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You are hereby summoned to attend the Monthly Meeting of the Sedgefield Town Council which is to be held at 7pm on Monday 8<sup>th</sup> July 2019, in the Council Offices.

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## AGENDA

1. Apologies
2. Declaration of Interest
3. STC Minutes / Committee Reports
  - a Minutes of Monthly Meeting: 10<sup>th</sup> June 2019
  - b Minutes of P&R Committee: 10<sup>th</sup> June 2019
  - c Minutes of Community Development & Engagement Committee: 10<sup>th</sup> June 2019
  - d Minutes of Environment Committee: 10<sup>th</sup> June 2019
  - e Minutes of Finance Working Group: 20<sup>th</sup> June 2019
  - f Minutes of Policy & Records Management Working Group: 24<sup>th</sup> June 2019
  - g Minutes of Personnel Committee: 24<sup>th</sup> June 2019
4. Matters of Information
5. Dates of Meetings
6. Public Participation
7. Internal reports
  - 7.1. Chairman's Report
  - 7.2. Mayor's Report
  - 7.3 Skerne Medical Group Update Report by Cllr Leo McCormack
  - 7.4 Speeding in Sedgefield Update Report by Town Clerk
8. External Reports  
None.
9. Correspondence
  - 9.1. Community Led Housing Opportunities (email and attachment from Ms Lauren Broderick, DCC dated 26<sup>th</sup> June 2019)
  - 9.2 Sedgefield – Footpath Access Between Taylor Wimpey and Story Developments (email from Mr Owen Shaw, DCC dated 24<sup>th</sup> June 2019)
  - 9.3 PRE90/19/01756 Removal of Telephone Box, The Square, Sedgefield (email from Ms Hilary Sperring, DCC dated 28<sup>th</sup> June 2019)
  - 9.4 County Durham Plan Submission For Independent Examination (email from Mr Stuart Timmiss, DCC dated 28<sup>th</sup> June 2019)
10. The Sedgefield Plan:
  - 10.1 The Sedgefield Plan Update Report by Town Clerk
11. Current Planning Applications

*T. J. Ayre.*

**COMMITTEE:** Policy & Resources  
**DATE:** Monday 8<sup>th</sup> July 2019  
**TIME:** Following Monthly Meeting  
**VENUE:** Council Offices



## **AGENDA**

1. Apologies
  2. Declaration of Interest
  3. Matters of Information
  4. Public Participation
  5. Reports:
    - 5.1 Terms of Reference For Finance Working Group 2019/20 Report by Town Clerk
    - 5.2 Terms of Reference For Policy & Records Management Working Group 2019/20 Report by Town Clerk
    - 5.3 Staff Maternity, Adoption, Paternity and Shared Parental Leave Policy Recommendation Report by Personnel Committee
    - 5.4 Staff Working Time Policy Recommendation Report by Personnel Committee
    - 5.5 Leave of Absence Policy Recommendation Report by Personnel Committee
    - 5.6 Adverse Weather Policy Recommendation Report by Personnel Committee
    - 5.7 Expansion of Butterwick Road Cemetery Recommendation Report by Finance Working Group
- Note:** Reports related to information exempt from the public are considered under agenda item 8.
6. Financial matters:
    - 6.1 Invoices for payment by cheques for approval after 10<sup>th</sup> June 2019
    - 6.2 Financial Budget Comparison as at 28<sup>th</sup> June 2019
    - 6.3 Debtors List as at 28<sup>th</sup> June 2019
    - 6.4 Direct Debits and BACS List for 1<sup>st</sup> – 30<sup>th</sup> June 2019
    - 6.5 June 2019 Bank Reconciliations and May 2019 Public Sector Deposit Fund Reconciliation Report by Town Clerk
    - 6.6 Future Section 106 Agreements Recommendation by Finance Working Group
    - 6.7 Mayor's Account / Mayor's Charity Recommendation by Finance Working Group
  7. Correspondence:
    - 7.1 Sedgefield Youth Club AGM (minutes of meeting held 10<sup>th</sup> June 2019)
    - 7.2 Proposed Conversion to Academy Status / Incorporation Into The Laidlaw Schools Trust (email and attachments from Ms Penny Walmsley, Sedgefield Community College dated 18<sup>th</sup> June 2019)
    - 7.3 Sedgefield Bowling Club (letter from Mrs Sheila Sutherland dated 11<sup>th</sup> June 2019)

**8. Consideration of Reports Exempt from the Public:**

- 8.1. Sedgefield Youth Club Summer Sessions Report by Cllr Julie Towler**
- 8.2 Evolve Data Centre Recommendation Report by Policy & Records Management Working Group**
- 8.3 Butterwick Road Cemetery Update Report by Estates Working Group (Note: This report will be circulated at the meeting)**
- 8.4 The Pickled Parson / Village Green Update Report by Town Clerk**
- 8.5 Pizza Castle / Village Green Update Report by Town Clerk**

*T. J. Ayre.*

Dr Jane Ayre, Town Clerk, July 1, 2019



**COMMITTEE:** Community Development & Engagement  
Committee

**DATE:** Monday 15<sup>th</sup> July 2019

**TIME:** 7pm

**VENUE:** Council Offices



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## AGENDA

1. Apologies
2. Declaration of Interest
3. Matters of Information
4. Public Participation
5. Reports:
  - 5.1 Potential Lighting/Signage Work Meeting Update Report by Town Clerk
  - 5.2 STC Summer Coach Trip Update Report by Projects & Media Co-ordinator
  - 5.3 Tub Planting Update Report by Projects & Media Co-ordinator
  - 5.4 VE Day 2019 Recommendation Report by Cllr Allan Blakemore
6. Correspondence:

None.

*T. J. Ayre.*

**Dr Jane Ayre**  
**Town Clerk**  
**July 1, 2019**



**COMMITTEE:** Environment Committee  
**DATE:** Monday 15<sup>th</sup> July 2019  
**TIME:** Following Community Development & Engagement  
**VENUE:** Council Offices



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## AGENDA

1. Apologies
2. Declaration of Interest
3. Matters of Information
4. Public Participation
5. Reports:
  - 5.1 Tree Survey Recommendation Report by Finance Working Group
  - 5.2 RoSPA Inspection of Eden Drive Play Area Report by Town Clerk
  - 5.3 Pizza Castle Planning Report by Cllr Stephen Winter
  - 5.4 Hardwick Arms Car Park Tarmac Condition Report by Cllr Stephen Winter
6. Correspondence:
  - 6.1 Parking Restrictions in Sedgefield (email from Mr Peter Broxton, DCC dated 11<sup>th</sup> June 2019)
  - 6.2 County Durham Environment Awards 2019 (email from CDALC dated 26<sup>th</sup> June 2019)
  - 6.3 Malton Terrace Footpath (email from Ms Julie Dows dated 26<sup>th</sup> June 2019)
  - 6.4 Request for Consideration of the Environment Committee (email from Ms Marie Throstle dated 1<sup>st</sup> July 2019)

*T. J. Ayre.*

*Dr Jane Ayre, Town Clerk  
July 1, 2019*

