

## SEDGEFIELD TOWN COUNCIL

Minutes of the proceedings of the **JANUARY  
MONTHLY MEETING** of the **Council** held at  
**7 p.m.** in the **Council Offices**, Sedgefield, on  
**Monday 13<sup>th</sup> January 2020**



**Present** Cllr. Mel Carr (Chairman)  
Cllr. Gloria Wills (Vice Chairman) and:  
Cllrs. Allan Blakemore, David Brown, Mark Cant, Ann Carr, Chris Lines, Leo McCormack, Alfred Walton and Stephen Winter

**Officer** Dr Jane Ayre (Town Clerk)

Cllr Mel Carr, the Chairman, started the meeting by welcoming all and wishing everyone a Happy New Year.

**1. Apologies:**

Cllrs. Vanessa Carmichael, Julie Towler and Mavis Wayman.

**2. Declaration of interest:**

None.

**3. STC Minutes / Committee Reports:**

**a. Minutes of the Finance Working Group meeting held Tuesday 3<sup>rd</sup> December 2019:**

These were confirmed as a correct record. ( AB / DB )

**b. Minutes of the Monthly meeting held Monday 9<sup>th</sup> December 2019:**

These were confirmed as a correct record. ( CL / SW )

**c. Minutes of the P&R committee held Monday 9<sup>th</sup> December 2019:**

These were confirmed as a correct record. ( CL / AB )

**d. Minutes of the Environment committee meeting held Monday 9<sup>th</sup> December 2019:**

These were confirmed as a correct record. ( AW / M Cant )

**e. Minutes of the Community Development & Engagement committee meeting held Monday 9<sup>th</sup> December 2019:**

These were confirmed as a correct record. ( AB / AW )

**f. Minutes of the Finance Working Group meeting held on Monday 16<sup>th</sup> December 2019:**

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

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

**4. Matters of Information:**

**4.1 EDRC AAP Board Meeting Key Notes:**

Cllr Mel Carr is to feed comments made by Cllr Gloria Wills back to the EDRC AAP's next Board Meeting. Cllr Mel Carr to keep Cllrs updated on this matter.

**RESOLVED:**

**To receive the information.**

**4.2 Planning Application DM/18/00536/FPA – land to the West of junction of A689 and Stockton Road:**

The Clerk has written to Mr Henry Jones of DCC in accordance with the Town Council's wishes. On 12<sup>th</sup> June 2019 Mr Jones reported that he had no further update regarding this application but was hopeful of drawing a conclusion to the work soon so that it could go before Members for determination. No specific Planning Committee date is yet known. The Clerk to keep Cllrs updated on this matter.

**RESOLVED:**

**To receive the information.**

**4.3 S106 Monies:**

The Town Council awaits further information regarding this matter. Cllrs to continue to monitor this situation.

**RESOLVED:**

**To receive the information.**

**4.4 Chairman's Report (Build-outs):**

The Clerk has written to DCC's Conservation Officer to ask whether he had been consulted in the design of build-outs at the Rectory Row/Stockton Road junction and to question whether new yellow lines within the Conservation Area would be narrower and paler in colour in accordance with Conservation Area guidance. DCC's Conservation Officer is now investigating this matter. The Clerk to keep Cllrs updated on this matter.

**RESOLVED:**

**To receive the information.**

**4.5 Pending Planning Application:**

No information has yet been received regarding a retrospective planning application from Sedgfield Racecourse. Cllrs to consider this application when published by DCC.

**RESOLVED:**

**To receive the information.**

**4.6 Aubergine Café:**

No further information has been received regarding the investigation by DCC of recent painting to the front of this property. The Clerk to keep Cllrs updated on this matter.

**RESOLVED:**

**To receive the information.**

**4.7 Public Participation:**

No information has been received from DCC regarding the proposed/amended/cancelled plans for the junction at Stockton Road/Rectory Row. However, following comments made by public at November 2019 Environment Committee meeting, DCC have confirmed that an amended proposal is with Mr Adrian White (DCC's Head of Transport & Contract Services). Mr White has met with objectors to the original proposal and is arranging to meet with those in favour of the original plans with County Cllr John Robinson in attendance. DCC have confirmed that when appropriate they will share a copy of the amended proposal with the Town Council. The amended proposal will be a similar layout but with an extension to the footway rather than a full buildout. The Clerk reported that earlier that day she had received from Mr Peter Broxton of DCC the latest proposed design of the build-out for the Rectory Row/Stockton Road junction which had duly been circulated this to all Cllrs so that it could be considered at the Environment Committee meeting to be held on Monday 20<sup>th</sup> January 2020.

**RESOLVED:**

**To receive the information.**

**4.8 Town Cllr Vacancy:**

Notices of Casual Vacancy has been displayed on the Town Council's website, noticeboard and offices from 13<sup>th</sup> November 2019 and will remain there until the closing date of 31<sup>st</sup> January 2020. The Clerk to keep Cllrs updated on this matter.

**RESOLVED:**

**To receive the information.**

**4.9 DCC Policy on New Housing Development Speed Limits:**

The Clerk has written to Mr Adrian White of DCC in accordance with the Town Council's wishes. See agenda item 9.1 for Mr White's response.

**RESOLVED:**

**To receive the information.**

**4.10 Sedgefield Community College – Grant Funding Novation:**

The Clerk had made Ms Jane Merritt of DCC aware of the Town Council's meeting dates in December 2019 and January 2020 with deadline dates for inclusion of information in Committee packs. No information has yet been received.

**RESOLVED:**

**To receive the information.**

**4.11 Sedgefield Community College – Proposed Academisation:**

The Clerk had wrote to Mr David Davies of Sedgefield Community College on Thursday 12<sup>th</sup> December 2019 detailing the Town Council's questions regarding the proposed academisation as well as making him aware that members of the public have expressed concerns regarding consultation exercises. See agenda agenda item 9.2 for Mr Davies response.

**RESOLVED:**

**To receive the information.**

#### **4.12 Sedgefield Tennis Club:**

The Clerk had contacted Mr Ian Taylor of Sedgefield Tennis Club to schedule a meeting. Mr Taylor had confirmed that he would be willing to meet with representation from the Town Council. It was agreed that this meeting would take place at 6.30pm in the Town Council Offices on Thursday 23<sup>rd</sup> January 2020 with Cllrs Mel Carr, Gloria Wills and Mark Cant in attendance. Cllrs Mel Carr, Wills and Cant to keep Cllrs updated on this matter.

**RESOLVED:**

**To receive this information.**

#### **4.13 Eden Gardens, Sedgefield – Public Right of Way:**

The Clerk confirmed that a Special Town Council meeting at 6.15pm on Monday 20<sup>th</sup> January 2020 has now been arranged so that Mr David Abercrombie of Taylor Wimpey can present proposals for the Public Right of Way at Eden Gardens in the Town. Cllr Allan Blakemore asked if anything was known about Mr Abercrombie's proposals at this stage. The Clerk confirmed that nothing has been shared to date. Cllr Blakemore was concerned about this, however, several other Cllrs said that the purpose of such a meeting was to listen to proposals rather than make a decision at this stage. Cllr Stephen Winter suggested the Clerk see if Mr Abercrombie would be willing to share his presentation/information in advance of the Special Town Council meeting. The Clerk agreed to ask Mr Abercrombie.

**RESOLVED:**

**To receive this information.**

#### **4.14 The Sedgefield Plan:**

A new Sedgefield Plan page has been created on the Town Council's website. Domain names will not be renewed by the Town Council. The Sedgefield Plan's dedicated website has been closed and a redirection link put in place to the Town Council's website. The Plan's new location has been promoted via Twitter and an article will feature in the next edition of the Sedgefield Extra.

**RESOLVED:**

**To receive this information.**

**4.15 Current Planning Applications:**

The Clerk has forwarded to DCC Planning Officers the Town Council's comments on planning applications 1-3.

**RESOLVED:**

**To receive the information and to close this matter.**

**4.16 Additional Planning Application:**

Cllrs did not submit to the Clerk any comments regarding planning application DM/19/03735/FPA.

**RESOLVED:**

**To receive the information and to close this matter.**

**5. Dates of Meetings:**

Prior to the meeting the Clerk had circulated to all details of all meetings in January 2020 and civic events until November 2020.

**RESOLVED:**

**To receive the information.**

**6. Public Participation:**

The Chairman, Cllr Mel Carr closed the meeting whilst the public gave their views and comments.

