

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

Minutes of the proceedings of the **OCTOBER  
COMMUNITY DEVELOPMENT AND ENGAGEMENT  
COMMITTEE** of the **Council** held at **7 pm** in the  
**Council Offices**, Advice & Information Centre,  
Sedgefield, on  
**Monday 13<sup>th</sup> October 2014.**

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

**Officer**                    Dr. Jane Ayre (Town Clerk)

**1. Apologies**

Cllrs. Rebecca Hagan, Gloria Wills and Vanessa Carmichael.

**2. Declaration of interest**

None

**3. Matters of Information**

**3.1 Bowling Club**

Cllr Ian Sutherland reported that the Bowling Club's planning application had now been submitted for consideration.

**RESOLVED:**

**To receive this information.**

**3.2. Equality Act 2010**

Rather than forward Cllr Hagan's presentation to all Cllrs it had been agreed this would be given instead to the Policy & Records Management Working Group for consideration as part of their work on policy review. Cllr Rebecca

Hagan is to supply her presentation to the Clerk. Cllr John Robinson requested that those Cllrs who had not been present for Cllr Hagan's presentation also be given a copy.

**RESOLVED:**

**To receive this information.**

**3.3 Youth Working Group**

Cllrs Rebecca Hagan, Lynne Dentith, Dudley Waters, John Robinson, Maxine Robinson and Chris Lines had all requested to be part of the Youth Working Group. The Clerk had prepared an agenda and submitted this to Cllr Rebecca Hagan as Chair for comment prior to setting up an initial scoping meeting for the Group. It was agreed to progress this Group with the Clerk contacting all Cllrs who wished to be on the Group to identify an appropriate date/time for the first meeting. A Vice Chair will be appointed during the first Group meeting.

**RESOLVED:**

**To receive this information.**

(Cllr David Brown arrived at this point)

**3.4 Youth Offending Team:**

A definite commitment had been requested from Ms Short in response to her offer to provide a number of young offenders to undertake work in the Town. No response had been received.

**RESOLVED:**

**To receive this information and to close this matter.**

**3.5 Farmers' Market:**

The Clerk had passed on the Committee's thanks to Mr Clubley and the Sedgefield Development Trust for all their hard work with the Farmers' Market. Mr Clubley will attend the CD&E Committee meeting on 14<sup>th</sup> December 2014 to present his next progress report and discuss plans for the market in 2015.

**RESOLVED:**

**To receive this information and to close this matter.**

**3.6 Winterton Shed Future Usage:**

Cllr Alf Walton and Mrs Angela Simpson have arranged to present the trophies from the recent Allotment Challenge on Saturday 25<sup>th</sup> October 2014 at Winterton Shed. Allotment holders from both Winterton and Butterwick Road allotments are being invited. As well as presenting the winners prizes this will also be used as an opportunity to show the facilities at Winterton Shed, talk about how it may be used and to investigate the feasibility of helping to establish a Winterton Allotments Society which can then seek grant funding opportunities. Cllr Alf Walton and Mrs Angela Simpson will provide an update report at the next CD&E Committee.

**RESOLVED:**

**To receive this information.**

**3.7 Replacement Gazebo Bags**

Cllr Gloria Wills has forwarded to Mrs Angela Simpson alternative options for replacement gazebo bags. Cllrs John Robinson and Maxine Robinson reminded Cllrs that these gazebos had been funded by DCC and therefore not only needed to be looked after but any changes made in relation to these gazebos must be brought back to a future CD&E Committee so that there was a clear audit trail of actions/costs. Cllr Maxine Robinson stipulated that like-for-like replacements should be purchased, i.e. top quality, heavy duty bags which will protect the gazebos but also be hard wearing. It was agreed that previous discussions at this Committee had resulted in the request that Mrs Angela Simpson seek to purchase one replacement bag which is of the same quality as those currently in existence but at a cheaper price than had been originally suggested.

