

SEDGEFIELD TOWN COUNCIL

Minutes of the proceedings of the **APRIL MONTHLY MEETING** of the **Council** held at **7 p.m.** in the **Council Offices**, Advice & Information Centre, Sedgefield, on **Monday 14th April 2014.**

Present **Cllr. Chris Lines (Chairman)**
Cllr. Gloria Wills (Vice-Chairman) and
Cllrs. Allan Blakemore, David Brown, Mark Cant, Vanessa Carmichael, Mel Carr,
Tim Jeanes, Ian Sutherland, Alf Walton, Dudley Waters

Officer L. K. Swinbank (Town Clerk)

The Chairman, Cllr. Chris Lines welcomed everyone to the meeting and introduced Jane Ayre who has been appointed as the new Town Clerk.

1. Apologies

Cllrs. Lynne Dentith, John Robinson, Maxine Robinson, Rebecca Hagan
Sgt. Alex Clarke

2. Declaration of interest

None

3. STC Minutes / Committee Reports

a) Minutes of the Community Chest Meeting held 10th March 2014:

These were confirmed as a correct record. (VC, AW)

b) Minutes of the Monthly Meeting held Monday 10th March 2014

Amendments were made to: -

Item 4.2 Cllr. Alf Walton said he had contacted Susan Porter at DCC.

Item 7. RESOLVED

a) To draw up a possible list of planning consultants.

b) To draw up a specification for the work in respect of the possible application for 2000 houses in Sedgefield. Cllr. John Robinson to liaise with the Clerk over the specification.

These were confirmed as a correct record. (IS, GW)

c) Minutes of the P&R committee held Monday 10th March 2014

These were confirmed as a correct record. (GW, Mel Carr)

d) Minutes of the Environment committee meeting held Monday 17th March 2014

These were confirmed as a correct record. (Mel Carr, IS)

e) Minutes of the Community Development and Engagement committee meeting held Monday 17th March 2014

These were confirmed as a correct record. (VC, GW)

f) Minutes of the Personnel committee meeting held Monday 24th February 2014

These were confirmed as a correct record. (GW, IS)

g) Minutes of the Personnel committee meeting held Monday 12th March 2014

These were confirmed as a correct record. (AB, IS)

h) Minutes of the Personnel committee meeting held Monday 24th March 2014

These were confirmed as a correct record. (IS, GW)

i) Minutes of the Special meeting held Tuesday 1st April 2014

These were confirmed as a correct record. (AW, GW)

RESOLVED: To accept all of the minutes as above and recommendations contained therein

4. Matters of Information

Covered by the agenda.

5. Dates of Meetings

These had been circulated.

The Clerk reminded Members that the Environment and Community Development and Engagement committee meetings are to be held on Tuesday 22nd April due to the Bank Holiday Monday.

The Clerk also reminded Members of the Annual Town Meeting which is to be held Tuesday 6th May and that agendas and information for the meeting will be circulated nearer the time.

In addition the Clerk circulated the draft Annual report and asked that she be notified of any amendments, changes as soon as possible as it has been advertised that it will be made available to the public from Friday.

RESOLVED

To receive the information.

6. Police Report

The Chairman said Sgt. Alex Clarke had forwarded his apologies but his written report was circulated.

RESOLVED

To receive the information.

7. Public Participation

The Chairman closed the meeting whilst the public gave their views and comments.

The meeting was then re-opened.

7.1 Licensing re Hardwick Live

Mrs. Julia Bowles, Chairman of the Residents' Forum asked if anyone from the Town Council was attending the licensing meeting at DCC.

The Chairman said this was an item on the agenda.

7.2 Section 106 Monies

Mrs. Julia Bowles, Chairman of the Residents' Forum informed Members that a letter has been written as attached to correspondence for the Environment committee in respect of outstanding 106 Monies.

7.3 Housing Development

Mrs. Julia Bowles, Chairman of the Residents' Forum informed Members that the petition re the Eden Drive housing is now available and that this is being submitted to DCC requesting that a decision on the Eden Drive developments is delayed until work on the Neighbourhood Plan has progressed.

7.4 Garden of Remembrance

Mr. Allan Davison expressed his deep regret that he was unable to reserve a plot in the Garden of Remembrance.

The Clerk said she would look into this.

8. Internal Reports

8.1 Chairman's Report

The Chairman, Cllr. Chris Lines reported that the Neighbourhood Plan is progressing well. In addition he said that he had helped at the re-launch at the Farmers' Market and expressed his thanks to Cllr. Lynne Dentith for all of the work she has done on this.

The Chairman also reported that he had deputized for the Mayor, Cllr. Mel Carr at various events.

RESOLVED

To receive the information.

8.2 Mayor's Report

The Mayor, Cllr. Mel Carr reported that he had attended the following: -

March

14th Hardwick Primary school, Prize for winner of Farmers Market poster.

14th Rectory Row Primary school, Prize for winner of Farmers Market poster.

20th Diamond Wedding, Mr. & Mrs. Ferguson, Sedgefield, presentation of flowers.

23rd Breakfast/Lunch for the Mayor's Charity at Mayor's house, 3 The Square, Sedgefield.

25th Seaham Town Council, charity evening for Mayor's fund.

28th Parish Hall, Sedgefield in Bloom coffee morning.

April

- 1st Ceddesfeld Hall, Pop-in Club visit
- 3rd Golden Wedding, Councillor Tim Jeanes and Anne Jeanes presentation of flowers.
- 4th Parish Hall, Veteran's charity Fayre
- 5th Ferryhill Town Council, Brass Band Charity evening.
- 6th Farmers Market re launch on Crosshill.
- 11th Ferryhill Town Council, Mayor's Charity dinner

RESOLVED

To receive the information.