Mrs Julia Bowles said she understood the Town Council were to have a meeting soon with the Community College regarding the proposed academisation and she reiterated her concerns that public consultation, funded by central government, had not been undertaken correctly and that residents living nearby to the College were unaware of this matter or implications upon them. Mrs Bowles said she had expressed her concerns to Mr John Robinson, Chair of the Governors, who had said he had consulted with the Town Council and received a letter of support for the academisation in June 2019 and that Cllr Mel Carr had proposed the academisation process as an excellent way forward. Mrs Bowles reported she had recently submitted an FOI request to DCC regarding the ornamental streetlights which they had installed in the Town. DCC had replied that they had replaced 11 street lanterns on existing street lighting columns as well as lighting columns which had reached the end of their useful life. DCC had confirmed that as this work was being undertaken in a

Conservation Area these had been replaced with heritage style street lighting. This is part of an on-going project which is not yet completed but expected to cost in the region of £38,000. Mrs Bowles said this was a scandalous amount of money to be spent by DCC for replacing lights which did not need replacing yet the street lights along Station Road have been out of action for some considerable time. With regards to the Community College's academisation process the Clerk replied that no letter had been sent from the Town Council to the Community College in June 2019. An email had been sent in July 2019, when this matter was first brought to the Town Council's attention, in which the Town Council made clear that Sedgefield Community College is a great asset to the Town and the Council sought assurance that the high educational standards at the College would continue should there be any change in governance. A response was not received to that email, however, when the Town Council was asked to submit any further questions to the Community College by 13<sup>th</sup> December 2019 in addition to these questions was a reminder of the email sent in July 2019. Cllr Mel Carr informed Mrs Bowles that while he is a Governor at Sedgefield Community College he does this in a private capacity and not as a Town Council representative. Cllr Mel Carr said that Mr Robinson should not be inferring his comments in such a way.

Mr Howard Smith noted that the Town Council was due to discuss DCC's latest build-out plan for the junction at Stockton Road/Rectory Row at next week's Environment Committee meeting. Mr Smith said this issue had started in April 2015 and that to date there had been four different design plans. Mr Smith expressed disappointment that the latest version of the plan now to be considered by public consultation was different to that plan drawn, but not shared with the Town Council by DCC, following a meeting in October 2019 at which Mr Smith and local residents Mrs Julia Bowles, Mrs Liz Mitchell and Mr Alan Pattison had attended with Mr Adrian White of DCC and County Cllr John Robinson. It was felt that the meeting in October 2019 had resulted in a very good compromise yet now seven weeks on a totally different plan was out for public consultation. Mr Smith said this situation was ridiculous and questioned how much time and money DCC had spent on this when the present junction configuration had been in place for 40 years with no problems or recorded traffic or pedestrian accidents. Mr Smith said he hoped that Sedgefield Town Council would back residents in only supporting the junction amendments which had been agreed at the October 2019 meeting. Mr Smith said that he would share with the Clerk, for dissemination to Town Cllrs, a copy of the plan from October 2019. Mr Smith said he had spoken to County Cllr John Robinson who said he had no knowledge of the plans being changed since October 2019. Cllr Mel Carr said that when the Town Council had looked at the original proposals for this area of the Town it had been felt that only the existing lines needed repainting.

Mr Alan Pattison asked if the Town Council could find out the exact dimensions to accompany DCC's latest proposal for the build-out at Stockton Road/Rectory Row. The Clerk suggested that Cllr David Brown in his County Cllr role would be best placed to achieve this and Cllr Brown agreed to investigate.

The Chairman thanked the members of the public for their comments and re-opened the meeting.

## **7. Internal Reports:**

### **7.1 Chairman's Report:**

Cllr Mel Carr, Chairman of the Council, reported that since the last meeting he had attended the Finance Working Group meeting at which a recommendation had been agreed for a 2020/21 budget and precept request, both of which are to be considered at the later P&R Committee meeting.

#### **RESOLVED:**

**To receive this information.**

### **7.2 Mayor's Report:**

The Mayor, Cllr Leo McCormack, reported that he had been very busy in December attending twelve carol concerns all of which had been very different and enjoyable. On Saturday 11<sup>th</sup> January 2019 the Mayor had hosted a Dance For Dementia event at Sedgefield Parish Hall which had been very well attended and included four different entertainment acts resulting in raising £810. Cllr McCormack made fellow Cllrs aware of his fund raising Coffee Morning in Sedgefield Parish Hall on Friday 31<sup>st</sup> January 2020 and his Parish Cheese and Wine event on 15<sup>th</sup> February 2020 as a fund raiser for St John Fisher Roman Catholic Church. Cllr McCormack's work continues to prepare for his Civic Ball at Hardwick Hall Hotel on 6<sup>th</sup> March 2020 and he was due to meet with Ms Janet Todd of NETPark on 28<sup>th</sup> January 2020 to seek their support for the event. The Clerk requested Cllr McCormack liaise with Cllr Chris Lines on this matter as the Town Council's NETPark appointed liaison representative.

#### **RESOLVED:**

**To receive this information.**



**8. External Reports:**

**8.1 DCC County Cllrs Report by County Cllrs John Robinson and David Brown:**

The Clerk circulated to all a DCC County Cllrs Report from County Cllrs John Robinson and David Brown which had been received earlier that day.

**RESOLVED:**

**Cllrs to consider this report.**

**9. Correspondence:**

**9.1 Large Scale Development on Land to the South of Eden Drive, Sedgefield Planning Application DM/17/01322/RM (letter from Mr Adrian White, DCC dated 13<sup>th</sup> December 2019):**

Prior to the meeting the Clerk had circulated to all a letter from Mr Adrian White of DCC which was in response to the Town Council's letter requesting a 20mph speed limit be instated at the large scale development South of Eden Drive. Mr White explained that as the design of the through road incorporates a couple of pinch points, where the road would narrow to only one lane and priority give-way used, it is hoped these traffic calming features will help to reduce traffic speeds and make the route less attractive as a short cut. DCC's current policy in relation to 20mph speed limits is to implement these only outside schools where speeding/road safety is of concern. Mr White did state that once the housing estate South of Eden Drive was fully built and the housing occupied that he would be happy to arrange some speed monitoring and review the situation if it was required.

Cllr Stephen Winter said that he was not happy with the response from Mr White as at a Planning Committee meeting held in July 2017 DCC's Highways Development Manager had referred to DCC's 20mph speed limit policy being applied to new housing developments whereas Mr White's letter indicates this is only employed around schools. Cllr Winter requested that DCC be asked when their policy changed.

Cllr Gloria Wills reminded all that the Town Council had been heavily involved in objecting to this planning development and that the original plans had proposed a much wider road, a "main road", going through the estate. The Town Council had expressed concerns that the incorporation of a main road would result in creating a rat run through the housing. Subsequently this road was narrowed considerably and DCC's 20mph policy does not apply to such. Cllrs agreed there was a difference between comments reported in the minutes of a Planning Committee meeting and DCC's actual policy.

Cllr Mel Carr shared with all Cllrs an Eden Gardens promotional leaflet produced by Taylor Wimpey in April 2019 in which a site plan was included. Cllr Mel Carr noted that the site plan clearly showed the pinch points to be instated on the road as referenced in Mr White's letter, however, whilst the road is now open the pinch points are not yet in place. Cllr Winter said that he had been told by Taylor Wimpey's Site Manager that pinch points would be the responsibility of DCC when they adopt the road.

**RESOLVED:**

**The Clerk to reply to Mr Adrian White and to seek clarification as to when pinch points are to be installed in the estate.**

**9.2 Sedgefield Community College (letter from Mr John Robinson, Chair of Governors dated 20<sup>th</sup> December 2019):**

Prior to the meeting the Clerk circulated to all a letter from Mr John Robinson, Chair of the Governors at Sedgefield Community College in which he responded to the questions the Town Council had submitted on 12<sup>th</sup> December 2019. Since the circulation of this letter the Clerk reminded all Cllrs that she had, through Mrs Penny Walmsley, been able to schedule a meeting between Town Council representatives, Mr David Davies, Mr John Robinson and representatives of the College's architects. This meeting would take place on Tuesday 14<sup>th</sup> January 2020 at 4.30pm at the Community College. The Town Council would be represented by Cllrs Mel Carr, Gloria Wills and Vanessa Carmichael.

