
You are hereby summoned to attend the Monthly Meeting of the Sedgefield Town Council which is to be held at 7pm on Monday 9th September 2019, in the Council Offices.



AGENDA

1. Apologies
2. Declaration of Interest
3. STC Minutes / Committee Reports
 - a Minutes of Estates Working Group: 4th July 2019
 - b Minutes of Estates Working Group: 8th July 2019
 - c Minutes of Community Chest: 8th July 2019
 - d Minutes of Monthly Meeting: 8th July 2019
 - e Minutes of P&R Committee: 8th July 2019
 - f. Minutes of Fireworks Working Group: 11th July 2019
 - g Minutes of Butterwick Road Cemetery Working Group: 11th July 2019
 - h Minutes of Special Town Council Meeting: 15th July 2019
 - i. Minutes of Community Development & Engagement Committee: 15th July 2019
 - j. Minutes of Environment Committee: 15th July 2019
 - k Minutes of Finance Working Group: 18th July 2019
 - l. Minutes of Policy & Records Management Working Group: 22nd July 2019
 - n Minutes of Personnel Committee: 22nd July 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 Sedgefield Footpath 16 – Access Between Taylor Wimpey and Story Developments Update Report by Town Clerk
 - 7.4 County Durham Plan Examination Process Report by Town Clerk
 - 7.5 Build Out at Rectory Row/Stockton Road Junction Update Report by Cllr Mel Carr
8. External Reports:
 - 8.1 East Durham Rural Corridor AAP Board Meeting 18th July 2019 – Key Messages
9. Correspondence:
 - 9.1 Acknowledgement Letter for EN/19/00706 (email and letter from Ms Sally McDyer, DCC dated 19th July 2019)
 - 9.2 Aubergine Café, Segefield (email from Mr Bryan Harris, DCC dated 7th August 2019)
 - 9.3 Land adjacent to 16 Mitford Court, Sedgefield (email and map from Ms Karen Easton, DCC dated 6th August 2019)

- 9.4 Painting To Timberwork To Window and Café Frontage at Ground Floor of Listed Building, Aubergine Café (email from Ms Sally McDyer, DCC dated 16th August 2019)
 - 9.5 Town & Country Planning Act 1990 Reference DM/19/02507/FPA (letter from Mr Martin Lodge dated 23rd August 2019)
 - 9.6 Planning Application for 5 Durham Road (emails from Ms Margaret Crompton dated 27th August 2019)
10. **The Sedgefield Plan:**
- 10.1 The Sedgefield Plan Update Report by Town Clerk
11. **Current Planning Applications**

T. J. Ayre.

Dr Jane Ayre, Town Clerk, September 5, 2019



COMMITTEE: Policy & Resources
DATE: Monday 9th September 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 Estates Working Group Terms of Reference 2019/20 Report by Town Clerk
 - 5.2 Butterwick Road Cemetery Working Group Terms of Reference 2019/20 Report by Town Clerk
 - 5.3 Compliments, Comments and Complaints Policy Recommendation Report by Policy & Records Management Working Group
 - 5.4 Delegation Scheme Recommendation Report by Policy & Records Management Working Group
 - 5.5 Land Purchase From Durham County Council Report by Town Clerk
- 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 8th July 2019
 - 6.2 Financial Budget Comparison as at 30th August 2019
 - 6.3 Debtors List as at 30th August 2019
 - 6.4 Direct Debits and BACS List for 1st – 31st July 2019 and 1st – 31st August 2019
 - 6.5 July and August 2019 Bank Reconciliations and June and July 2019 Public Sector Deposit Fund Reconciliation Report by Town Clerk
 - 6.6 Notice of Appointment of Date for the Exercise of Public Rights Update Report by Town Clerk
 - 6.7 Conclusion of External Audit 2018/19 Report by Town Clerk
 - 6.8 Medium Term Financial Plan Recommendation Report by Finance Working Group
 7. Correspondence:
 - 7.1 Planning Gain and Section 106 Agreements (email and attachment from Ms Audrey Christie, CDALC dated 5th July 2019)
 - 7.2 Commonwealth War Graves Commission Signage – Butterwick Road Cemetery (email and attachments from Ms Sophia Mika, Commonwealth War Graves

