

SEDGEFIELD TOWN COUNCIL



Minutes of the proceedings of the **MARCH MONTHLY MEETING** of the **Council** held at
7 p.m. in the **Council Offices**, Sedgefield, on
Monday 9th March 2020

Present Cllr. Mel Carr (Chairman)
Cllr. Gloria Wills (Vice-Chairman) and
Cllrs. Allan Blakemore, Mark Cant, Ann Carr, Chris Lines, Leo McCormack,
Mavis Wayman, Kathrine Winter and Stephen Winter

Officer Dr Jane Ayre (Town Clerk)

The Chairman, Cllr Mel Carr, welcomed Cllr Kathrine Winter to the Town Council following her recent co-option.

1. Apologies:

Cllrs. David Brown, Vanessa Carmichael, Julie Towler and Alf Walton.

2. Declaration of interest:

Cllr Mark Cant declared an interest in agenda items 7.3 and 10. No other Cllrs made any Declaration of Interest.

3. STC Minutes / Committee Reports:

a. Minutes of Estates Working Group meeting held Tuesday 4th February 2020:

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

b. Minutes of the Monthly meeting held Monday 10th February 2020:

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

c. Minutes of the P&R committee held Monday 10th February 2020:

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

d. Minutes of the Special Town Council Meeting held Monday 17th February 2020:

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

e. Minutes of the Environment committee meeting held Monday 17th February 2020:

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

f. Minutes of the Community Development & Engagement committee meeting held Monday 17th February 2020:

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

g. Minutes of the Finance Working Group meeting held Monday 24th February 2020:

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

h. Minutes of the Personnel Committee meeting held Monday 24th February 2020

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

RESOLVED:

To receive the information and to close this matter.

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. DCC have confirmed the build-outs are no longer to be installed at Rectory Row/Stockton Road.

RESOLVED:

To receive the information and to close this matter.

4.5 Pending Planning Application:

Details of Sedgefield Racecourse's planning application have now been received and will be considered under agenda items 7.3 and 10.

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 Eden Gardens, Sedgefield – Public Right of Way:

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.

4.8 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. See agenda item 9.2 for Mr White's response.

RESOLVED:

To receive the information.

4.9 Public Participation:

The Clerk has sent an electronic update to Mrs Bowles regarding her enquiry relating to Section 106 monies from Thurlow Grange going to Fishburn.

RESOLVED:

To receive the information and to close this matter.

4.10 Co-option of Councillor:

A Special Town Council meeting took place on 17th February 2020 and a Co-opted Town Councillor has been appointed.

RESOLVED:

To receive the information and to close this matter.

4.11 Sedgefield Community College – Community Use Agreement:

The Clerk has written to Mr Paul Howell MP and requested his timescale for completion of his investigation into the Community College's academy conversion process and his willingness/availability to participate in any public meeting regarding this matter. A response is now awaited. The Clerk to keep Cllrs updated on this matter.

The Clerk has provided Ms Charlotte Tanikal of Eversheds Sutherland and Ms Jane Spence of the Laidlaw Schools Trust with an update on the Town Council's position regarding the Draft Deed of Novation. See agenda item 9.3.

RESOLVED:

To receive the information.

4.12 Lizards Farm Cottage:

This matter was discussed at the Environment Committee meeting on Monday 17th February 2020.

RESOLVED:

To receive the information and to close this matter.

4.13 Current Planning Applications:

The Clerk has forwarded to DCC Planning Officers the Town Council's comments on

planning applications 1-5.

RESOLVED:

To receive the information and to close this matter.

4.14 Additional Planning Applications:

Planning applications DM/20/00115/FPA, DM/20/00151/FPA and DM/20/00252/FPA were considered at the Environment Committee meeting held on Monday 17th February 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 meeting in March 2020 and civic events until November 2020.

RESOLVED:

To receive this information.

6. Public Participation:

The Chairman, Cllr Mel Carr closed the meeting to allow members of the public the opportunity to express their views and comments. No members of the public had any comments to make. The Chairman re-opened the meeting.

7.1 Internal Reports:

7.1 Chairman's Report:

Prior to the meeting the Clerk had circulated to all a Chairman's Report which had detailed the activities he had performed since the last Monthly Meeting.

RESOLVED:

To receive this information.

7.2 Mayor's Report:

The Clerk circulated to all a Mayor's Report and on behalf of the Mayor, Cllr Leo McCormack, she expressed thanks to all who had been involved with and supported the recent Mayor's Civic Ball at Hardwick Hall Hotel.