Cllr Gloria Wills had prior to the meeting circulated electronically to Cllrs her concerns regarding this matter and reiterated her concerns regarding the serious implications of this matter going ahead without any consideration or alternative arrangements for the additional traffic which is associated with this proposal. Cllr Wills noted that Mr Robinson had referred to the College retaining a policy that no parents park along Butterwick Road but was unaware that any such information was actually given to parents as parking in this area occurs daily. Cllr Wills said that Butterwick Road struggles to cope with the existing volume of traffic generated by the Community College and would not cope with any additional traffic. She believed that a dedicated transport plan was required and that an alternative access around the back of Sainsburys was required in order to attempt to reduce traffic travelling through the Town centre.

Cllr Wills referred everyone to the guidance at gov.uk regarding the process for establishing an academy including the £25,000 grant for statutory consultation and clear stipulation as to how, and with whom, this should be undertaken . Cllr Wills confirmed she would take this guidance to the meeting at the Community College to ensure full information/evidence was obtained. Cllr Wills reiterated her concern that the proposed development of the College's site included the creation of 50 additional parking spaces and questioned if this could be at the expense of much needed playing fields? In addition, she was concerned that any land transfer would see such assets being taken out of the hands of Sedgefield and potentially in the future being used for commercial gain, action which would also go against the funding agreement from Sport England when it provided funding for the creation of such assets. In essence this would see the giving away of community facilities to private control without any benefit to the local community. Cllr Wills noted that Sedgefield Tennis Club have already had to relocate to Chilton. Cllr Wills sought assurance from other Cllrs that they shared these concerns and were behind any challenge to the academization process.

Cllr Mel Carr said that it was important that urgent clarification was obtained regarding the future of the playing fields, the community centre and access to it, community consultation and traffic/access implications.

Cllr Allan Blakemore expressed his concern at the size of the College's catchment area as many young people travel some considerable distance to attend which results in some people moving into Sedgefield and then not being able to obtain a place. Cllr Blakemore said it was his understanding that an Academy had to achieve a certain number of pupils in order to access funding and he wanted an assurance that local young people should have an entitlement to attend the Community College. In addition, Cllr Blakemore was very concerned that a significant amount of Section 106 monies had/was going to be given to the Community College which would benefit a private academy trust. Cllr Wills confirmed that once an academy is created the local authority does not have a say in how it will be run as the academy is a completely separate body. Cllr Mel Carr said he understood £900,000 of Section 106 monies had been allocated to the Community College for class room extensions. A developer could ask to see receipts to ensure that the Section 106 monies had been spent in accordance with the agreed work and if it was found this had not happened they could ask for the monies to be returned and it be re-allocated elsewhere. Cllr Mel Carr suggested that both local primary schools in the Town could benefit from such monies.

Cllr Alf Walton said that he had become aware of some academies being created and then selling off playing fields for commercial purposes resulting in young people not having access to such facilities.

Cllr Stephen Winter noted that other schools within the Laidlaw Trust were poorly performing and wanted an assurance that resources would not be taken away from Sedgefield Community College to boost those other sites at the expense of reducing standards and attainment at the Community College.

Cllr Leo McCormack said that it seemed like the government were very supportive of academization. He also believed that once academies were created they then did not appear to have any interest in local issues.

Cllr Chris Lines supported all the comments which had been made being raised with the Community College by the Town Council's representatives attending the meeting on 14<sup>th</sup> January 2020.

**RESOLVED:**

**Cllrs Mel Carr, Gloria Wills and Vanessa Carmichael to raise the Town Council's concerns at the meeting to be held at Sedgefield Community College on 14<sup>th</sup> January 2020 and to keep Cllrs updated on this matter.**

**9.3 Consultation On Draft Supplementary Planning Document 1: Housing and Drat Supplementary Planning Document 2: Householder Extensions and Alterations (email from Stockton Borough Council dated 8<sup>th</sup> January 2020):**

Prior to the meeting the Clerk had circulated to all an email from Stockton Borough Council's Economic Strategy and Planning Policy Team dated 8<sup>th</sup> January 2020 detailing their current consultation exercises relating to two of their supplementary planning documents.

**RESOLVED:**

**To receive this information.**

**10. Current Planning Applications**

A schedule of the current planning applications had been circulated prior to the meeting. Each application was then considered, and the following comments were made (Note:

number refers to the number on the circulated list):

**10.1 DM/19/03498/FPA – first floor rear extension, 65 The Meadows, Sedgefield:**

Cllrs did not have any objection to this application.

**10.2 DM/19/03816/FPA – seasonal tipi wedding venue including erection of tipis and associated structures, land to the south west of A689, Bradbury:**

Cllrs requested clarification as to what is meant by seasonal as well as what conditions would be put in place to monitor and control noise disturbance, light pollution and light disturbance. Cllrs expressed concerns regarding the access (both entry and exit) to this site. Cllrs noted the close proximity to the nearby vets and agricultural land so therefore would like a condition to be applied not permitting the use of fireworks.

**10.3 DM/19/03821/FPA – demolition of 2 no single storey garage buildings and construction of a dwelling with associated parking and landscaping (resubmission), 46 West End, Sedgefield:**

Cllrs expressed concern this application proposes to include three flat Velux windows to the roof of this property adjacent to the road when there is no precedent for this and other planning applications in this area have been refused such. Concern is also expressed regarding the proposed use of grey aluminum doors and windows which do not feature elsewhere in this area of the Town's Conservation Area. Cllrs requested DCC's Conservation Officer be asked to investigate these concerns.

**10.4 DM/19/03910/FPA – single storey rear extension, 23 Boynston Grove, Sedgefield:**

Cllrs did not have any objection to this application.

**RESOLVED:**

**The comments on planning applications 1-4 above to be submitted to DCC Planners.**

**ADDITIONAL PLANNING APPLICATION:**

The Clerk circulated to all details of the following planning application which had been published by DCC earlier that day:

DM/19/03964/FPA – rear single storey extension, 47 Winterton Avenue, Sedgefield

DM/19/03970/FPA – permanent gas fuelled ceremonial beacon (5 metre height) to be sited on a concrete base on the open space, as part of the commemoration of the 75<sup>th</sup> anniversary of VE Day, St Catherine's Church, Fishburn

**RESOLVED:**

**Consideration of the above planning applications to be delegated to the Environment Committee meeting on Monday 20<sup>th</sup> January 2020.**

The Chair thanked everyone for attending and closed the meeting at 8.03pm.

APPROVED

# SEDFIELD TOWN COUNCIL

## POLICY & RESOURCES



Minutes of the proceedings of the **JANUARY POLICY & RESOURCES** of the Council held following the Monthly meeting in the **Council Offices**, Sedgefield, on **Monday 13<sup>th</sup> January 2020**

- Present**                    **Cllr. Gloria Wills (Chairman)**  
**Cllr Mel Carr (Vice Chairman) and:**  
Cllrs. Allan Blakemore, David Brown, Mark Cant, Ann Carr, Chris Lines, Leo McCormack, Alfred Walton and Stephen Winter.
- Officer**                    Dr Jane Ayre (Town Clerk)
1.    **Apologies:**  
Cllrs. Vanessa Carmichael, Julie Towler and Mavis Wayman.
  
  2.    **Declaration of interest:**  
Cllr Chris Lines declared a non-pecuniary interest in item 6.8. No other Cllrs made any declaration of interest.
  
  3.    **Matters of Information:**
    - 3.1    **Sedgefield Town Council Corporate Plan:**

This matter has also been discussed at a recent Finance Working Group at which the Council's Internal Auditor was in attendance. It is recognized that whilst this Plan is important to have it must also be put into context of the Council's other on-going work priorities. A proposed structure was presented to the Finance Working Group meeting held in September 2018 and time is now required for the Clerk to prepare a brainstorming session with all Cllrs to identify what they believe to be the Council's priorities as part of an exercise to agree collectively such activities, however, it has previously been agreed that this would not occur whilst the Council was operating with any Cllr vacancy. The Clerk to keep Cllrs updated on this matter.

**RESOLVED:**

**To receive the information.**

**3.2 Legal Issues (Ceddesfeld Hall and Grounds):**

The Clerk has informed Mr Anthony Walters that the Town Council instruct him to oversee the registration of Ceddesfeld Hall and grounds once information has been obtained by the Clerk from the Church of England archives. Information has now been received from the archives and forwarded to the Solicitor for consideration and additional information has now been requested which the Clerk needs to consider. The Clerk to keep Cllrs updated on these matters.