**RESOLVED:**

**To receive this information.**

**3.8 Civic Events – Snow Party:**

Mrs Angela Simpson had confirmed the Snow Party had already been booked

for Saturday 29<sup>th</sup> November 2014. Following comments made by Cllrs at the last CD&E Committee, Mrs Simpson had spoken to Mr Roger Clubley to ascertain if it was possible to bring the Farmers' Market forward one week in order to make a two day event. It is not possible to bring the December 2014 Farmers' Market forward and create linkage between the two events at this time.

**RESOLVED:**

**To receive this information and to close this matter.**

**4. Public Participation**

The Chairman, Cllr. Alf Walton, closed the meeting whilst the public gave their views and comments.

Mr Howard Smith requested the Town Council consider reinstating the New Year's Eve fireworks. There had been a lot of resentment within the Town as a result of the decision made to cancel this event in 2013 which had culminated in a petition being submitted to the Town Council showing the strength of feeling towards this decision. Mr Smith asked the Town Council to find a solution to any problems which resulted in this event being cancelled.

Mrs Jean Easson asked why public participation had been brought forward in Council meetings when historically is used to be nearer the end of the meeting so that members of the public could comment on things which had been discussed by Cllrs during the course of the meeting.

The meeting was then re-opened.

Cllr Alf Walton thanked the public for their comments. In response to Mrs Easson's comment Cllr David Brown explained that public participation had been brought forward in the agenda because in the past decisions were being made by Cllrs first and then if any related comments were made by the public at the end of the meeting it was not possible to rescinded the decisions having been made.

**5. Reports**

**5.1 Grants/Projects Update Report by Mrs Angela Simpson**

A Grants/Projects Update Report by Mrs Angela Simpson was circulated by

the Clerk. The Clerk highlighted the following points:

- Part One – PH/IT Facilities: Following a decision made at the Personnel Committee on 29<sup>th</sup> September 2014, this work is being considered as part of a wider Council IT Health Check as work progressed to identify a new IT Support Provider and ensure that whatever new systems are installed are all compatible and optimum usage is made of the grant funding obtained.
- Part Two – Heritage Lottery: The Church Turning Circle refurbishment project would not be considered by Heritage Lottery as this is regarded as a maintenance project and therefore no funding will be made available.
- Part Two – Friends of St Edmunds – Church Wall Repairs: CDCF have requested the most recent accounts for the Friends of St Edmund's. Mrs Angela Simpson has requested these, however, they have not yet been provided. Until these are received and submitted CDCF cannot make a decision.

Cllr Alf Walton informed Cllrs that following discussions at the recent P&R Committee he had looked at the Town's War Memorial and queried why so much grant funding was being sought for associated repair work. Cllr John Robinson informed Cllrs that he had been approached by Mr David Hillerby for financial assistance to repair the War Memorial which is beginning to crumble at the back and requires building up. Cllr Robinson has requested that a DCC Officer looks at the War Memorial and provides an appropriate assessment of the work required. If work is required then Cllr Mark Cant recommended that 3 quotes will be obtained. Cllr Robinson confirmed that this would indeed be the case.

**RESOLVED:**

- i) To receive this information.**
- ii) Cllr John Robinson to keep Cllrs updated regarding the outcome of a DCC assessment on the War Memorial.**

**5.2 Art Exhibition: Report by County Cllr John Robinson and Clerk**

Prior to the meeting a report prepared by County Cllr John Robinson and the Clerk had been circulated to all detailing an Art and Photographic Exhibition

which Cllr Robinson will be holding in his role as County Councillor in January 2015 at Ceddesfeld Hall. The exhibition will be a weekend event comprising of two elements – an art exhibition and a photographic exhibition – covering all age groups. Trophies will be awarded to the best exhibits in each element with accompanying cash prizes for the winners. Trophies will be in the names of Dr Elisabeth Sutherland and Vaughan Lonnie. It is hoped that this will become an annual event and that a digital photography group will be set up in the Town as a result of this first event. Cllrs Allan Blakemore and Mel Carr will be asked to act as judges. Cllr John Robinson will be issuing letters and publicity in relation to this event.

