

SEDGEFIELD TOWN COUNCIL

Minutes of the proceedings of the **FEBRUARY
MONTHLY MEETING** of the **Council** held at
7 p.m. in the **Council Offices**, Sedgefield, on
Monday 10th February 2020



Present Cllr. Mel Carr (Chairman)
Cllr. Gloria Wills (Vice-Chairman) and
Cllrs. Allan Blakemore, David Brown, Mark Cant, Vanessa Carmichael, Ann
Carr, Julie Towler, Alfred Walton, Mavis Wayman and Stephen Winter

Officer Dr Jane Ayre (Town Clerk)

1. Apologies:

Cllrs. Chris Lines, Leo McCormack and Fiona Warrant.

2. Declaration of interest:

None.

3. STC Minutes / Committee Reports:

a. Minutes of the Community Chest meeting held Monday 13th January 2020:

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

b. Minutes of the Monthly meeting held Monday 13th January 2020:

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

c. Minutes of the P&R committee held Monday 13th January 2020:

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

d. Minutes of the Estates Working Group held Monday 20th January 2020:

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

e. Minutes of the Special Meeting held Monday 20th January 2020:

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

**f. Minutes of the Community Development & Engagement committee meeting
held Monday 20th January 2020:**

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

**g. Minutes of the Environment committee meeting held Monday 20th January
2020:**

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

h. Minutes of the Finance Working Group meeting held Wednesday 22nd January

2020:

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

i. Minutes of the Personnel committee held Monday 27th January 2020:

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

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 12th 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:

The Clerk reported that earlier that day she had received a letter from DCC's Planning Department confirming receipt of the Town Council's pre-application enquiry regarding proposed temporary marquees at Sedgefield Racecourse. The Clerk suspected this letter had been incorrectly sent to the Town Council instead of the Racecourse and had sought clarification from DCC. The Clerk presumed that this correspondence meant that work was taking place in relation to this matter by the Racecourse and that the Town Council would receive further information in due course upon which to comment. The Clerk to keep Cllrs updated on this matter.

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 Sedgefield Tennis Club:

Cllrs Mel Carr, Gloria Wills and Mark Cant met with Mr Ian Taylor of Sedgefield Tennis Club on Thursday 23rd January 2020. An update regarding this matter will be included under agenda item 7.3.

RESOLVED:

To receive the information.

4.8 Eden Gardens, Sedgefield – Public Right of Way:

A Special Town Council meeting with Mr David Abercrombie took place on Monday 20th January 2020. Further information is now awaited from Mr Abercrombie following his subsequent discussions with DCC regarding this public right of way.

The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive the information.

4.9 Large Scale Development on Land to the South of Eden Drive:

The Clerk has written to Mr Adrian White of DCC seeking clarification as to when pinch points are to be installed in the estate. A response is now awaited. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive the information.

4.10 Sedgefield Community College:

Cllrs Mel Carr and Gloria Wills attended a meeting with Sedgefield Community College representatives on Tuesday 14th January 2020. A report containing the notes produced by Cllr Wills from that meeting were circulated to all Cllrs for consideration at the Community Development & Engagement Committee meeting on Monday 20th January 2020. See agenda item 7.4.

RESOLVED:

To receive the information.

4.11 Current Planning Applications:

The Clerk has forwarded to DCC Planning Officers the Town Council's comments on planning applications 1-4.

RESOLVED:

To receive the information and to close this matter.

4.12 Additional Planning Applications:

Planning applications DM/19/03964/FPA and DM/19/03970/FPA were considered at the Environment Committee meeting held on Monday 20th January 2020.

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 February 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 expressed her concern at a lack of community consultation in the Town over recent years citing a wide variety of examples such as allocation of Section 106 monies, parking in the Town and road safety concerns. Mrs Bowles reported that she had met with the local MP recently and made him aware of her concerns. Over two years ago Mrs Bowles said she had expressed concerns regarding road safety in the Town and asked if Section 106 monies could be used to tackle this problem along Durham Road in a similar way to the methods adopted through Coxhoe whereby multiple crossings have been installed. The existing crossing point at Durham Road is not safe because of the number of vehicles which park around it and the Town needs more safe crossings. Mrs Bowles said that in the past she had been assured by County Cllr John Robinson that he would hold a public consultation event in order that the views of the community could be ascertained. It was then said that the local AAP would organize and hold such an event but this was then delayed due to purdah for the general election. Mrs Bowles asked if any Town Council representative on the local AAP could ask when such a community consultation event was going to be held. Cllr Mel Carr noted Mrs Bowles comments and agreed to raise this with the AAP but was unaware of any such event having already been planned. Mrs Bowles reminded Cllrs of her recent question regarding an allocation of Section 106 monies from Thurlow Grange to Fishburn. The Clerk confirmed that this matter had been investigated and reported at a previous Council meeting. The Clerk said she would re-send this information to Mrs Bowles directly. Mrs Bowles said she had noted a new safe crossing point had been installed near to the Taylor Wimpey homes development's entrance and questioned the location of this and installation of a path on the opposite side of the road which she assumed could have only

been installed to benefit dog walkers and asked what was the thinking behind this? Cllr Mel Carr replied that the Town Council had not been made aware of this matter. The Clerk suggested that Cllr David Brown in his role as County Cllr be best placed to investigate. Cllr Brown agreed. Mrs Bowles said that it was frustrating that DCC do not inform the Town Council of things going on in Sedgefield.

Mrs Liz Mitchell said that it was her understanding that DCC had said they would install a crossing point on Stockton Road new to the new houses and the footpath would be on the same side of the road as the development yet the footpath which has now been installed is on the opposite side of the road. Cllr Brown said that he would investigate.

Ms Jane Spence introduced herself as the Chief Executive Officer of the Laidlaw Trust and wanted to give reassurance to the Town Council and local community regarding the Community College's future when it becomes an academy on 1st March 2020. Ms Spence had read recent Town Council minutes and had noted a number of comments which had been made which were incorrect and understood that a letter had been sent from the College's Chair of Governors recently to allay some of those concerns. With regards to the consultation process as part of converting to an academy, Ms Spence gave assurance that the Trust and College had followed the required guidelines and said she would be happy to share details of what had been done. With regards to the community use facilities at the College's site acquired via Sport England funding, Ms Spence gave full assurance that the community would continue to have full use and access to those facilities. Cllr Mel Carr thanked Ms Spence for her comments and requested that she write in to the Town Council with any further information and confirmed that the College's academisation process would be considered later in the meeting's agenda.