**RESOLVED:**

**To receive the information.**

**3.3 Meeting with District Church Council Members:**

The Estates Working Group have requested further information from the Church. The Estates Working Group to keep Cllrs updated on this matter.

**RESOLVED:**

**To receive the information.**

**3.4 Village Green Issues:**

The Estates Working Group are currently drafting a Village Green Policy and will then oversee the production of a letter to businesses/resident whose properties border village green informing them that the Town Council is reviewing its Village Green Policy. The Clerk to keep Cllrs updated on these matters.

**RESOLVED:**

**To receive the information.**

**3.5 Durham Records Office:**

The Policy & Records Management Working Group continue to oversee the Council's work towards GDPR compliance. The Policy & Records Management Working Group to bring update/recommendations reports to future P&R Committee meetings as required.



**RESOLVED:**

**To receive the information and to close this matter.**

**3.6 Payment by BACS:**

An updated Barclays Banking Mandate has now been produced and completed as part of the Council's wish to permit payment by BACS. Personal ID now needs to be taken to Barclays in order for the paperwork to be finalized. It is hoped that payment by BACS can be resolved by no later than March 2020. The Clerk to keep Cllrs updated on this matter.

**RESOLVED:**

**To receive the information.**

**3.7 Station Road Playing Field:**

The Clerk has written to Mr John Reed of DCC acknowledging receipt of his latest correspondence and informed him that Town Cllrs are now considering the current terms of the lease and will be in touch again soon. This matter was placed on the agenda of the most recent Estates Working Group meeting for Cllrs to consider the lease shared. The Estates Working Group to keep Cllrs updated on this matter.

**RESOLVED:**

**To receive the information.**

**3.8 Hardwick Hall Hotel Licensing Matters:**

Mr Martin Haigh of DCC to keep the Clerk updated regarding the review of Hardwick Hall Hotel's Premises Licence. The Clerk to keep Cllrs updated on this matter.

**RESOLVED:**

**To receive the information.**

**3.9 Expansion of Butterwick Road Cemetery:**

A planning application has been submitted to DCC and as a result DCC have requested additional information. Some information has now been collated but further information is required from the Town Council's tree specialist. A Section 106 application form has been received from Mr Stephen Reed of DCC and will be discussed at the next Finance Working Group along with an agreement on how to gain

the support of both local County Cllrs. The Clerk to keep Cllrs updated on this matter.

**RESOLVED:**

**To receive the information.**

**3.10 The Pizza Castle / Village Green:**

No reply has yet been received from DCC's legal department regarding the possibility of screening being erected without breaching the covenant imposed in and by the transfer of land of 14<sup>th</sup> November 2000. The Clerk has written to DCC's Conservation Officer asking him if he can find out the likely timescale for getting a response on this matter and had received confirmation earlier that day that a DCC legal representative had been allocated for investigating this matter. Confirmation has been received that a legal representative has been identified to progress this matter. The Clerk to keep Cllrs updated on this matter.

**RESOLVED:**

**To receive the information.**

**3.11 North End Garage:**

The Town Council's solicitor is progressing the matter of a new lease between the Town Council and Mr and Mrs Theakston. The Clerk to keep Cllrs updated on this matter.

**RESOLVED:**

**To receive the information.**

**3.12 Royal Garden Party 2020:**

The Clerk has informed CDALC of Cllr Allan and Mrs Susan Blakemore's nomination to represent Sedgefield Town Council in the ballot for the 2020 Royal Garden party. The Clerk to keep Cllrs updated on this matter.

**RESOLVED:**

**To receive the information.**

**3.13 The Pickled Parson / Village Green:**

The unauthorized items on the village green remained in-situe beyond the Town

Council's deadline of 12 noon on Friday 15<sup>th</sup> November 2019. As a result of this the Clerk issued instructions to the Town Council's solicitor to commence legal proceedings. The Clerk to keep Cllrs updated on this matter.

**RESOLVED:**

**To receive the information.**

**3.14 First Aid Training:**

An Emergency First Aid At Work training course took place for volunteer Council staff plus Cllr Chris Lines on Wednesday 8<sup>th</sup> January 2020. This had been a very successful event and a full report is being prepared for the next Personnel Committee meeting. The Personnel Committee will review the first aid training and then prepare a proposal for a future P&R Committee meeting regarding a possible community group first aid training session.

**RESOLVED:**

**To receive the information.**

**3.15 Treeworks:**

The Clerk has informed AW Treecare of their successful quotations on work to trees near to the Town Council Offices and Butterwick Road allotment site. The Clerk to keep Cllrs updated on this matter.

**RESOLVED:**

**To receive the information.**

**3.16 Northumbria and Britain In Bloom Competitions:**

The Clerk has completed and submitted all necessary paperwork to enter Sedgefield into the Bloom 2020 competitions.

**RESOLVED:**

**To receive the information and to close this matter.**

**3.17 Code of Our Values, Behaviours and Conduct:**

Copies of this Code have been shared with staff.

**RESOLVED:**

**To receive the information and to close this matter.**

**3.18 Disciplinary Policy:**

Copies of this Policy have been shared with staff.

**RESOLVED:**

**To receive the information and to close this matter.**

**3.19 Resolution Policy:**

Copies of this Policy have been shared with staff.

**RESOLVED:**

**To receive the information and to close this matter.**

**3.20 Councillor and Staff Working Protocol:**

Copies of this Protocol have been shared with staff.

**RESOLVED:**

**To receive the information and to close this matter.**

**3.21 Pocket Park Plus Grant Funding:**

Following subsequent comments made by Mr Howard Smith of the Sedgefield In Bloom Group during Public Participation at the December 2019 Environment Committee meeting it was not necessary for the Clerk to write to Mr Smith regarding this matter.

**RESOLVED:**

**To receive the information and to close this matter.**

**3.22 Car Park Flooding – Ceddesfeld Hall:**

The Clerk has thanked Mr Tony Guest for his update on this matter and given clear instruction about the need to seek expert opinion of the Town Council's appointed tree specialist before any work is undertaken that could affect the large Horse Chestnut tree in the grounds of Ceddesfeld Hall. See agenda item 7.2 for further information.

**RESOLVED:**

**To receive the information.**

**3.23 Butterwick Road Cemetery – Amended Rules and Regulations:**

Letters will be issued as agreed at the end of January 2020. The Clerk to keep Cllrs updated on this matter.

**RESOLVED:**

**To receive the information.**

**4. Public Participation:**

The Chairman, Cllr Gloria Wills, closed the meeting for the public to give views and comments.

Mrs Julia Bowles noted that Terrace Hill funding was to be considered on the agenda and understood that this money had been held by the Town Council on behalf of several groups for some considerable time. In Mrs Bowles previous experience after a certain length of time such funding would be readvertised to allow other groups/the same groups to reapply. Mrs Bowles also hoped that any interest generated as a result of holding such money would be given to the selected groups. She reported that she was seeking from DCC assurance that they would be doing the same in relation to Section 106 monies. Mrs Bowles also noted that a consultation in relation to unauthorized encampments was also to be considered later in the agenda and she urged the Town Council to not let anyone set up such encampments at Beacon Lane as the community had fought long and hard to close this area. Cllr Wills replied this was a central government consultation which was open to all to comment and requested the Clerk share details of it via the residents database.

The Chairman thanked the member of the public for her comments and re-opened the meeting.

**5. Reports:**

**5.1 Revised Butterwick and Winterton Allotments – Rules and Regulations**

**Recommendation Report by Policy & Records Management Working Group:**

Prior to the meeting the Clerk had circulated to all a Revised Butterwick and Winterton Allotments – Rules and Regulations Recommendation Report by the Policy & Records

Management Working Group. The Clerk proposed that in addition to the changes being recommended by the Working Group that, pending discussion under agenda item 6.7, any new allotment fees for 2020/21 also be included. Cllrs agreed.

**RESOLVED:**

**To adopt the updated Butterwick and Winterton Allotment – Rules and Regulations with immediate effect.**

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 9<sup>th</sup> December 2019:**

Prior to the meeting the Clerk had circulated to all details of cheques for approval after 9<sup>th</sup> December 2019 numbered 109670 to 109678. In addition, the Clerk distributed to all an updated cheques for approval list which added cheques numbered 109679 to 109685.