RESOLVED:

To receive this information.

7.3 Planning Application For Marquee At Car Boot Fair – Sedgefield Racecourse (DM/20/00325/FPA) Report by Cllr Mark Cant:

Prior to the meeting the Clerk had circulated to all a Planning Application For Marquee At Car Boot Fair – Sedgefield Racecourse (DM/20/00325/FPA) Report by Cllr Mark Cant. Cllrs agreed to note Cllr Cant's comments.

RESOLVED:

To receive this information.

8. External Reports:

None.

(Cllr Leo McCormack joined the meeting at this point)

9. Correspondence:

9.1 Hartlepool Borough Council: Consultation on the draft Standards and Guidance for Public Rights of Way SPD and the Green Infrastructure SPD (email from Ms Rebecca Cockburn, Hartlepool Borough Council dated 7th February 2020):

Prior to the meeting the Clerk had circulated to all an email from Ms Rebecca Cockburn of Hartlepool Borough Council dated 7th February 2020 regarding the Council's consultation on the draft Standards and Guidance for Public Rights of Way SPD and the Green Infrastructure SPD.

RESOLVED:

To receive this information.

9.2 Large Scale Development On Land To The South of Eden Drive Sedgefield (letter from Mr Adrian White, DCC dated 17th February 2020):

Prior to the meeting the Clerk had circulated to all a letter from Mr Adrian White of DCC dated 17th February 2020 which was in response to the Town Council's letter of 4th February 2020 enquiring about the installation of traffic calming features on the link between Stockton Road and the A689 through the development site at Eden Drive,

Sedgefield. In Mr White's response he explained that Storey Homes Limited are aware of the features yet to be constructed as part of the highways adoption legal agreement and have indicated that this work should take place in May/June 2020. The construction, dedication and adoption of the road requires the features to be in place before DCC accepts the highway as publicly adopted and maintainable road.

RESOLVED:

To receive this information.

9.3 SCC (email from Ms Jane Spence, Laidlaw Schools Trust dated 28th February 2020):

Prior to the meeting the Clerk had circulated to all an email from Ms Jane Spence of the Laidlaw Schools Trust dated 28th February 2020. Ms Spence confirmed that the Department of Education were satisfied that due process had been followed in the statutory consultation by the governing body of Sedgefield Community College to convert to academy status and join The Laidlaw Schools Trust with effect from 1st March 2020. Ms Spence said that whilst it had been unfortunate the Town Council had not signed the new Deed of Novation in relation to community use facilities at the College's site within the timescale of the conversion it had now been confirmed that as there were no changes to the CUA signing was therefore unnecessary. Cllr Mel Carr asked Cllrs whether the Council should now sign this agreement. Cllr Gloria Wills said that it was not necessary.

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/20/00392/TPO – T1 Beech 20% (3m max) crown reduction and crown lift to 3m, 13 North Park Road, Sedgefield:

Cllrs did not have any objection to this application.

10.2 DM/20/00398/FPA – two storey extension to form a teacher training hub for the school and visiting university students and associated extension to car parking areas, Sedgefield Community College, Hawthorn Road, Sedgefield:

Cllrs expressed concerns in relation to the traffic and highways implications from this

application. There is already a significant volume of traffic generated by the Community College and this planning application will generate yet further traffic. Within this application is the proposal to divert pedestrian and vehicle traffic along Hawthorn Road which is through a constricted housing estate. This proposal is simply moving traffic, and its associated problems and risks, from its current location in the Town, i.e. Butterwick Road, to another area, i.e. Hawthorn Road, without actually addressing the situation. The risks to both pedestrian and vehicle traffic, both in the current location and proposed location, are considerable and should be addressed through a new School Travel Plan which also deals with associated pollution implications upon the surrounding area. Consideration should be given to creating a new access to the school through the industrial estate leading to the College's sports playing grounds while having regard for the Town's Built Up Area Boundary in The Sedgfield Plan and not opening-up the Eastern side of Sedgfield for any further development. It is understood that Section 106 money previously allocated to the Community College to create additional school places is now no longer required for that use so perhaps should be spent creating a new College access. Alternatively consideration should be given to creating a turning circle at the College's entrance, within the College's grounds, to assist more effective ways of dropping off/collecting young people and consider staggered starting/finishing times. Ultimately if this application is approved by DCC the Town Council requests that there is a clear condition put in place for a revised School Travel Plan.

