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



AGENDA

- 1. Apologies**
- 2. Declaration of Interest**
- 3. STC Minutes / Committee Reports**
 - a Minutes of Policy & Records Management Working Group: 7th November 2019**
 - b Minutes of Butterwick Road Cemetery Working Group: 7th November 2019**
 - c Minutes of Personnel Committee: 11th November 2019**
 - d Minutes of Monthly Meeting: 11th November 2019**
 - e Minutes of P&R Committee: 11th November 2019**
 - f. Minutes of Community Development & Engagement Committee: 18th November 2019**
 - g Minutes of Environment Committee: 18th November 2019**
- 4. Matters of Information**
- 5. Dates of Meetings**
 - 5.1 Dates of December 2019 Meetings**
 - 5.2 Dates & Times of Meetings of the Council 2020/21**
- 6. Public Participation**
- 7. Internal reports:**
 - 7.1. Chairman's Report – by 2.12.19**
 - 7.2. Mayor's Report – by 2.12.19**
- 8. External Reports:**
 - 8.1. DCC County Cllr Report by County Cllr John Robinson**
- 9. Correspondence:**
 - 9.1 Sedgefield Community College (email from Mr D Davies, Head Teacher dated 26th November 2019)**
 - 9.2 Sedgefield Tennis Club and the Community College (email from Mr Ian Taylor dated 28th November 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, December 2, 2019

AGENDA

COMMITTEE: Policy & Resources
DATE: Monday 9th December 2019
TIME: Following Monthly Meeting
VENUE: Council Offices



1. Apologies
 2. Declaration of Interest
 3. Matters of Information
 4. Public Participation
 5. Reports:
 - 5.1 Northumbria In Bloom and Britain In Bloom Competitions 2020 Recommendation Report by Environment Committee
 - 5.2 Code of Our Values, Behaviours and Conduct Recommendation Report by Personnel Committee
 - 5.3. Disciplinary Policy Recommendation Report by Personnel Committee
 - 5.4 Resolution Policy Recommendation Report by Personnel Committee
 - 5.5 Councillor and Staff Working Protocol Recommendation Report by Policy & Records Management Working Group
 - 5.6 Corporate Risk Management Schedule Recommendation Report by Policy & Records Management 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 11th November 2019
 - 6.2 Financial Budget Comparison as at 28th November 2019
 - 6.3 Debtors List as at 28th November 2019
 - 6.4 Direct Debits and BACS List for 1st – 30th November 2019
 - 6.5 November 2019 Bank Reconciliations and October 2019 Public Sector Deposit Fund Reconciliation Report by Town Clerk
 - 6.6 Internal Audit Outcomes Report by Town Clerk
 7. Correspondence:
 - 7.1 Car Park Flooding (email from Mr Tony Guest, SCA dated 22nd November 2019)
 8. Consideration of Reports Exempt from the Public:
 - 8.1 Butterwick Road Cemetery – Amended Rules and Regulations Update Report by Town Clerk

T. J. Ayre.

COMMITTEE: Community Development & Engagement
Committee

DATE: Monday 9th December 2019

TIME: Following Environment Committee

VENUE: Council Offices



AGENDA

1. Apologies
2. Declaration of Interest
3. Matters of Information
4. Public Participation
5. Reports:
 - 5.1 Sedgefield Youth Club Funding Update Report by Projects & Media Co-ordinator
 - 5.2 Sedgefield Town Council Coach Trip Update Report by Town Clerk
 - 5.3 Snow Party 2019 Report by Town Clerk
 - 5.4 Young Citizen of the Year Report by Cllrs Chris Lines and Leo McCormack
6. Correspondence:
 - 6.1 Armed Forces Covenant and Outreach Service (email from CDALC dated 26th November 2019)

T. J. Ayre.

**Dr Jane Ayre
Town Clerk
December 2, 2019**

COMMITTEE: Environment Committee
DATE: Monday 9th December 2019
TIME: Following P&R Committee
VENUE: Council Offices



AGENDA

1. Apologies
2. Declaration of Interest
3. Matters of Information
4. Public Participation
5. Reports:
None.
6. Correspondence:
 - 6.1 [Eden Drive Playarea] Inspections (received from Mr Barrie Alderson, DCC 11th November 2019)
 - 6.2 RCEF Summary (email and attachment from Mr Steve Ragg, CDALC dated 19th November 2019)

T. J. Ayre.

Dr Jane Ayre, Town Clerk
December 2, 2019