**RESOLVED:**

**To receive this information.**

**5.3 Fireworks Display 2014: Update Report by Cllr Alf Walton and Clerk**

Prior to the meeting a report prepared by Cllr Alf Walton and the Clerk had been circulated to all detailing the headline issues for the November 2014 Fireworks Display. Minutes of Fireworks Working Group meetings held in September 2014 had been issued to all Cllrs in their monthly packs. Cllr Allan Blakemore has now also joined the Working Group. The Clerk confirmed that promotion is now well underway and tickets sales have started. Cllr Mark Cant thanked the Fireworks Working Group members and Town Council staff for their hard work in ensuring this event goes ahead. Other Cllrs echoed these comments. Cllr Cant questioned that status of a risk assessment for this event. The Clerk responded that a risk assessment is currently being prepared and will be considered at the next Working Group meeting on 16<sup>th</sup> October 2014. This risk assessment will dovetail with those risk assessments of Reaction Fireworks and Event Cover Productions to reflect their role in the event and the management of risk. The Clerk has completed on behalf of the Council a Fireworks Event Questionnaire for Zurich and in response Zurich have confirmed that the Council's existing insurance covers this event and that no additional premium is required.

Cllr Chris Lines proposed that this point in the meeting would be a timely opportunity to discuss the issue of the New Year's Eve fireworks. This was agreed by all. Cllr John Robinson confirmed that he has identified funding for this event and that Mr Richie Parry is able to conduct this display. The issue

of insurance for Town Council land for this display remains to be resolved. Cllrs Chris Lines, Ian Sutherland and Mel Carr expressed their beliefs that the Town Council should listen to the comments of the public following the cancellation of last year's event and that a way should be found to ensure this event is reinstated on New Year's Eve 2014. It was agreed that the Fireworks Working Group should consider this at its next meeting on Thursday 16<sup>th</sup> October 2014 in order that appropriate information can be supplied to Cllr John Robinson to secure funding for this event. Cllr Allan Blakemore expressed the view that if the Town Council did not oversee this event there was a possibility that it could still go ahead but in an unofficial capacity which could have potentially serious consequences. He also requested that the Fireworks Working Group look at securing the sustainability of this event beyond 2014.

**RESOLVED:**

- i) To receive the information regarding the November 2014 Fireworks Display.**
- ii) The Fireworks Working Group, in conjunction with Cllr John Robinson, ensure the New Year's Eve Fireworks are reinstated.**

**5.4 Cemetery Lodge: Heritage Centre Proposal (Verbal Report by Cllr John Robinson)**

Cllr John Robinson explained that prior to May 2013 the Town Council had looked at converting the front of the Town Council Offices into a "one-stop shop" Heritage Centre and Tourist Information Centre. He suggested that as Cemetery Lodge is now vacant that the ground floor of this site could be considered for such a facility with the upstairs of the site being used to generate income. A Business Plan would be needed, however, Cllr Robinson wanted to see if there was any support from Cllrs for this suggestion before work began on developing such a Plan. Cllr Chris Lines suggested that this option be more appropriate for consideration at the forthcoming Cemetery Lodge workshop on 3<sup>rd</sup> November 2014 (as agreed at the P&R Committee meeting on 6<sup>th</sup> October 2014).

Cllr Tim Jeanes commented that two dwellings in Sedgefield have now been turned into office accommodation. He suggested that another option is the Town Council take advice from commercial estate agents to determine the viability of this option for the Lodge. Again, it was agreed that this suggestion be considered at the Cemetery Lodge workshop.

