
You are hereby summoned to attend the Monthly Meeting of the Sedgefield Town Council which is to be held at 7pm on Monday 14th October 2019, in the Council Offices.



AGENDA

1. Apologies
2. Declaration of Interest
3. STC Minutes / Committee Reports
 - a Minutes of Personnel Committee: 2nd September 2019
 - b Minutes of Monthly Meeting: 9th September 2019
 - c Minutes of P&R Committee: 9th September 2019
 - d Minutes of Community Development & Engagement Committee: 16th September 2019
 - e Minutes of Environment Committee: 16th September 2019
 - f. Minutes of Estates Working Group: 19th September 2019
 - g Minutes of Finance Working Group: 26th September 2019
 - h Minutes of Fireworks Working Group: 26th September 2019
 - i. Minutes of Policy & Records Management Working Group: 30th September 2019
 - j. Minutes of Personnel Committee: 30th September 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 Town Councillor Resignation Report by Town Clerk
8. External Reports:
 - 8.1 East Durham Rural Corridor AAP Board Meeting 23rd September 2019 – Key Messages
9. Correspondence:
 - 9.1 Land Adjacent To 16 Mitford Court (emails from Ms Rachel Lewis dated 24th September 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, October 7, 2019

COMMITTEE: Policy & Resources
DATE: Monday 14th October 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 County Durham Single Use Plastics Pledge Recommendation Report by Environment Committee
 - 5.2 Publication Scheme Recommendation Report by Policy & Records Management Working Group
 - 5.3 Code of Conduct Recommendation Report by Policy & Records Management Working Group
 - 5.4 Social Media Policy Recommendation Report by Policy & Records Management Working Group
 - 5.5 Durham Local Councils Charter Update Report by Town Clerk
- Note:** Reports related to information exempt from the public are considered under agenda item 9.
6. Financial matters:
 - 6.1 Invoices for payment by cheques for approval after 9th September 2019
 - 6.2 Financial Budget Comparison as at 3rd October 2019
 - 6.3 Debtors List as at 3rd October 2019
 - 6.4 Direct Debits and BACS List for 1st – 30th September 2019
 - 6.5 September 2019 Bank Reconciliations and August 2019 Public Sector Deposit Fund Reconciliation Report by Town Clerk
 - 6.6 External Grant Funding Policy & Procedures Recommendation Report by Policy & Records Management Working Group
 7. Correspondence:

None.

- 8. Training:**
 - 8.1 Durham Community Action Training Brochure**
- 9. Consideration of Reports Exempt from the Public:**
 - 9.1. Parish Hall Security Officer Update Report by Personnel Committee**
 - 9.2 Butterwick Road Cemetery – Amended Rules and Regulations Update Report by Town Clerk**
 - 9.3 The Pickled Parson / Village Green Usage Verbal Report by Cllrs Mel Carr and Gloria Wills**

T. J. Ayre.

Dr Jane Ayre, Town Clerk, October 7, 2019



COMMITTEE: Community Development & Engagement
Committee

DATE: Monday 21st October 2019

TIME: After Environment Committee

VENUE: Council Offices



AGENDA

1. Apologies
2. Declaration of Interest
3. Matters of Information
4. Public Participation
5. Reports:
 - 5.1 Sedgefield and Hamminkeln Twinning Association Report by Cllrs Mel Carr and Chris Lines
 - 5.2 Sedgefield Town Council's Annual Fireworks Display Update Report by Fireworks Working Group
 - 5.3 Snow Party Update Report by Town Clerk and Projects & Media Co-ordinator
6. Correspondence:
 - 6.1 Poppies Request (from Mrs Jean Easson dated 20th September 2019)

T. J. Ayre.

Dr Jane Ayre
Town Clerk
October 7, 2019

COMMITTEE: Environment Committee
DATE: Monday 21st October 2019
TIME: 7pm
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
 - 5.2 Britain In Bloom Awards Report by Town Clerk
6. Correspondence:
 - 6.1 Take Climate Action In Your Community (email from Mr Simon Bowens, Friends of the Earth dated 2nd September 2019)

T. J. Ayre.

Dr Jane Ayre, Town Clerk
October 7, 2019