**RESOLVED:**

- i) All cheques and invoices were approved for payment.**
- ii) Cllrs Mel Carr and Gloria Wills plus the Town Clerk to duly sign the cheques.**

**6.2 Financial Budget Comparison as at 19<sup>th</sup> December 2019:**

**RESOLVED:**

**To receive the Financial Budget Comparison as at 19<sup>th</sup> December 2019.**

**6.3 Debtors List as at 19<sup>th</sup> December 2019:**

**RESOLVED:**

**To receive the Debtors List as at 19<sup>th</sup> December 2019.**

**6.4 Direct Debits and BACS List for 1<sup>st</sup> – 31<sup>st</sup> December 2019:**

**RESOLVED:**

**To receive Direct Debits and BACS List for 1<sup>st</sup> – 31<sup>st</sup> December 2019.**

**6.5 December 2019 Bank Reconciliations and November 2019 Public Sector Deposit Fund Reconciliation Report by Town Clerk:**

**RESOLVED:**

To receive the 1<sup>st</sup>-31<sup>st</sup> December 2019 Bank Reconciliations and 1<sup>st</sup> – 30<sup>th</sup> November 2019 Public Sector Deposit Fund Reconciliation.

**6.6 2020/21 Budget and Precept Recommendation Report by Finance Working Group:**

Prior to the meeting the Clerk had circulated to all a 2020/21 Budget and Precept Recommendation Report by the Finance Working Group.

**RESOLVED:**

i) Sedgefield Town Council to set a precept for 2020/21 of £313,996.63 which will be shown on Council Tax billing information as a 5.5% increase on a Band D tax.

ii) An explanatory article, to be finalized by the Clerk and Cllr Chris Lines, to be included in the next edition of the Sedgefield Extra and displayed on the Town Council's website.

iii) To approve the presented income and expenditure budget for 2020/21.

**6.7 Review of Fees and Charges for 2020/21 Recommendation Report by Finance Working Group:**

Prior to the meeting the Clerk had circulated to all a Review of Fees and Charges for 2020/21 Recommendation Report by the Finance Working Group.

**RESOLVED:**

i) The price of a pack of dog bags remains at 60p, as per the current charge, in 2020/21.

ii) A 2% increase in hire of allotment charges for 2020/21 rounded up to £43 for a full plot and £33 for a half plot. The Clerk to write to allotment holders.

iii) From 1<sup>st</sup> April 2020 the Town Council charges:

To regular groups – 12p per page black and white copying and 15p per page colour copying.

To private individuals – 20p per page black and white copying and 25p per

**page colour copying.**

**(These charges are for single sided copies. Double sided copies would be charged at double the price). The Clerk to write to regular groups and display notice in Town Council offices.**

- iv) Parish Hall hire charges to increase by 2% (rounded up to nearest 50p) from 1<sup>st</sup> April 2020. The Clerk to write to Parish Hall users and display notice in Parish Hall and on website.**
- v) Cemetery fees to increase by 2% from 1<sup>st</sup> April 2020. The Clerk to display notice at Butterwick Road Cemetery and on website.**

#### **6.8 Terrace Hill Funding Update Report by Town Clerk:**

Prior to the meeting the Clerk had circulated to all a Terrace Hill Funding Update Report.

Cllr David Brown proposed that the Town Council's previous decision in December 2018, i.e. that as the Sedgefield Bowling Club and Sedgefield Harriers are both dependent to an extent on receiving an allocation of Section 106 money that their respective allocations of Terrace Hill funding remain in place until the outcome of Section 106 monies allocation relating to the large-scale development at Eden Drive is known, continues. All Cllrs agreed.

#### **RESOLVED:**

**The Town Council to continue to hold Terrace Hill funding on behalf the Sedgefield Bowling Club and Sedgefield Harriers as well as to continue to monitor their progress once the allocation of Section 106 monies is known.**

#### **7. Correspondence:**

##### **7.1 Unauthorised Encampment Consultation (email and attachments from CDALC dated 11<sup>th</sup> November 2019):**

The Clerk reminded all that in November 2019 she had circulated to all details of a government consultation regarding unauthorized encampments.

#### **RESOLVED:**

- i) Sedgefield Town Council to submit a response to this consultation.**
- ii) Cllr Gloria Wills and the Clerk to prepare a draft response which will then be circulated to all Cllrs electronically for agreement and then submitted by the**



**Clerk in advance of the consultation's deadline date 5<sup>th</sup> March 2020.**

**7.2 Car Park Flooding – Ceddesfeld Hall (email from Mr Tony Guest, SCA dated 20<sup>th</sup> December 2019):**

Prior to the meeting the Clerk had circulated to all an email from Mr Tony Guest of the SCA giving a further update regarding a potential option for resolving the current flooding issue in the car park at Ceddesfeld Hall.

Cllr Alf Walton expressed concern that the soakaway being proposed would not be big enough to resolve this matter.

**RESOLVED:**

**The Clerk to arrange an on-site meeting between Cllrs Alf Walton, Allan Blakemore, Gloria Wills and Mel Carr with Mr Tony Guest of the SCA and the Town Council's tree specialist in order to look at options and try to progress this matter as quickly as possible.**

**7.3 Mediaeval Fayre (email from Mr John Robinson, SCA dated 9<sup>th</sup> January 2020):**

The Clerk read out an email from Mr John Robinson in which the SCA requested use of the central village greens on Friday 15<sup>th</sup> and Saturday 16<sup>th</sup> May 2020 for the Town's Mediaeval Fayre and assured that no fairground rides would be set up until after 9am on the Friday and litter pickers would be employed for the Saturday.

**RESOLVED:**

**To grant the SCA permission to use the central village greens for the days requested as part of the Mediaeval Fayre and request the SCA make the owners of the fairground rides aware of the recently installed pedestrian build-outs along Rectory Row.**

The Chair, Cllr Gloria Wills, explained that due to the confidential nature of the following item this would be discussed under Exempt Information and had any members of the public or press been present would have asked them to leave the meeting at this point (Section 1 Sub Section (2) of the Public Bodies (Admission of Meetings) Act 1960).

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

**8.1 HR Service Level Agreement with DCC Recommendation Report by Town Clerk:**

Prior to the meeting the Clerk had circulated to all an HR Service Level Agreement Report With DCC which was then discussed by Cllrs.

The Chair thanked everyone for attending and closed the meeting at 8.50pm.

APPROVED

# SEDGEFIELD TOWN COUNCIL

## SPECIAL MEETING



Minutes of the proceedings of a **Special Meeting** of the **Council** held  
at 6.15pm in the **Council Offices**, Sedgefield, on **Monday 20<sup>th</sup>**  
**January 2020**

**Present**

**Cllr. Mel Carr (Chairman)**

**Cllr. Gloria Wills (Vice-Chairman) and**

Cllrs. Allan Blakemore, Ann Carr, Chris Lines and Stephen Winter

**Officer**

Dr Jane Ayre (Town Clerk)

**1. Apologies:**

Cllrs. Mark Cant, Vanessa Carmichael, Leo McCormack, Julie Towler and Mavis Wayman.

**2. Declaration of interest:**

None.

**3. Proposed Diversion to Eden Gardens, Sedgefield Public Right of Way: Presentation by Mr David Abercrombie, Technical Director, Taylor Wimpey North East:**

The Chair, Cllr Mel Carr, welcomed Mr David Abercrombie of Taylor Wimpey North East to the meeting and explained that he would present information regarding a proposed diversion to the public right of way through Eden Gardens in the Town and then Cllrs would be allowed the opportunity to ask questions. If time permitted then members of the public would also be given the opportunity to ask questions.

Mr Abercrombie thanked the Town Council for the opportunity to present. He reported that Taylor Wimpey North East are working well on their site and are due to complete the current build by 2022. There have been very few public concerns voiced regarding the work on-site. There are some on-going issues at the site relating to boundaries near to the main access where a dilapidated fence can currently be seen but it is hoped this will be resolved soon and some revised landscaping proposals issued. Mr Abercrombie explained that 278 Works relating to the entrance to the site (Stockton Road right turn) are due to be completed within

hopefully the next month and DCC will be issuing temporary notices in relation to this. Mr Abercrombie reminded all that another planning application (known as Phase 2) was currently running relating to land at the left hand side of the sales area upon which stables are currently sited. Whilst the planning application is still live, Taylor Wimpey North East have now formally withdrawn their interest in this land.