8.3 Planning Training Session

A report on the recent Planning Training event had been circulated. The Clerk confirmed that the information which had been received from Mr. Stephen Reed (DCC Planning Officer) had been circulated to all Members.

RESOLVED

To receive the information.

9. External Reports

9.1 Report from DCC Members (JR / RL)

No report was given.

Cllr. Vanessa Carmichael asked about this item being a standing item on the monthly agendas and that it should be a written report. The Clerk confirmed that this item had been added two months ago at the request of Members.

RESOLVED

To write to DCC Councillors John Robinson and Rachel Lumsdon and asked for confirmation that they intended to write a written monthly report which could be circulated with the papers.

10. Correspondence

10.1 Boundary 500 trip to Ypres

A letter has been received from Mr. Tim Spearey on behalf of the Sedgefield Veterans Group in regard of their visit to Ypres in July.

RESOLVED

- i. **The Mayor (as elected at the Annual General meeting in May) to confirm they are able to attend the service which is organized by the Village Veterans.**
- ii. **To provide a cross which will be taken by the Veterans to Ypres.**

10.2 Pupils and Buses

A copy letter to the Head teacher at Sedgefield Community College together with a further report has been received from Mrs. Pauline Tweddle in regard of buses and parking at the Community College.

RESOLVED

To receive the information.

10.3 Town Meeting

Cllr. Gloria Wills declared an interest.

A request has been received from Mr. John Fitzpatrick Company Secretary to Sedgefield Development Trust requesting that the Trust are given the opportunity to give a report at the Town Meeting on 6th May.

RESOLVED

To confirm to Mr. Fitzpatrick that a written report can be circulated at the meeting.

10.4 Premises License Application

A letter has been received from Swinburne Maddison LLP in regard of the premises license application for land to south west of Hardwick Hall Hotel requesting the copy of the minutes of the Town Council meeting of 17th March. The Clerk informed Members that she had written back to Swinburne Maddison informing them that the confirmed minutes would be available from Tuesday 15th April and these would be forwarded at that time.

RESOLVED

To receive the information.

10.5 Internal Auditor

A letter has been received from Mr. Peter Harker the Internal Auditor for the Town Council informing the Council that he is retiring from the post of Internal Auditor following the completion of the 2014 accounts.

The Clerk confirmed that it is important that the Town Council appoint a new Internal Auditor and that this will be discussed at the next Personnel committee on 28th April.

RESOLVED

To receive the information.

11. Planning: New Large Scale Development

11.1 Application: Story Homes

The Chairman Cllr. Chris Lines introduced Mr. Dominic Waugh from Fairhurst who have been appointed consultants in order to respond to the applications re Eden Drive.

The Chairman also said he had not been able to access the DCC website, however he said that there are now two applications from Story and the Diocese in respect of the Eden Drive site and that it was important the Council's response was consistent with previous responses from the Town Council of December 2012 and November 2013 in regard of the DCC plan and also with the emerging Neighbourhood Plan.

Cllr. Gloria Wills reported on the surgery which had been held on 7th April in the Parish Hall and in particular with the exception of one all those attending from the public were of the opinion were opposed to both applications.

Members discussed both applications in detail and Mr. Waugh answered all questions. The Clerk reminded Members that Mr. Henry Jones (DCC) had agreed that the Town Council's views in principle could be forwarded to DCC on 15th April and that a detailed response should be sent as soon as possible after that date.

RESOLVED

- i. **The Town Council to object in principle to the current applications from Story and the Diocese.**
- ii. **Fairhurst to prepare the responses to both applications in line with the feelings of the local community, the responses from the Town Council to the consultation re the County Durham Plan and also the emerging Neighbourhood Plan.**

11.2 Application: Diocese

As above.

12. Applications

12.1 Current Applications

A schedule of the current planning applications had been circulated. However it was pointed out that again Members had found great difficulty in accessing the site and therefore felt unable to give comments at that time.

RESOLVED

The Clerk to contact DCC the following day and seek confirmation that comments can be deferred until the following week due to the inaccessibility of the website. This item could then be discussed at the Community Development and Engagement committee on Tuesday 22nd April if this is acceptable by DCC. Otherwise the Clerk to inform all Members by email, inviting their comments and drafting a response on behalf of the Town Council.

12.2 Spring Lane: Mobile Homes: Update DCC

The Clerk had circulated an email from Susan Porter, DCC Planning Enforcement Officer. The Clerk apologised that the email had been the email she had received in October but that she would circulate the email from Susan Porter the previous week to all Members the following day.

RESOLVED

- i. **To receive the information**
- ii. **The Clerk to contact Mrs. Porter and ask that immediate action is taken against the development in respect of the log cabin etc. on the site.**

13. End of Year Return and Statement

To approve: - Annual Return, Statement of Account, Governance Statement

The Clerk had circulated the Annual Accounts. However she pointed out that the Auditor had all of the papers and she had therefore been unable to do copies of the Statement of Accounts and Annual Governance Statement.

RESOLVED

The Town Council to hold a Special meeting at 7 pm on Tuesday 22nd April immediately before the Community Development and Engagement committee when the annual accounts can be approved by the Council.

14. Recording Minutes

The Chairman, Cllr. Chris Lines suggested that the Town Council consider recording the Town Council meetings. He explained that this would provide a means of clarification / confirmation of decisions taken at Council meetings and that it would prevent any issues which have arisen at other Town Councils where Members of the public are recording meetings, editing the recordings and providing incorrect records, some of which have appeared on the internet.

RESOLVED

- i. To agree in principle to open the debate on recording meetings.**
- ii. To establish a working party to bring back a paper / report to a future P&R committee.**

The Chair thanked everyone for attending and closed the meeting at 8.20 pm.