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

Cllr Alf Walton expressed his concerns regarding the footpath recently installed by DCC opposite the new Taylor Wimpey development as this does not lead to anywhere and felt that money was being spent on things that were not wanted or needed.

7. Internal Reports:

7.1 Chairman's Report:

Prior to the meeting the Clerk had circulated to all a Chairman's Report.

RESOLVED:

To receive this information.

7.2 Mayor's Report:

No Mayor's Report was provided.

7.3 Meeting with Sedgefield Tennis Club Update Report by Cllrs Mark Cant, Mel Carr and Gloria Wills:

Prior to the meeting the Clerk had circulated to all a Meeting With Sedgefield Tennis Club Update Report by Cllrs Mark Cant, Mel Carr and Gloria Wills which provided details of their recent meeting held on Thursday 23rd January 2020 with Mr Ian Taylor and Mr Tony Williamson of Sedgefield Tennis Club.

RESOLVED:

To receive this information.

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

The Clerk reminded all that a Sedgefield Community College Academisation Update Report by Cllrs Mel Carr and Gloria Wills plus Town Clerk had been issued to all at the Community Development & Engagement Committee meeting on Monday 20th January 2020 with the recommendation that Cllrs consider the content of this report and its attachments in order that the matter could be discussed at this Monthly Meeting. The Clerk confirmed that the Draft Deed of Novation in relation to Sedgefield Community College's Community Use Agreement would be considered under agenda item 9.1. The Clerk also confirmed that a copy of this Draft Deed of Novation had been shared with the Town Council's solicitor who had confirmed during a meeting with herself and Cllrs Mel Carr and Gloria Wills that this draft does not change the Town Council's responsibilities or liabilities in any way from the original Deed of 2002, i.e. the original Deed stipulated the Town Council's only responsibility was to provide £6000 at the start of the agreement towards the cost of the community use facilities and as this money has already been paid there is no further responsibilities assigned. Cllrs agreed to consider this matter further under agenda item 9.1.

RESOLVED:

To receive this information.

7.5 Councillor Co-option Update Report by Town Clerk:

Prior to the meeting the Clerk had circulated to all a Councillor Co-option Update Report which confirmed that one applicant has applied for the current Councillor vacancy.

RESOLVED:

Cllrs to consider the application for Councillor vacancy at a Special Town Council meeting to be held at 6pm on Monday 17th February 2020 and the applicant to be given the opportunity to attend.

8. External Reports:

None.

9. Correspondence:

9.1 Community Use Agreement – Sedgefield Community College (email and accompanying Draft Deed of Novation relating to Community Use Agreement (Sedgefield Community College) from Ms Charlotte Tanikal, Eversheds Sutherland dated 17th January 2020):

Cllr Gloria Wills reported that she had, as an individual and not on behalf of the Town Council, recently met with the new local MP at his surgery on Friday 7th February 2020 to make him aware of the situation regarding the Community College's academisation process. Cllr Wills said there was a duty to ensure the consultation procedures of the academisation conversion process had and were being undertaken properly and to protect the tax payers of the Town. Cllr Wills was fully aware that people had been informed about the academy conversion but said this was very different to people being consulted. Cllr Wills expressed her concern about public assets being tied into a 125 year lease and taken out of the local education authority's control. Cllr Wills reported the local MP had agreed to investigate this matter and all its associated issues including the recent allocation of Section 106 money, money which should be used to mitigate the effects of the new large-scale housing development upon school places when statements are now being made indicating that no further school places are required. Traffic levels associated with the College have a significant impact upon the Town. Cllr Wills felt it was essential that as a community there needed to be more togetherness between residents and the College and had suggested to the local MP that a public meeting would be most appropriate to address these concerns suggesting that his attendance would be appreciated. Cllr Wills confirmed the local MP is now investigating this matter and will require time to gather the necessary facts, however, she had

supplied him with a timeline. Cllr Wills concluded that she was not comfortable that necessary statutory consultation had taken place.

Cllr Mel Carr said that he was not aware of any opposition to the College's conversion to an academy but understood there was concern regarding the possible use of school fields and public access to community use facilities as well as spending of Section 106 monies which should be spent to benefit the people who have been disrupted/affected by the large-scale developments taking place in the Town. Cllr Mel Carr questioned if the College's conversion to an academy would affect Section 106 monies? He asked if local residents would get better advantage/benefit by having access to facilities and a new access to the College taking traffic away from the existing entrance?

Cllr David Brown noted that a consultation had been undertaken by the Community College in June 2019 which did involve the former local MP, however, he agreed that it was now important for the area's new MP to have the correct history to this matter and to seek the reassurances now required. Cllr Brown said that he did not wish to unnecessarily hold up the College's academisation process but did want ensure that full facts were known.

Cllr Mark Cant proposed that until further facts are known that the Town Council does not sign the Deed of Novation. Cllr Cant said that the former comprehensive school had been very successful and it had transitioned into a very effective Sports College which then led to Sports England grant funding for the existing community assets. Since then Cllr Cant noted that the legacy of a PFI had seen the Tennis Club have to leave the site and he did not see any evidence through the academisation process that the "community" aspect of the College would be reinstated.

Cllr Allan Blakemore felt that the Town Council had not received the assurances it required in relation to the long-term future of, and public access to, the community facilities at the College's site nor the availability of school places at the College for young people living in Sedgfield. Cllr Blakemore was concerned that previous facilities at the College site had been lost to the community during various transformations at the site and did not want to see existing assets going into the hands of others to then be eroded. Cllr Blakemore said it was his understanding that only a small % of young people attending the Community College actually lived in the Town with the majority travelling in from outside. He also understood that some people moving into the Town had not been able to secure a place at the Community College for their children. He

was concerned that any allocation of Section 106 monies would therefore not be benefitting residents of the Town.