Mr Abercrombie then went on to explain there is a public right of way through the Eden Gardens site which presently has been subjected to two temporary diversions, one now running around the edge of the site near to the road to allow building work to take place. Work is now required in order to make a permanent diversion to this public right of way. Discussions have taken place between Taylor Wimpey North East and DCC which have shown that both have different approaches to this matter and it was for this reason Mr Abercrombie was liaising with the Town Council. DCC's preference would be to have a permanent diversion linking to the one already on the definitive map, which links to the public highway to avoid the countrywide consultation process which would be required. Cllr Wills asked if this was because of costs. Mr Abercrombie said no because Taylor Wimpey would pay for the diversion process.

Cllr Gloria Wills said the Town Council had discussed this matter on many occasions and agreed that it was inappropriate to have a public right of way going through a housing estate, as proposed, past people's homes and should instead retain as many of its original benefits as possible, i.e. the views of the countryside and the scenic walk into the Town's centre, as well as provide a safe route for people accessing the Town's central facilities in the safest most direct means possible. Cllr Wills showed Mr Abercrombie the Town Council's preferred route which was the one already proposed by the Town Council to DCC, and he agreed that this made the most sense, however, DCC were not in agreement. Cllr Stephen Winter confirmed that resident he had spoken to in the new development off Eden Drive were very supportive of the route being proposed by the Town Council. Other Cllrs agreed this was the most logical route. In relation to the alternative route preferred by DCC, Mr Abercrombie questioned if their choice might be influenced by them potentially not owning a piece of land upon which the diversion would need to cross? Cllr Wills said that was not the case as the footpath across the road was adjacent to the playing field in Eden Drive and pointed this out on the map.

(Cllr Allan Blakemore joined the meeting at this point)

Mr Abercrombie said that he would go back to DCC regarding this public right of way and make clear to them the Town Council's preference and Taylor Wimpey North East's agreement in principle to the Town Council's proposed route. He believed the route being proposed by the Town Council would allow a better visual crossing point for users than DCC's proposal.

Cllr Allan Blakemore reiterated Cllrs earlier comments that the Town Council was representing the views of the residents who live in the Town while at the same time wanting to ensure that those people who liked to visit the area to walk would continue to enjoy a route through the countryside. Cllr Chris Lines confirmed that Town Council's route would enable greater access to the school, play area, Ceddesfeld Hall and grounds plus Town Centre.

Mr Abercrombie said he would now proceed to mark up the Town Council's preferred route and take this to DCC for further discussion. Cllr Wills confirmed the Town Council have already done this on several occasions in the past but would welcome Taylor Wimpey North East's assistance in this matter in order to reach a satisfactory conclusion.

Cllr Gloria Wills expressed her disappointment that DCC had not consulted with the Town Council regarding this matter despite being aware of the Town Council's preference. Mr Abercrombie said that DCC had asked Taylor Wimpey North East, as the developer, to liaise directly with the Town Council to ascertain their views and he did not see any reason why the Town Council's requested route was not achievable. Mr Abercrombie and DCC would now meet again and discuss the legal mechanisms required in order to progress this matter to a resolution. Mr Abercrombie will keep the Town Council updated via the Clerk. Formal consultation will be issued by DCC.

The Chair then asked if any members of the public had any comments/questions.

One man asked if this would have any impact upon the footpath from the cul-de-sac at from The Leas towards the roundabout and many people use this to walk across the dual carriageway/Sedgefield Way. Mr Abercrombie said that footpath was outside the boundary of the Taylor Wimpey North East site.

Mrs Julia Bowles said this was another example of DCC making this more difficult than it needed to.

The Chair thanked everyone for attending and closed the meeting at 6.37pm.

APPROVED

# SEDFIELD TOWN COUNCIL

## ENVIRONMENT



Minutes of the proceedings of the **JANUARY ENVIRONMENT** of the **Council** held following the Community Development & Engagement Committee in the **Council Offices**, Sedgefield, on **Monday 20<sup>th</sup>**  
**January 2020**

**Present**                                    **Cllr. Alf Walton (Chairman)**  
**Cllr. Stephen Winter (Vice-Chairman) and**  
Cllrs. Allan Blakemore, David Brown, Mark Cant, Ann Carr, Mel Carr  
and Chris Lines

**Officer**                                    Dr Jane Ayre (Town Clerk)

**1. Apologies:**

Cllrs. Vanessa Carmichael, Leo McCormack, Julie Towler, Mavis Wayman and Gloria Wills.

**2. Declaration of interest:**

None.

**3. Matters of Information:**

**3.1 Footpath Condition (Stockton Road):**

The Clerk has written to Mr John Reed of DCC plus both local County Cllrs requesting that consideration of Stockton Road footpath be included in the DCC annual maintenance programme to maintain the condition of adopted roads and footpaths. A response is now awaited. Cllr Stephen Winter noted that this matter had been outstanding for some time and asked whether it was possible to find out if it would be included in the 2020/21 programme. The Clerk suggested that Cllr David Brown in his County Cllr role could investigate. Cllr Brown agreed. The Clerk to keep Cllrs updated on this matter.

**RECOMMENDED:**

**To receive the information.**

### **3.2 Speed Watch:**

County Cllr David Brown is following up the Town Council's request for a review of the traffic calming measures along Durham Road with Mr Dave Wafer of DCC.

The Clerk has written to Mr Brian Buckley of DCC thanking him for the update which he sent to the Town Council relating to the school crossing patrol on Durham Road and reminded him about the Town Council's concerns regarding the effectiveness of the traffic calming measures at this location in general and provided him with a copy of the correspondence originally sent to Mr Dave Wafer. A response is now awaited. County Cllr David Brown and the Clerk to keep Cllrs updated on this matter.

#### **RECOMMENDED:**

**To receive the information.**

### **3.3 Butterwick Road Cemetery:**

A letter has been sent to Ms Kitching seeking additional evidence in order to be able to progress this matter. The Estates Working Group to keep Cllrs updated on this matter.

#### **RECOMMENDED:**

**To receive the information.**

### **3.4 Public Participation – S106 Monies:**

Mrs Julia Bowles has written to Mr Stephen Reed and Mr Gordon Elliott of DCC requesting a meeting with them regarding the current situation in relation to S106 monies available in Sedgefield. Mrs Bowles will extend an invitation to the Town Council (via the Clerk) on a meeting has been scheduled. The Clerk to keep Cllrs updated on this matter.

#### **RECOMMENDED:**

**To receive the information.**

### **3.5 Malton Terrace Footpath:**

The Town Council's gardening staff have been requested to repair the concreted area of footpath at this location along with Cllr Alf Walton. The Clerk to keep Cllrs updated



on this matter.

**RECOMMENDED:**

**To receive the information.**

**3.6 Request for consideration of Environment Committee:**

The Estates Working Group are considering the current usage and potential future usage of Station Road Playing field and when ready will bring a recommendation back to Council. The Estates Working Group to keep Cllrs updated on this matter.

**RECOMMENDED:**

**To receive the information.**

**3.7 Trees on Sedgefield Town Council Owned Land:**

The Clerk is awaiting a response from Mr Simon McGinnety of DCC regarding the Town Council's request for a survey on all trees on Town Council owned land. The Clerk to keep Cllrs updated on this matter.

**RECOMMENDED:**

**To receive the information.**

**3.8 Public Participation – Holes:**

Cllr Alf Walton reported that he continues to monitor holes on the Church Bank from the takeaway leading to the 3-tiered planter as well as by the convenience store. Over recent weeks he has noted an extra 8 holes appear and whilst he will continue to monitor this location as it is close to the sewer it was agreed that the Clerk should liaise with DCC's Pest Control Officer for advice. The Clerk and Cllr Alf Walton to keep Cllrs updated on this matter.

**RECOMMENDED:**

**To receive the information.**

**3.9 Public Participation – S106 monies / Crispin Court junction:**

The matter of the latest proposal for a build-out at Stockton Road/Rectory Row junction will be discussed under agenda item 6.1.

Cllr Alf Walton confirmed that he had produced a report relating to Mr Alan Nicholson's car park expansion idea. This had been due to be considered at the day's earlier Estates Working Group meeting, however, due to the length of the agenda time had not been available. This report will go to the Estates Working Group's February 2020 meeting.

DCC have installed reflective strips around the black railings recently installed at the build outs at Rectory Row near to Sedgefield Primary School to ensure they are visible in the dark to drivers.

**RECOMMENDED:**

**To receive the information and to close this matter.**

**4. Public Participation:**

The Chairman, Cllr Alf Walton, closed the meeting for the public to give views and comments.

