more active role at the heart of the local community. Mr Parsons invited Cllrs to attend one of two (or both) events on Thursday 29th January 2015 to view the facility.

RESOLVED:

Individual Cllrs to respond directly to Mr Parsons if they wished to attend on Thursday 29th January 2015.

9.3. Snow Party 2014 – Sheila Swanson (email dated 12th January 2015):

The Clerk read out an email from Ms Sheila Swanson praising the Council's recent Snow Party.

RESOLVED:

To receive this information.

9.4. Durham Local Food Business Network (email dated 14th January 2015):

The Clerk circulated to all an email from the Durham Local Food Business Network, via Mr Roger Clubley, which is currently undertaking a mapping exercise across the County to identify non-DCC/run allotments. The long-term intention of this project is to offer information to the public about all allotment and community growing sites around the County via their website.

Cllr Ian Sutherland asked for an update on the current waiting list for allotments in Sedgefield. Cllr Alf Walton replied that this list is now very small as several plots have recently been reallocated.

RESOLVED:

Cllr Alf Walton and Mrs Angela Simpson work together to complete and submit appropriate information to the Durham Local Food Business Network to ensure that Sedgefield is accurately portrayed in this project.

10. Financial Position

RESOLVED:

To approve the Community Development and Engagement Committee financial position.

The Chair thanked everyone for attending and closed the meeting at 8.00p.m.