Cllr Mavis Wayman felt there was lots of conflicting information circulating regarding the academisation process and some of that information had not been conveyed clearly, for example, the Town Council had not supported the academisation but had instead said it was proud of the Community College and asked questions about the actual academisation process. Cllr Wayman said it was her understanding that no further school places were required at the College. Cllr Ann Carr confirmed that this was her understanding too.

Cllr Vanessa Carmichael said that as a parent she understood the Section 106 monies allocated to the Community College were for more classrooms. She was concerned by Cllr Blakemore's statement that some young people in the Town had not been able to secure a place. Cllr Carmichael questioned whether the Section 106 monies identified for the Community College would now be handed over the Academy Trust?

Cllr Alf Walton reiterated concerns about the number of school places at the school which to his understanding had actually reduced since the school was originally built. Cllr Walton also asked what reassurance does the Town have that existing community assets, particularly sports fields, would not be sold off at some point in the future by the Trust?

Cllr David Brown proposed that the Town Council does not sign the Deed of Novation until it has received answers to all of the questions posed. He suggested that all other parties are asked to sign the Deed of Novation first. Cllr Gloria Wills supported this approach and asked how could the Town Council monitor the Deed once it had been signed, i.e. how would we know the community are able to use the facilities, as the Town Council does not have a representative on the College's Governing Body or Board?

Cllr Stephen Winter commented that Sedgefield Community College is currently rated by Ofsted as Outstanding in all areas but noted that many of the other schools in the Laidlaw Trust have much lower attainments and ratings. Cllr Winter was worried that resources could be moved from the Community College to support other schools resulting in a drop in standards. Cllr Walton agreed with this concern.

Cllr Wayman asked if there was any deadline to the signing of the Deed. The Clerk said it was her understanding that Eversheds Sutherland would like this to be done as soon as possible. The Clerk asked Cllr Wills if it was known when the local MP was likely to reply to this matter. Cllr Wills said it was unknown how long he would need to investigate this matter.

RESOLVED:

- i) **The Clerk to write to Mr Paul Howell MP to ask for his timescale for completion of his investigation into the Community College's academy conversion process and his willingness/available to participate in any public meeting regarding this matter.**
- ii) **The Clerk to provide Ms Charlotte Tanikal of Eversheds Sutherland with update on the Town Council's position regarding the Draft Deed of Novation.**

9.2 Town and Country Planning Act 1990 – Planning Consultation (letter from Mr Stuart Timmiss, DCC dated 28th January 2020)

Prior to the meeting the Clerk had circulated to all a letter from Mr Stuart Timmiss of DCC dated 28th January 2020 making the Town Council aware that a planning application relating to 3 Durham Road, Sedgefield had been re-submitted. The Clerk confirmed that this planning application would be considered under agenda item 10.

RESOLVED:

To receive this information.

9.3 Sedgefield Squash Club Planning Permission (email and attachments from Mr Steve Welton, Sedgefield Squash Club dated 5th February 2020):

The Clerk circulated to all copies of an email and accompanying attachments from Mr Steve Welton of Sedgefield Squash Club detailing the current position with regards to the Club's planning application to extend the Club in the grounds of Ceddesfeld Hall. Cllr Gloria Wills said that she was delighted to see this matter now reach a successful conclusion after such a long period of time.

Cllrs confirmed that they were happy with the access arrangements proposed via installation of a mesh road during the building period and promise to return and make good the land afterwards to its original state.

RESOLVED:

To receive this information.

9.4 Lizards Farm Cottage (email and attachment from Ms Leigh Fisher, DCC dated 10th February 2020):

The Clerk circulated to all an email and accompanying attachment received earlier that day from Ms Leigh Fisher of DCC seeking the Town Council's comments/observations regarding the potential disposal of a surplus 0.19 hectares near the above property. The Clerk confirmed she had made Ms Fisher aware of the Council's meeting timetable and that if consideration of this was delegated to next week, allowing Cllrs time to consider, then comments/observations could be given to DCC by Wednesday 19th February 2020. Cllrs agreed.

RESOLVED:

Consideration of this matter to be delegated to the Environment Committee meeting on Monday 17th February 2020.

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/20/00125/FPA – erection of café, land to the South of Discovery, William Armstrong Way, NETPark, Sedgfield:

Cllrs expressed concern at the lack of vehicular access and hard standing in relation to this planning application. Of particular concern was the lack of any dedicated parking at this facility including disabled parking, staff parking and cycle parking.

10.2 DM/20/00162/FPA – erection of one dwelling and detached garage (resubmission), 3 Durham Road, Sedgfield:

Cllrs did not have any objection to this application.

10.3 DM/20/00172/FPA – erection of single storey annex to rear (ancillary to Beech Grove) and removal of existing static caravan, Beechgrove, Thorpe Larches, Stockton on Tees:

Cllrs did not have any objection to this application.

10.4 DM/20/00180/FPA – vehicular access from classified road (C26) and parking area to front, 13 West Terrace, Fishburn:

Cllrs did not have any objection to this application.

10.5 DM/20/00190/FPA – conservatory to front, Lynwood, South View, Fishburn:

Cllrs did not have any objection to this application.

RESOLVED:

The comments on planning applications 1-5 above to be submitted to DCC Planners.

ADDITIONAL PLANNING APPLICATIONS:

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

DM/20/00115/FPA – refurbishment of stables to provide five dog boarding kennels and associated works, Elstob Crossing, Elstob Lane, Great Stainton

DM/20/00151/FPA – erection of an agricultural building to house grain drying equipment and grain storage, Sprucely Farm, Sedgefield

DM/20/00252/FPA – change of use of agricultural land to form 2 dog walking paddocks for community use with boundary treatment and improvements to the associated vehicular access, land to the North East of Donnewell Farm, Sedgefield

RESOLVED:

Consideration of the above planning applications to be delegated to the Environment Committee meeting on Monday 17th February 2020.

The Chair thanked everyone for attending and closed the meeting at 8pm.