Mrs Julia Bowles reminded all that at the previous week's Monthly Meeting public participation she had provided an update regarding the outcome of her FOI request to DCC regarding the costs associated with installing new heritage style lighting in certain areas of the Town's centre. Mrs Bowles has since made several residents living along Station Road aware of these costs and all have been appalled that money has been spent in this way when the street lights have been out along Station Road for some considerable time now. Mrs Bowles has suggested these residents complain directly to DCC and quote the money spent on replacing lights which were operational and question why no replacements have been installed at Station Road. The Clerk confirmed that several complaints have been received from residents regarding the current lighting along Station Road and all of these have been referred to DCC for investigation.

Mr Howard Smith expressed his thanks to County Cllr David Brown for providing him with measurements and dimensions for DCC's latest proposed build-out at Rectory Row/Stockton Road junction. Mr Smith said that when DCC Officers met with Sedgefield residents in September 2019 regarding this matter assurance had been given that DCC would write to residents and businesses in the wider area regarding this situation, however, this has not happened and to Mr Smith's knowledge no businesses have been contacted. Mr Smith questioned whether DCC departments spoke to each other as he understood the hot food takeaway planning application for this area of the Town had been turned down with one of the

key reasons being lack of parking in the area yet the build-out being proposed would reduce parking even further. Mr Smith reported that local resident Mr Mike Petty had submitted a further FOI request to DCC asking for the costs associated with the revised build-out plan now out for consultation and had been told that DCC had already provided this to him so therefore he assumed that costs would remain at the £19,000 stated for the original build-out design. Mr Smith questioned by DCC were contemplating spending £19,000 on a problem that did not exist and put in place something which could cause future problems to residents living in the vicinity with nowhere else to park. Mrs Julia Bowles said that DCC should have consulted with the whole village and everyone would be impacted by the proposed build-out. Cllr Alf Walton confirmed this matter was to be discussed later in the agenda.

In relation to the latest proposed build-out design for Rectory Row/Stockton Road junction, Mrs Liz Mitchell expressed her concern for the impact upon the opposite side of the road as she felt the moving of the dropped pavement would limit disability access and due to the speed at which vehicles travel along Stockton Road there was a very serious pedestrian safety issue.

One man asked if a traffic calming/speed reducing display sign could be installed near to the Golden Lion as he had concern regarding the speed at which vehicles travelled in this area, an area which is used by many young people as a crossing point. The Clerk explained the work undertaken by the Town Council with Durham Constabulary and DCC regarding this matter and that in order to qualify for such signage a speeding problem had to be identified. Several areas in the Town at which it was felt there were problems with speeding had been monitored by community speedwatch but it had been found that there was not a problem. Mrs Mitchell confirmed that she has regularly over the last 20 years complained about the speed at which vehicles travel in this area but despite community speedwatch work being undertaken she has been told that there is not a problem. The Clerk confirmed that she would report this man's concerns to Durham Constabulary and request that they consider some community speedwatch monitoring.

The Chairman thanked the member of the public for their comments and re-opened the meeting.

Cllr Stephen Winter said he echoed the concerns raised regarding speeding past Malton Terrace. Cllr Mark Cant urged members of the public, and residents living in that vicinity, to write directly to Durham Constabulary and DCC to express their concerns regarding speeding

vehicles in the hope that multiple notifications would encourage subsequent action being taken.

## **5. Reports:**

### **5.1. Annual Headstone Safety Testing Findings Report by Town Clerk and Head Gardener & Cemetery Superintendent:**

Prior to the meeting the Clerk had circulated to all an Annual Headstone Safety Testing Findings Report produced by herself and the Head Gardener & Cemetery Superintendent.

Cllr Mark Cant questioned by in some years a lower number of headstones had been tested than in the preceding year. The Clerk explained that once a headstone has been laid flat there is no need for it to be tested. Cllr Cant thanked the Clerk for this explanation.

#### **RECOMMENDED:**

**i) To receive this information.**

**ii) At the end of the 6 week period (Monday 2<sup>nd</sup> March 2020) the Clerk and Head Gardener & Cemetery Superintendent to provide the Environment Committee meeting with a further update report.**

### **5.2 Grass Cutting Tendering Update Report by Town Clerk:**

Prior to the meeting the Clerk had circulated to all a Grass Cutting Tendering Update Report.

Cllr Allan Blakemore suggested that an article feature in a future edition of the Sedgefield Extra explaining any changes to the grass cutting work and how the Town Council has listened to recent public comments and considered/actioned these. Cllr Alf Walton suggested the number grass cuts be reduced at Station Road Playing Field.

#### **RECOMMENDED:**

**i) The Town Council's next grass cutting contract be awarded for a period of two years commencing on 1<sup>st</sup> April 2020.**

**ii) Tenders to be collated and presented to a future P&R Committee meeting for determination.**

iii) Options for reducing the number of grass cuts at Station Road Playing field be considered.

iv) An update article to feature in a future edition of the Sedgefield Extra.

**6. Correspondence:**

**6.1 Consultation Stockton Road/Rectory Row, Sedgefield Build Out (email from Mr Peter Broxton, DCC dated 10<sup>th</sup> January 2020 accompanied by consultation letter and proposed plan of works):**

Prior to the meeting the Clerk had circulated to all an email with accompanying letter and plan of works from Mr Peter Broxton of DCC dated 10<sup>th</sup> January 2020 relating to the proposed buildout at Stockton Road/Rectory Row junction. Prior to the meeting the Clerk had also circulated an earlier plan for this location which had been given to the Town Council by Mr Howard Smith following his attendance, along with other residents, at a meeting with DCC Officers at County Hall, Durham in September 2019 and which he believed had been confirmed as being the new design and not the one which had been issued by DCC in January 2020.

Cllr Alf Walton said that he had, as a private resident, spoken to Mr Broxton regarding this matter and been told that the build-out was “not a done deal” and that comments needed to be submitted.

Cllr Allan Blakemore said that some years ago traffic calming measures were requested by many residents outside Sedgefield Primary School. As a result proposals were drawn up but because one resident complained the scheme did not proceed any further. He said the reverse situation seemed to in place with the proposed build-out at Stockton Road/Rectory Row junction in that the vast majority of residents do not want this to go ahead yet it seems like work is being undertaken in accordance with the wishes of one resident only. Cllr Blakemore asked why local residents are not being listened to.

It was noted that the date for submission of comments was 31<sup>st</sup> January 2020, Cllr Chris Lines proposed that a letter be sent from the Town Council to Mr Broxton stating that the Town Council do not believe any work is required at the Stockton Road/Rectory Row junction and remind him of the comments submitted to him by the Town Council in May 2019 but that if work is to go ahead it should be in accordance with the proposed plan of September 2019 designed by DCC Officers in conjunction

with local residents and not the plan now out for consultation dated January 2020.  
Cllrs agreed.

Cllr Mel Carr commented that he had received an email earlier that day from local residents living at Rectory Row near to Ceddesfeld Hall who have concerns that there is no footpath whatsoever outside their property and asked if one could be instated. Cllr Mel Carr proposed that this matter be brought to the attention of Mr Peter Broxton of DCC with the question posed could the money saved by forgetting the scheme to build out the bottom junction be used to instate a footpath in the area identified by residents? Cllr Mel Carr confirmed that he had asked the local residents who highlighted this issue to directly contact both their local County Cllrs.

Cllr Mark Cant urged residents to submit letters directly to DCC regarding this latest proposal so that they could see the strength of feeling regarding the proposed build-out.

Cllrs Alf Walton and Allan Blakemore noted that the latest plan included flower planters and asked who would be responsible for planting, maintaining and watering these?

**RECOMMENDED:**

- i) **The Clerk and Chair of the Council to prepare and submit a response to DCC by 31<sup>st</sup> January 2020.**
- ii) **Cllr Mel Carr to forward to the Clerk a copy of the correspondence he had received from local residents with concerns regarding the footpath and reply to inform them the Town Council will raise this matter with DCC for their consideration.**

**ADDITIONAL ITEM:**

**A1: Current Planning Applications:**

The Clerk reminded Cllrs that consideration of the following two planning applications had been delegated from the previous week's Monthly Meeting:

**DM/19/03964/FPA – rear single storey extension, 47 Winterton Avenue, Sedgefield:**

Cllrs did not have any objection to this application.

**DM/19/03970/FPA – permanent gas-fuelled ceremonial beacon (5 metre height) to be sited on a concrete base on the open space, as part of the commemoration of the 75<sup>th</sup> anniversary of VE Day, St Catherine’s Church, Fishburn:**

Cllrs felt it would be more appropriate and sustainable to have an environmentally friendly permanent alternative to a gas-fuelled beacon.