**RESOLVED:**

**To receive this information.**

**5.5 Snow Party Report (Verbal Update by Cllr Allan Blakemore)**

Cllr Allan Blakemore reported that a meeting had taken place on 9<sup>th</sup> October 2014 to discuss arrangements for this year's Snow Party on Saturday 29<sup>th</sup> November 2014. As well as the Town Council this meeting had been attended by the SCA and Hardwick Primary. Prior to this meeting Hardwick Primary School had indicated that they were considering holding a Christmas themed event on the morning of 29<sup>th</sup> November 2014 and would encourage attendees to then make their way to the Town Council's activities in the Parish Hall and at Ceddesfeld Hall.

During the meeting IN2Interests (the wrap around care element of Hardwick Primary) explained that they were considering holding a full day Winter Wonderland themed event on Saturday 29<sup>th</sup> November 2014 and proposed that all Snow Party activities could be relocated to the Hardwick Primary for this culminating in the parade leading to the Church. The other parties present at the meeting expressed concerns that by having a full day event at Hardwick Primary will detract from the activities elsewhere. In addition, the Town Council expressed very clearly their support for both primary schools in the Town and the desire to have a joined up Christmas themed event for the entire community. The suggestion was made to IN2Interests that they consider hosting, as originally suggested, a morning only event on 29<sup>th</sup> November 2014 or if they want to host a day event that an alternative date be identified so as not to clash and have a detrimental impact upon either event. Hardwick Primary are considering their position will provide the Town Council with an update regarding their plans.

The Town Council's Snow Party will take place on Saturday 29<sup>th</sup> November 2014 following the same format as previous years. Mrs Angela Simpson will provide an update for the next CD&E Committee.

**RESOLVED:**

- i) To receive this information.**
- ii) Mrs Angela Simpson to provide an update for the next CD&E Committee.**

**6. Correspondence**

**6.1 Sedgefield Youth Forum (minutes from 23<sup>rd</sup> September 2014)**

Prior to the meeting the minutes from the Sedgefield Youth Forum held on 23<sup>rd</sup> September 2014 had been circulated to all.

**RESOLVED:**

**To receive this information.**

**6.2 Sedgefield In Bloom (minutes from 1<sup>st</sup> October 2014)**

The Clerk circulated to all Cllrs for their information a copy of the minutes from the Sedgefield In Bloom meeting held on 1<sup>st</sup> October 2014.

**RESOLVED:**

**To receive this information.**

**6.3 Sedgefield 700+ (minutes from 8<sup>th</sup> October 2014)**

The Clerk circulated to all Cllrs for their information a copy of the minutes from the Sedgefield 700+ meeting held on 8<sup>th</sup> October 2014.

**RESOLVED:**

**To receive this information.**

**6.4 Sedgefield Rock and Blues Club – Inductee To Blues Hall Of Fame**

The Clerk circulated copies of an article in the Northern Echo dated 13<sup>th</sup> October 2014 which detailed the successful induction of the Sedgefield Rock and Blues Club into the Blues Hall of Fame. This is one of the first such clubs in the UK to achieve such an honour. Mr Gary Jacobs of the Blues Club had brought this article to the attention of the Clerk. In this article praise is given to the Parish Hall from which all Rock and Blues Club events are held.

**RESOLVED:**

- i) To receive this information.**
- ii) The Clerk to write a letter of congratulations to the Sedgefield Rock and Blues Club.**

**7. Civic & Mayors Events**

The Clerk reported that as requested by Cllrs at the previous CD&E meeting all Civic & Mayors Events have now been included into the coloured Dates of Meetings sheet issued in Cllrs monthly packs. It was agreed that in-light of this there is no need for this to remain on the CD&E Committee agenda.

The Clerk also made Cllrs aware that the Mayor's Quiz on 31<sup>st</sup> October 2014 is now

sold out. Finally, she also made Cllrs aware that Fireworks Display tickets are on general sale and assistance with selling tickets in advance of the event would be appreciated.

**RESOLVED:**

- i) To receive this information.**
- ii) To remove “Civic & Mayors Events” from future CD&E Committee agendas**

**8. Financial Position**

**RESOLVED:**

**To approve the CD&E Committee Financial Position.**

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