SEDGEFIELD TOWN COUNCIL

POLICY & RESOURCES



Minutes of the proceedings of the **FEBRUARY POLICY & RESOURCES** of the **Council** held following the Monthly meeting in the **Council Offices**, Sedgefield, on **Monday 10th February 2020**

Present **Cllr. Gloria Wills (Chairman)**
Cllr. Mel Carr (Vice-Chairman) and
Cllrs. Allan Blakemore, David Brown, Mark Cant, Ann Carr, Julie Towler, Alfred Walton, Mavis Wayman and Stephen Winter

Officer Dr Jane Ayre (Town Clerk)

1. Apologies:

Cllrs. Vanessa Carmichael, Chris Lines, Leo McCormack and Fiona Warrand.

2. Declaration of interest:

None.

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 recognised 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. 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 Payment by BACS:

Mandate paperwork required for Barclays to authorize the Town Council's request to process payments, where possible, via BACS have now been obtained, completed and returned to Barclays for processing. It is hoped that the new payment by BACS system can be in place for April 2020. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive the information.

3.6 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 and Cllrs are now considering the lease shared. The Estates Working Group to keep Cllrs updated on this matter.

RESOLVED:

To receive the information.

3.7 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.

3.8 Expansion of Butterwick Road Cemetery:

A planning application has been submitted to DCC. Additional information has been requested by Planners and this is now being considered. A Section 106 application form has been received from Mr Stephen Reed of DCC and work is underway to complete in order to then schedule a meeting with Mr Reed and both local County Cllrs prior to submission. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive the information.

3.9 The Pizza Castle / Village Green:

The external redundant flue at the side of Pizza Castle has now been removed. Ms Joanne Fife, DCC's Senior Surveyor, has confirmed that she is awaiting comments from DCC's Planning Services in connection with the Town Council's request to erect screening around the side of Pizza Castle. Ms Fife will be in touch again when she has received a response.

Cllr Gloria Wills commented that work now appears to be taking place to the property next-door to Pizza Castle and suggested that it would be beneficial to investigate the matter of land ownership at this property so that, if necessary, screening could also be considered in this area. Cllrs agreed and the Clerk was asked to investigate with DCC.

The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive the information.

3.10 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.

3.11 Royal Garden Party 2020:

The draw for this year's Royal Garden Party ballot has now taken place and CDALC will be represented by Great Aycliffe Town Council and Seaton with Slingley Parish Council.

RESOLVED:

To receive the information and to close this matter.

3.12 The Pickled Parson / Village Green:

The unauthorized items on the village green remained in-situ beyond the Town Council's deadline of 12 noon on Friday 15th November 2019. As a result of this the Clerk issued instructions to the Town Council's solicitor to commence legal proceedings. An update meeting between the Town Council's solicitor, Clerk and Cllrs Mel Carr and Gloria Wills had taken place on Wednesday 5th February 2020. The Clerk will prepare a report for the next P&R Committee meeting to update Cllrs on this matter.

RESOLVED:

To receive the information.

3.13 First Aid Training:

The Personnel Committee are to prepare a proposal for a future P&R Committee meeting regarding a possible community group first aid training session.

RESOLVED:

To receive the information and to close this matter.

3.14 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 treework at Butterwick Road allotment site was completed on 31st January 2020. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive the information.

3.15 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.

3.16 Public Participation:

Information regarding the current central government consultation in relation to unauthorized encampments has been disseminated through the residents database.

RESOLVED:

To receive the information and to close this matter.

3.17 Revised Butterwick and Winterton Allotments – Rules & Regulations:

The newly adopted Rules and Regulations have been uploaded to the Council's

website and shared with allotments holders.

RESOLVED:

To receive the information and to close this matter.

3.18 2020/21 Budget and Precept Recommendation:

An article regarding the Council's 2020/21 precept featured in the most recent edition of the Sedgefield Extra. The Clerk has submitted to DCC all necessary precept request paperwork. The Finance Working Group are now overseeing the allocation of monies to sub-budget headings within the approved 2020/21 income and expenditure budget.

RESOLVED:

To receive the information and to close this matter.

3.19 Review of Fees and Charges for 2020/21:

Allotments holders have been notified of the new allotments fees from 1st April 2020. The Council's website and Rules & Regulations have been updated accordingly. Parish Hall users have been notified of new hire fees from 1st April 2020. The Council's website and noticeboards have been updated accordingly. Regular users of the photocopier service have been notified of the new charges from 1st April 2020. Noticeboards have been updated accordingly. The Council's website and noticeboards have been updated to show the new cemetery fees from 1st April 2020.

RESOLVED:

To receive the information and to close this matter.

3.20 Terrace Hill Funding:

The Clerk reported that earlier that day she had met with Mr Chris Vincent of Sedgefield Bowling Club who has confirmed that he has now taken on the lead role in progressing the Club's creation of an outdoor bowling green project. Mr Vincent is to have a meeting soon with members of the Bowling Club and Cricket Club and will keep the Town Council updated regarding progress.

RESOLVED:

To receive the information and to close this matter.

3.21 Unauthorised Encampment Consultation:

A draft response to this central government consultation had been circulated to all Cllrs with a deadline for comment by Friday 7th February 2020. The Clerk confirmed that a response from the Town Council has now been submitted to the Home Office.

RESOLVED:

To receive the information and to close this matter.

3.22 Car Park Flooding – Ceddesfeld Hall:

The Clerk has now scheduled an on-site meeting between Mr Tony Guest of the SCA, Cllrs Alf Walton, Allan Blakemore, Gloria Wills and Mel Carr plus Town Council's tree specialist for the afternoon of Friday 21st February 2020 in order to look at options to resolve the flooding situation in the car park at Ceddesfeld Hall.

The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive the information.

3.23 Mediaeval Fayre:

The Clerk has informed Mr John Robinson of the SCA that the Town Council gives permission for the central village greens to be used on Friday 15th and Saturday 16th May 2020 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.

RESOLVED:

To receive the information and to close this matter.

3.24 HR Service Level Agreement with DCC:

The new HR Service Level Agreement with DCC has been signed by Cllr Mel Carr as Chair of the Council and returned to DCC.