**RESOLVED:**

**The Clerk to forward the above comments to DCC Planning Officers.**

The Chair thanked everyone for attending and closed the meeting at 8.04pm.

APPROVED

# SEDGEFIELD TOWN COUNCIL

## COMMUNITY DEVELOPMENT & ENGAGEMENT



Minutes of the proceedings of the **JANUARY COMMUNITY DEVELOPMENT & ENGAGEMENT COMMITTEE** of the **Council** held at **7pm** in the **Council Offices**, Sedgefield, on **Monday 20<sup>th</sup> January 2020**

**Present**                      **Cllr. Allan Blakemore (Chairman)**  
**Cllr. Chris Lines (Vice-Chairman) and**  
Cllrs. David Brown, Mark Cant, Ann Carr, Mel Carr, Alfred Walton and Stephen Winter

**Officer**                      Dr Jane Ayre (Town Clerk)

**1. Apologies:**

Cllrs. Vanessa Carmichael, Leo McCormack, Julie Towler, Mavis Wayman and Gloria Wills.

**2. Declaration of interest:**

None.

**3. Matters of Information:**

**3.1 Potential Lighting/Signage Work Meeting Update:**

The Clerk expressed thanks to Mr Tony Guest of the SCA who had organized two on-site meetings with potential sign designers in order to progress the potential lighting/signage project relating to Ceddesfeld Hall, the Turning Circle area and Parish Hall. The Clerk confirmed that she and Cllr Mel Carr plus Mr Tony Guest had recently attended these meetings with sign designers and designs and quotes were now awaited in order to progress this matter in order that a funding bid could be prepared. The Clerk to keep Cllrs updated on this matter.

**RECOMMENDED:**

**To receive the information.**



### **3.2 Annual Fireworks Display:**

The Clerk reminded all of the British Red Cross's national decision to no longer support local community events by offering a first aider service. The Clerk has a meeting scheduled for 6<sup>th</sup> February 2020 to consider an alternative first aid provider for this year's Annual Fireworks display in the grounds of Ceddesfeld Hall. The Clerk to keep Cllrs updated on this matter.

Event ticket prices to be considered in 2020 as part of the work of the Fireworks Working Group.

#### **RECOMMENDED:**

**To receive the information.**

### **3.3 Armed Forces Covenant and Outreach Service:**

Information regarding this Covenant and Outreach Service have been shared through the residents database and a paper copy is held in the Town Council's reception area.

#### **RECOMMENDED:**

**To receive the information and to close this matter.**

## **4. Public Participation:**

The Chairman, Cllr Allan Blakemore closed the meeting for the public to give their views and comments.

Mrs Julia Bowles said she understood the Town Council was working on its Community Engagement Policy and asked that this be in place as soon as possible. The Clerk confirmed this Policy is currently in the remit of the Policy & Records Management Working Group. Mrs Bowles said she would be interested in hearing feedback from the recent meeting which the Town Council attended with representatives from Sedgfield Community College. The Clerk replied that a report was to be distributed under agenda item 5.4 regarding this matter, however, in accordance with the Council's Delegation Scheme the matter could not be discussed until the Council's February 2020 Monthly Meeting.

Cllr Blakemore thanked the public for their comments and re-opened the meeting.

## 5. Reports:

### 5.1 VE Day Update Verbal Report by Cllr Allan Blakemore:

Cllr Allan Blakemore reported that a VE Day Commemoration meeting had taken place on Wednesday 15<sup>th</sup> January 2020 at which representatives had been in attendance from the Veterans, Local History Society, SCA and St Edmund's Church as well as himself, Cllr Chris Lines and the Council's Projects & Media Co-ordinator. The Veterans have confirmed that they are keen to participate in any commemorative events and are going to work with Church representatives in order to plan the church service to be held at 10am on Friday 8<sup>th</sup> May 2020. Once such arrangements have been finalized then discussions can commence with young peoples uniformed groups including the Brownies/Guides and Cubs/Scouts etc. Due to lack of bell ringers it is not likely that the church bells will ring, however, some local handbell ringers could be available to participate. Following the conclusion of the church service the schools choir will perform in the grounds of Ceddesfeld Hall at 11am and this will see the start of various entertainment at that location lasting until approximately 4pm. A piper will perform at 3pm. Light refreshments will be provided in the Hall by the Pop-in Group. Local people will be encouraged to bring their own picnics to have in the grounds of Ceddesfeld in the style of a garden/street party. As well as singers and music acts work is underway to secure the services of a face painter. The Sedgefield Village Games will be hosting traditional games on the lower terrace in front of Ceddesfeld Hall for people to join in. Within Ceddesfeld Hall the Veterans and Local History Society will be hosting two exhibitions which the public can attend. Cllr Blakemore explained that linking to the Mediaeval Fayre the theme of this year's shop dressed window competition would be VE Day commemorations and the invitation to participate in this would be extended to other businesses in the Town. The Mediaeval Fayre's parade this year would also be VE Day commemoratively themed. The Sedgefield In Bloom Group will be holding a VE Day themed dance in the Parish Hall on Saturday 9<sup>th</sup> May 2020. Cllr Blakemore reminded all that it had been previously agreed that remaining money held by the Sedgefield 700+ Group would be used to fund this event. To supplement further Cllr Blakemore had submitted to the Lotto an application form for £1000. The outcome of this is as yet unknown, however, its success will be determined by a lottery type draw with the winners getting a pre-paid card to use. Cllr Blakemore confirmed that at this stage it was not felt necessary to apply to local County Cllr for any grant funding as sufficient monies were available.

Cllr David Brown said it was his understanding that a funding application had been

made to the local County Cllrs neighbourhood budgets regarding this event. Cllr Blakemore said that an application had been submitted by the SCA in relation to the cost of entertainers performing at Ceddesfeld Hall.

Cllr Blakemore to keep Cllrs updated on this matter.

**RECOMMENDED:**

**To receive this information.**

**5.2 Sedgefield Youth Club Funding Update Report by Projects & Media Co-ordinator:**

Prior to the meeting the Clerk had circulated to all a Sedgefield Youth Club Funding Update Report by the Projects & Media Co-ordinator in which updates were given regarding the Co-op Local Causes and AAP Youth Fund Small Grants.

**RECOMMENDED:**

**To receive this information.**

**5.3 Citizen of the Year and Young Citizen of the Year Update Report by Town Clerk:**

Prior to the meeting the Clerk had circulated to all a Citizen of the Year and Young Citizen of the Year Update Report and confirmed that she was awaiting feedback from the Sedgefield Development Trust and Rotary Club of Sedgefield in relation to the proposed deadline date for receipt of nominations and Selection Panel meeting date. The Clerk proposed that the winner of last year's Young Citizen of the Year Award also be asked to join this year's Selection Panel. Cllrs agreed. The Clerk to keep Cllrs updated on this matter.

**RECOMMENDED:**

**To receive this information.**

**5.4 Sedgefield Community College Academisation Update Report by Cllrs Mel Carr and Gloria Wills plus Town Clerk:**

The Clerk circulated to all for their consideration a Sedgefield Community College Academisation Update Report which had been produced by Cllrs Mel Carr and Gloria Wills plus herself. This report provided feedback from the meeting at the Community College attended by Cllrs Mel Carr and Gloria Wills on Tuesday 14<sup>th</sup> January 2020 as

well as follow-up points of clarification requested at the meeting and Mr David Davies response. The report also updated Cllrs on a request received from Eversheds Sutherland on the afternoon of Friday 17<sup>th</sup> January 2020 regarding the novation of the Grant and Community Use Agreement as part of the conversion work. The Clerk informed all Cllrs that in accordance with the Council's Standing Orders and Delegation Scheme this latter matter could not be considered until the Council's next Monthly Meeting on Monday 10<sup>th</sup> February 2020 by which time all Cllrs would have been presented with full paperwork for their prior consideration.

Cllr Mark Cant reminded fellow Cllrs that several Town Council representatives were due to meet later that week with a representative of the Sedgefield Tennis Club in order to gather more information/seek their views regarding the transfer of community assets as part of this academisation process.

**RECOMMENDATION:**

**Cllrs to consider the information contained in this report and in its attachments in order that this matter can be discussed at the Monthly Meeting on Monday 10<sup>th</sup> February 2020.**

**6. Correspondence:**

None.

The Chair thanked everyone for attending and closed the meeting at 7.19pm.