Commission dated 17th July 2019)

- 7.3 Long Term Empty Property Council Tax Premium Consultation (email from CDALC dated 2nd August 2019)
8. Consideration of Reports Exempt from the Public:
- 8.1. Parish Hall Security Officers Update Report by Personnel Committee
 - 8.2. Butterwick Road Cemetery Update Report by Cllrs Mel Carr and Chris Lines and Clerk
 - 8.3. The Pickled Parson / Village Green Usage Update Report
 - 8.4. Pizza Castle / Village Green Usage Update Report
 - 8.5. North End Garage Lease Update Report
 - 8.6. Operation Bridge Report by Town Clerk
 - 8.7. Terrace Hill Funding Report by Town Clerk
 - 8.8. Tree Works In Ceddesfeld Hall Grounds Recommendation Report by Town Clerk
 - 8.9. Sedgefield In Bloom / Parish Hall (letter from Mr Howard Smith, Sedgefield in Bloom dated 14th August 2019)
 - 8.10. Service Level Agreement Between Spennymoor Youth & Community Centre and Sedgefield Town Council
 - 8.11. B13 Notice of An Application To Register Easements or Other Rights (letter and attachment from Ms Kay McAvinnie, HM Land Registry (dated 25th August 2019)

T. J. Ayre.

Dr Jane Ayre, Town Clerk, September 5, 2019

COMMITTEE: Community Development & Engagement
Committee

DATE: Monday 16th September 2019

TIME: 7pm

VENUE: Council Offices



AGENDA

1. Apologies
2. Declaration of Interest
3. Matters of Information
4. Public Participation
5. Reports:
 - 5.1 Sedgefield Youth Club Summer Sessions Feedback Verbal Report by Cllr Julie Towler
 - 5.2 Sedgefield Youth Club Management Committee Update Verbal Report by Cllr Julie Towler

Please note: Items 5.1. and 5.2. will be verbal reports as the Youth Club's Management Committee meeting will not be taking place until 5.30pm on Monday 16th September 2019

 - 5.3 Sedgefield Youth Club Grant Funding Applications Update Report by Projects & Media Co-ordinator
 - 5.4 Town Council Coach Trip Report by Projects & Media Co-ordinator
 - 5.5 Snow Party Update Report by Town Clerk and Projects & Media Co-ordinator
6. Correspondence:

None.

T. J. Ayre.

Dr Jane Ayre
Town Clerk
September 5, 2019

COMMITTEE: Environment Committee
DATE: Monday 16th September 2019
TIME: Following Community Development & Engagement
VENUE: Council Offices



AGENDA

1. Apologies
2. Declaration of Interest
3. Matters of Information
4. Public Participation
5. Reports:
 - 5.1 Northumbria In Bloom Awards Update Report by Town Clerk
6. Correspondence:
 - 6.1 B1278/A177 Salters Lane, Sedgefield – Request for Junction Improvements (letter from Mr David Battensby, DCC dated 17th July 2019)
 - 6.2 Trees on Sedgefield Town Council Owned Land (email from Mr Simon McGinnety, DCC dated 23rd July 2019)
 - 6.3 Pledge to Reduce Single Use Plastics (email from Mr Steve Ragg, CDALC dated 16th July 2019)
 - 6.4 2019 [Playground Safety] Inspections (email and attachments from Mr Barrie Alderson, DCC dated 26th July 2019)
 - 6.5 Thank You (letter from Mrs Norma Neal, Sedgefield In Bloom dated 9th August 2019)
 - 6.6 Information For Changes To Environment Agency Water Resource Licensing (email from Ms Andrea Emsley, Environment Agency dated 20th August 2019)
[Note: accompanying attachments have previously been emailed to all Cllrs]

T. J. Ayre.

*Dr Jane Ayre, Town Clerk
September 5, 2019*