RESOLVED:

To receive the information and to close this matter.

4. Public Participation:

The Chairman, Cllr Gloria Wills, closed the meeting for the public to give views and comments. No members of the public were present. The Chairman re-opened the meeting.

5. Reports:

5.1 Revised Parish Hall User Policy Recommendation Report by Estates Working Group:

Prior to the meeting the Clerk had circulated to all a Revised Parish Hall User Policy Recommendation Report by the Estates Working Group.

RESOLVED:

To adopt the revised Parish Hall User Policy with immediate effect.

Note: Reports related to information exempt from the public were considered under agenda item 8.

6. Financial Matters:

6.1 Invoices for payment by cheques for approval after 13th January 2020:

Prior to the meeting the Clerk had circulated to all details of cheques for approval after 13th January 2020 numbered 109686 to 109696. In addition, the Clerk distributed to all an updated cheques for approval list which added cheques numbered 109697 to 109702.

In relation to cheque number 109693, Cllr Mel Carr informed Cllrs that the Estates Working Group were querying this matter and undertaking further research with DCC's as the Licensing Authority to determine whether this invoice was correct. It was agreed to defer payment of this cheque until the outcome of such research is known.

RESOLVED:

- i) All cheques and invoices, except 109693 for PPL PRS Ltd, were approved for payment.**
- ii) Further investigation to be undertaken in relation to 109693 with DCC as the Licensing Authority.**
- iii) Cllrs Mel Carr and Gloria Wills plus the Town Clerk to duly sign the cheques.**

6.2 Financial Budget Comparison as at 3rd February 2020:

RESOLVED:

To receive the Financial Budget Comparison as at 3rd February 2020.

6.3 Debtors List as at 3rd February 2020:

RESOLVED:

To receive the Debtors List as at 3rd February 2020.

6.4 Direct Debits and BACS List for 1st – 31st January 2020:

RESOLVED:

To receive Direct Debits and BACS List for 1st – 31st January 2020.

6.5 January 2020 Bank Reconciliations Plus December 2019 Public Sector Deposit Fund Reconciliation Report by Town Clerk:

RESOLVED:

To receive the 1st-31st January 2020 Bank Reconciliations and 1st-31st December 2019 Public Sector Deposit Fund Reconciliation.

6.6 Timetable For 2019/20 Year End Report by Finance Working Group:

Prior to the meeting the Clerk had circulated to all a Timetable For 2019/20 Year End Report by the Finance Working Group. This report detailed the schedule of work and key dates for the production of the Council's 2019/20 year end accounts.

RESOLVED:

To receive this information.

7. Correspondence:

7.1 Accident in Sedgfield – Pedestrian Safety Review (email and letter from Ms Kate Stanley dated 3rd February 2020):

Prior to the meeting the Clerk had circulated to all an email and accompanying letter from Ms Kate Stanley dated 3rd February 2020 in which she made the Town Council,

local County Cllrs, Durham Constabulary and Mr Paul Howell MP aware that her son had recently been hit by a car on the road crossing outside the former Hardwick Arms Hotel in Sedgefield. The Clerk reported that subsequent correspondence had been received from Ms Stanley making all aware that she had since launched a petition calling on DCC to review pedestrian safety and road crossing in Sedgefield as well as raising awareness of this accident and her concerns via social media and local press.

Cllrs were expressed sympathy regarding this accident and concerns regarding the way in which vehicles are parked near to this crossing causing additional danger. Cllr Gloria Wills reminded fellow Cllrs that over recent years the Town Council has highlighted to both DCC and Durham Constabulary a number of concerns regarding areas of speeding in the Town as well as dangers from parked vehicles. Cllr Stephen Winter said he felt this recent event showed the need for 20mph speed limits to be implemented throughout the Town. Cllr Alf Walton questioned whether such limits would actually stop those drivers who speed. Cllr Wills said that in many instances drivers could not reach speeds of higher than 20mph due to the number of parked vehicles and obstructions in the middle of the Town, although it was recognized that speeding was of a concern in the entrances and exits into the Town from The Dun Cow to Stockton Road. Cllrs agreed that the main concern for the Town is the fact that traffic coming into Sedgefield from all directions has now significantly increased due to recent housing developments and that this will continue to be the case a further houses are yet to be built.

RESOLVED:

- i) The Clerk to write to Mr Adrian White of DCC reminding him of the Town Council's previously submitted concerns and ask if he would give consideration to reviewing existing road crossings as well as the installation of further safe crossing areas in light of the Town's expansion in recent years as well as from large scale developments yet to be completed. This letter to be copied to both local County Cllrs.**
- ii) The Clerk to request from Durham Constabulary an update on findings from recent Community Speedwatch events.**
- iii) The Clerk to write to both local County Cllrs to request they give their support to lobbying DCC for Sedgefield to be included in one of the venues for mobile flashing speed signs.**

7.2 A177 Sedgefield Prohibition of Waiting Experimental Order 2020 (email and attachments from Ms Sharon Renwick, DCC dated 10th February 2020):

The Clerk circulated to all an email and accompanying attachments received earlier that day from Ms Sharon Renwick of DCC detailing a Prohibition of Waiting Experimental Order relating to the A177 in Sedgefield. The Clerk proposed that Cllrs consider this matter and agreed to delegate consideration of this matter to the following week's Environment Committee meeting. Cllrs agreed. The Clerk suggested that if Cllrs had any questions regarding this matter in the intervening time they contact her so that she would request appropriate additional information or clarification from Ms Renwick. Cllrs agreed.

RESOLVED:

Cllrs to read the issued information and to delegate consideration of this matter to the Environment Committee meeting on Monday 17th February 2020.

The Chair, Cllr Gloria Wills, explained that due to the confidential nature of the following items these would be discussed under Exempt Information and had any members of the public and/or press been present they would have been asked 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 Annual Increment Award to Town Clerk Report by Personnel Committee:

Prior to the meeting the Clerk had circulated to all an Annual Increment Award To Town Clerk Report by the Personnel Committee which was considered by Cllrs.

8.2 Consideration of Grass Cutting Tender 2020/21 – 2021/22 Report by Cllr Mel Carr and Town Clerk:

The Clerk circulated to all a Consideration of Grass Cutting Tender 2020/21 – 2021/22 Report produced by herself and Cllr Mel Carr which was duly considered by Cllrs.

8.3 Fletcher Room Chairs Re-Covering Recommendation Report by Estates Working Group:

The Clerk circulated to all a Fletcher Room Chairs Re-covering Recommendation Report by the Estates Working Group which was duly considered by Cllrs.

The Chair thanked everyone for attending and closed the meeting at 8.57pm.

APPROVED

RESOLVED:

- i) Mrs Kathrine Winter be Co-opted as Councillor.**
- ii) The Clerk to inform Mrs Winter of her appointment and to make the necessary arrangements for her to commence attending Committee meetings in March 2020.**
- iii) The Clerk to inform DCC's Electoral Services of Mrs Winter's appointment once she has confirmed her acceptance.**

The Chair thanked everyone for attending and closed the meeting at 6.26pm.

APPROVED

SEDGEFIELD TOWN COUNCIL

ENVIRONMENT



Minutes of the proceedings of the **FEBRUARY ENVIRONMENT COMMITTEE** of the **Council** held at **7 p.m.** in the **Council Offices**, Sedgefield, on **Monday 17th February 2020**

Present **Cllr. Alf Walton (Chairman)**
Cllr. Stephen Winter (Vice-Chairman) and
Cllrs. David Brown, Mark Cant, Ann Carr, Mel Carr, Leo McCormack and Mavis Wayman.

Officer Dr Jane Ayre (Town Clerk)

1. Apologies:

Cllrs. Allan Blakemore, Vanessa Carmichael, Chris Lines, Julie Towler and Gloria Wills.

2. Declaration of interest:

None.

3. Matters of Information:

3.1 Footpath Condition (Stockton Road):

The Clerk has written to both local County Cllrs asking them to liaise with Mr John Reed of DCC to determine whether Stockton Road footpath will be included in DCC's next DCC annual maintenance programme to maintain the condition of adopted roads and footpaths. A response is now awaited. Cllr Stephen Winter noted that the Town Council had been waiting some considerable time for a response to this matter yet DCC were installing several islands in an around the location of the new development. The Clerk requested Cllr David Brown in his County Cllr role investigate whether Stockton Road footpath would be included in DCC's annual maintenance programme for 2020/21 and Cllr Brown agreed. Cllr Alf Walton commented that the repair of the footpath would in his opinion be a fraction of the cost of the installation of islands.

County Cllr David Brown 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 these matters.

RECOMMENDED:

To receive the information.

3.7 Trees on Sedgfield 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 continues to monitor holes on the Church Bank. Cllr Walton confirmed that he is also monitoring holes which have appeared at Church View which he believes are potentially as a result of rats in the nearby sewer. The Clerk was asked to report this matter to Northumbrian Water for their investigation. The Clerk to keep Cllrs updated on this matter.

RECOMMENDED:

To receive the information.

3.9 Public Participation:

The Clerk has reported to Durham Constabulary public concerns regarding the speed at which vehicles travel past Malton Terrace/Golden Lion area of the Town and requested this area be considered for future Community Speedwatch monitoring. The Police have agreed to this request.

RECOMMENDED:

To receive the information and to close this matter.

3.10 Annual Headstone Safety Testing:

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

RECOMMENDED:

To receive the information.

3.11 Consultation – Stockton Road/Rectory Row Proposed Build-out:

The Clerk and Chair of the Council prepared a letter in response to this consultation detailing the comments of Cllrs. Mr Peter Broxton of DCC confirmed receipt on 28th January 2020 and stated that all comments received will be discussed between himself and colleagues Mr Lee Mowbray and Mr Adrian White when the consultation stage has finished. A decision will be made by Mr White and Mr Broxton will keep the Town Council updated. The Clerk confirmed that a response had been received and would be considered under agenda item 6.6. Cllr Alf Walton thanked Mr Howard Smith and other local residents for their involvement in this matter.

Mr Broxton has also confirmed that he will investigate the matter of 'missing' footpath near 16 Rectory Row and respond directly to residents. Cllr Mel Carr said that DCC had written to the residents with the response that unauthorized parking should be reported to Durham Constabulary.

RECOMMENDED:

To receive the information and to close this matter.

3.12 Current Planning Applications:

The Clerk has forwarded to DCC Planning Officers comments regarding DM/19/03964/FPA and DM/19/03970/FPA.

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 Liz Mitchell supported comments made earlier in the meeting by Cllr Stephen Winter in relation to the state of the Stockton Road footpath. Mrs Mitchell said that due to the number of cars parked alongside this the grass is churned up as well as the actual path being in a very poor state of repair. Mrs Mitchell was very concerned about access and suitability for wheelchair users.

Mr Howard Smith thanked the Town Council and local County Cllrs for their involvement which had led to the withdrawal of DCC's proposal to create a build-out at the Rectory Row/Stockton Road junction. Mr Smith noted that in the letter sent from DCC to local residents the proposal could be left open for consideration in the future and asked everyone to be aware of this. Mr Smith suggested as an alternative the junction could be marked out for parking in the same way as has been done recently at the top of Rectory Row. Mr Smith said that he hoped that DCC would involve the Town Council in any future discussions regarding this matter. With regards to earlier comments made concerning the footpath at Stockton Road, Mr Smith reported that he and his wife had recently walked along this and found it to be in a treacherous and dangerous state for anyone with mobility issues/disability. The grass has encroached significantly on the path and the actual path is breaking up. Cllr Walton commented that this is a well used path.

Mrs Julia Bowles expressed her concern at the new traffic islands being installed by DCC near to the new development at Eden Drive and was concerned that these, and recently installed footpath, could be infrastructure for further housing on the opposite side of the road in the future. Mrs Bowles noted that the islands were not part of the planning application relating to the development of Eden Drive and questioned if this was an example of DCC working in silo without any consultation with the Town Council and residents. Mrs Bowles asked where Section 106 money from the development had gone because it could, as

previously suggested, be used to improve the footpath along Stockton Road making the Town centre easily accessible to new residents. Mrs Bowles noted that a recent petition by a resident regarding road safety had received over 600 signatures of support but was disappointed to learn that DCC had refused to accept this as it had not been produced through their official channel. She was pleased that a new petition had subsequently been created, albeit that it is more complicated with the person signing having to register first, but was very concerned that it was now DCC effectively managing the petition. Mrs Bowles understood the Town Council would be considering a planning application relating to Donnewell Farm and felt this was a very questionable form of farming diversity to create community dog walking paddocks. Mrs Bowles reminded Cllrs of the sites history with the previously refused planning application for a large caravan park which was turned down due to site access and hoped that this latest application was not just a means of getting an different application submitted in the future to further develop the site. Mrs Bowles said she hoped the Town Council objected. The Clerk confirmed that this application would be considered later in the meeting.

Mr Glen Jones said he was in attendance to listen to several agenda items which related to unknown complaints made against him by other residents. His reason for attendance was to find out what the complaints were in order to be able to respond. Mr Jones said it was his understanding that in the location of the Town to be discussed the area of village green was public space for anyone to park on providing they did so with due consideration. Cllr Walton confirmed that this was the case and suggested Mr Jones write to the Clerk to put his points of view across. Mr Jones said he was unable to do this until he knew what the nature of the complaints were. The Clerk proposed that a separate meeting be set up between herself, Cllr Mel Carr and Mr Jones to discuss this matter. This was agreed and would be scheduled at the conclusion of the Environment Committee meeting.

The Chairman thanked the public for their comment and re-opened the meeting.

5. Reports:

None.

6. Correspondence:

Cllr David Brown proposed that agenda items 6.1, 6.2 and 6.5 be considered together as they related to the same matter. All Cllrs agreed.

6.1 Parking Issue North End, Sedgefield (email from Mr Steven Jackson dated 29th January 2020):

6.2 Parking at North End, Sedgefield (email from Mr Jeffrey Little dated 30th January 2020):

6.5 Parking North End Sedgefield (letter and photographs from Mr Geoffrey Hill received 3rd February 2020):

Prior to the meeting the Clerk had circulated to all the correspondence received relating to parking issues at North End, Sedgefield received from Mr Jackson, Mr Little and Mr Hill.

Cllr Mark Cant requested clarification that the land identified was designated village green. Cllr Mel Carr and the Clerk confirmed this was correct. Cllr Alf Walton said it was important to get a mutual understanding of this matter and suggested this be considered further once the Clerk and Cllr Mel Carr have met with Mr Jones. This was agreed and then if necessary an on-site meeting could take place is needed. Cllr Mavis Wayman asked whether any of the properties had rear entrances to their properties upon which vehicles could be parked. The answer to this question was unknown.

RECOMMENDED:

To receive this information.

6.3 Shotton Farm Management Plan Consultation (email from Ms Lucy Philips, Scottish Woodlands dated 31st January 2020):

Prior to the meeting the Clerk had circulated to all an email from Ms Lucy Philips of Scottish Woodlands which contained within it a hyperlink to the proposed Woodland Management Plan application for woodlands at Shotton Farm. Cllr Alf Walton said he had not found the information provided by Scottish Woodlands to be easy to understand.

RECOMMENDED:

- i) The Clerk, on behalf of Cllr Walton, to ask Mr Harker of Scottish Woodlands if the felled woodland is to be replanted and if so details of the scheme.**
- ii) The Clerk to inform Mr Harker of Scottish Woodlands that the Town Council has no objection to the proposed Woodland Management Plan application for woods at Shotton Farm.**

6.4 Garden of Remembrance Access (email from Ms Susan Clarke dated 22nd January 2020):

Prior to the meeting the Clerk had circulated to all an email from Ms Susan Clarke dated 22nd January 2020 in which she asked the Town Council give consideration to the installation of a footpath connecting the existing footpath at Butterwick Road Cemetery to the Garden of Remembrance to improve access, particularly for those with mobility issues.

RECOMMENDED:

- i) The Clerk and Head Gardener & Cemetery Superintendent to investigate this area of the cemetery to determine whether a footpath could be permitted without encroaching upon burial land.**
- ii) Dependent upon the outcome of i) above this matter to be included into the work of the Butterwick Road Cemetery Working Group when designing groundworks for the new area of the cemetery.**
- iii) The Clerk to update Ms Clarke regarding this matter.**

6.6 Stockton Road/Rectory Row Sedgefield Decision (email and accompanying letter from Mr Peter Broxton, DCC dated 11th February 2020):

The Clerk read out an email received from Mr Peter Broxton of DCC on 11th February 2020 making the Town Council aware that the decision had been made to abandon the scheme to create a build-out at the junction of Rectory Row/Stockton Road due to the number of residential objections. Mr Broxton confirmed that going forward DCC would be putting their efforts into the recently highlighted road safety and maintenance issues within the Town. The Clerk confirmed that this email, which had been accompanied by a copy of the letter issued by DCC to local residents of directly affected frontages of Stockton Road and Rectory Row, had been circulated electronically upon receipt to Town Councillors for their information.

RECOMMENDED:

To receive this information.

The Clerk reminded all Cllrs that several matters had been delegated from the week's previous Committee meetings for consideration.

A1. Current Planning Applications:

DM/20/0015/FPA – refurbishment of stables to provide five dog boarding kennels and associated works, Elstob Crossing, Elstob Lane, Great Stainton:

Cllrs did not have any objection to this application.

DM/20/00151/FPA – erection of an agricultural building to house grain drying equipment and grain storage, Sprucely Farm, Sedgefield:

Cllrs did not have any objection to this application.

DM/20/00252/FPA – change of use of agricultural land to form 2 dog walking paddocks for community use with boundary treatment and improvements to the associated vehicular access, land to the North East of Donnewell Farm, Sedgefield:

Providing there is what DCC's Highways Officers consider to be appropriate accessible access to the highway then Cllrs did not have any objection to this application.

RESOLVED:

The Clerk to inform DCC Planning Officers of the Town Councils comments in relation to the above planning applications.

A2. A177 Sedgefield Prohibition of Waiting Experimental Order 2020 (email and attachments from Ms Sharon Renwick, DCC dated 10th February 2020):

The Clerk reminded all that at the previous P&R Committee meeting an email and accompanying attachments from Ms Sharon Renwick of DCC had been circulated informing the Town Council of the A177 Sedgefield Prohibition of Waiting Experimental Order 2020 which will go live on 21st February 2020.

RESOLVED:

The Clerk to inform Ms Renwick that the Town Council does not have any objections or comments to make regarding this matter as it is understood that these arrangements are being put in place on the grounds of safety.

A3. Lizards Farm Cottages (email and attachment from Ms Leigh Fisher, DCC dated 10th February 2020):

The Clerk reminded all that at the previous Monthly Meeting correspondence and accompanying plan had been circulated from Ms Leigh Fisher of DCC seeking the Town Council's comments and/or observations regarding DCC's proposed disposal of 0.19 hectares of surplus land new Lizards Farm Cottages.

RESOLVED:

Cllrs did not have any objection to this proposed disposal of land and the Clerk to duly inform Ms Fisher of DCC.

The Chair thanked everyone for attending and closed the meeting at 7.34pm.

APPROVED

SEDGEFIELD TOWN COUNCIL

COMMUNITY DEVELOPMENT & ENGAGEMENT



Minutes of the proceedings of the **FEBRUARY COMMUNITY DEVELOPMENT & ENGAGEMENT COMMITTEE** of the **Council** held following the Environment committee meeting in the **Council Offices**, Sedgefield, on **Monday 17th February 2020**



Present

Cllr. Mel Carr (Chairman) and

Cllrs. David Brown, Mark Cant, Ann Carr, Leo McCormack, Alfred Walton, Mavis Wayman and Stephen Winter

Officer

Dr Jane Ayre (Town Clerk)

1. Apologies:

Cllrs. Allan Blakemore, Vanessa Carmichael, Chris Lines, Julie Towler and Gloria Wills.

2. Declaration of interest:

None.

3. Matters of Information:

3.1 Potential Lighting/Signage Work Meeting Update:

Further to recent on-site meetings, potential designs for Ceddesfeld Hall and the Parish Hall signage have now been obtained. The Clerk has shared these with DCC's Conservation Officer to find out whether or not these would be appropriate before any further work is done. A response from the Conservation Officer is now awaited. The Clerk to keep Cllrs updated on this matter.

RECOMMENDED:

To receive the information.

3.2 Annual Fireworks Display:

The Clerk had been due to meet with local British Red Cross volunteers on Thursday 6th February 2020 to consider if they are able to provide a first aid service at this year's event, however, this meeting had required rescheduling to Wednesday 26th February 2020. 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 Citizen and Young Citizen of the Year Award 2019:

The Rotary Club of Sedgefield and the Sedgefield Development Trust have confirmed their on-going support in these Awards. Nomination forms will be included in the March edition of the Sedgefield News (the Development Trust to print the forms and recharge the Town Council as per previous years). The Clerk has liaised with this year's Selection Panel members and scheduled a judging date of 6th April 2020. The Clerk to keep Cllrs updated on this matter.

RECOMMENDED:

To receive the information.

3.4 Sedgefield Community College Academisation:

This matter to be discussed at the Monthly Meeting on Monday 10th February 2020.

RECOMMENDED:

To receive the information and to close this matter.

4. Public Participation:

The Chairman, Cllr Mel Carr, closed the meeting for the public to give their views and comments. No members of the public were in attendance. The meeting was then re-opened.

5. Reports:

5.1 VE Day Commemorations Verbal Update by Cllr Allan Blakemore:

In Cllr Blakemore's absence the Clerk confirmed that arrangements were proceeding

well for this year's VE Day commemorations. Cllrs David Brown and Mel Carr confirmed that the AAP had recently approved a funding request from the SCA for grant funding towards various entertainment to take place at Ceddesfeld Hall as part of this event.

RECOMMENDED:

To receive the information.

6. Correspondence:

6.1 Banner (email from Mrs Julia Rowsby on behalf of St Edmund's Church dated 29th January 2020):

Prior to the meeting the Clerk had circulated to all an email from Mrs Julia Rowsby on behalf of St Edmund's Church dated 29th January 2020 seeking the Town Council's permission to display the church's Christmas Tree Festival around the railings of the War Memorial in December 2020.

RECOMMENDED:

St Edmund's Church be granted permission to place their church banner in December 2020 on the railings of the War Memorial to promote their forthcoming Christmas Tree Festival.

6.2 St Edmund's Church Christmas Tree Festival 2020 (letter from Mr Michael King dated February 2020):

The Clerk circulated to all copies of a letter received from Mr Michael King inviting the Town Council to participate in St Edmund's Church Christmas Tree festival to run from 28th November 2020. All Cllrs were pleased to hear that this very popular event would be re-run and that it would coincide with the Town's Snow Party on Saturday 28th November 2020.

Cllr Mark Cant requested that consideration be given to the large tree near to the Ball Game Statue being used as the Town's Christmas Tree. Cllr Mel Carr replied that this had been considered in the recent past but the problem had been the installation of an electricity feed to it and detailed the extensive liaison work which had taken place prior to the refurbishment of the Turning Circle with the Church and DCC as well as potential contractors. Cllrs Stephen Winter and Leo McCormack expressed their support for a review of this situation. Cllr Alf Walton agreed that many options from

the Church feed across the churchyard were considered at the time of the Turning Circle refurbishment but none were feasible.

RECOMMENDED:

- i) The Clerk to prepare an application form to request the Town Council has a 6ft Christmas Tree as part of the St Edmund's Church 2020 Christmas Tree Festive with the tree to be decorated by the Mayor of Sedgefield.**
- ii) A cheque for i) above to be raised for approval at the March 2020 P&R Committee meeting.**
- iii) Cllr Mel Carr to take to the Estates Working Group Cllrs comments regarding reviewing the future use of the tree near to the Ball Game statue as the Town's Christmas Tree and options for an electricity supply to it.**

The Chair thanked everyone for attending and closed the meeting at 7.52pm.