Several Cllrs expressed concerns that many residents living in the surrounding area which will be impacted by this application have not been notified by DCC, e.g. those living in and around Hawthorn Road and Butterwick Road, so are unaware of this matter.

A request be made to DCC that the Town Council be permitted to speak at the Full Planning Committee meeting at which this application is to be considered and that Cllr Gloria Wills would represent Sedgfield Town Council.

10.3 DM/20/00325/FPA – erection of marquee for use in relation to existing car boot activity, Sedgfield Racecourse, Sedgfield:

Cllrs noted that the proposed marquee was to be located in Western car park area which does not correlate with the location of the car boot sale nor is the size of the marquee being proposed representative of the size of the car boot sale. For these reasons the Town Council would like to know what is this proposed marquee for and where is the evidence of the need for this facility. The Town Council is concerned

regarding the visual impact of such a permanent facility at this location. If this application is approved the Town Council requests there are clear enforceable conditions assigned showing that it is only for use as part of the car boot sale.

RESOLVED:

The comments on planning applications 1-3 above to be submitted to DCC Planners.

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

APPROVED

SEDGEFIELD TOWN COUNCIL

POLICY & RESOURCES



Minutes of the proceedings of the **MARCH POLICY & RESOURCES** of the Council held following the Monthly meeting in the **Council Offices**, Sedgefield, on **Monday 9th March 2020**

Present **Cllr. Gloria Wills (Chairman)**
Cllr. Mel Carr (Vice-Chairman) and
Cllrs. Allan Blakemore, Mark Cant, Ann Carr, Chris Lines, Leo McCormack,
Mavis Wayman, Kathrine Winter and Stephen Winter

Officer Dr Jane Ayre (Town Clerk)

1. Apologies:

Cllrs. David Brown, Vanessa Carmichael, Julie Towler and Alf Walton.

2. Declaration of interest:

Cllr Chris Lines declared an interest in item 7.5 Cllr Ann Carr declared an interest in item 8.4. Cllr Mel Carr declared an interest in item 8.4. 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 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 has now been processed and approved by Barclays so the Town Council will implement (authorized) payment by BACS from 1st April 2020 where possible. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive the information and to close this matter.

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:

The Clerk reported that she had recently spoken to Mr Martin Haigh of DCC who confirmed that at present no further information has been provided by Hardwick Hall Hotel in relation to their review of their current premises licences. Mr Haigh has requested an update and will keep the Town Council updated. 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. DCC have designated this planning application as invalid until further information has been provided. See agenda item 8.3.

A Section 106 application form is now being prepared and once completed a meeting will be scheduled with Mr Stephen Reed of DCC 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:

Ms Joanne Fife of DCC has requested further information. The Clerk is investigating this matter and will also request that ownership of the land surrounding the adjacent property also be considered so that if necessary, screening could also be put in place. 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 has requested an update on this matter and envisaged completion date. A response is now awaited. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive the information.

3.11 Treeworks:

The Clerk has informed AW Treecare of their successful quotation on work to a tree near to the Town Council Offices. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive the information.

3.12 Butterwick Road Cemetery – Amended Rules and Regulations:

Letters to be prepared as soon as possible. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive the information.

3.13 Terrace Hill Funding

No further update has yet been received from Sedgefield Bowling Club. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive the information.

3.14 Revised Parish Hall User Policy:

The new User Policy has been uploaded to the Town Council's website and issued to users.

RESOLVED:

To receive the information and to close this matter.

3.15 Invoices for Payment – PRS/PPL:

Discussions and investigations are on-going regarding future PRS/PPL fees in relation to the Parish Hall. A revised cheque is to be considered under agenda item 6.1. relating to backdated charges for 2019/20.

RESOLVED:

To receive the information.



3.16 Pedestrian Safety Review:

The Clerk has written 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 was copied to both local County Cllrs. A response is now awaited from Mr White. An email was received from County Cllr John Robinson on 20th February 2020 stating that he was due to meeting with DCC Officers the following day to discuss this matter. No further update has been provided by County Cllr Robinson, however, a response has been received from Mr White and will be considered under agenda item 7.7.

The Clerk requested from Durham Constabulary an update on findings from recent Community Speedwatch events. See agenda item 7.4.

The Clerk has written to both local County Cllrs requesting they give their support to lobbying DCC for Sedgefield to be included as one of the venues for mobile flashing speed signs. An email was received from County Cllr John Robinson dated 18th February 2020 stating that he had asked how much 3 cameras would cost for all

entrances with a view to applying for Section 106 funding towards them or paying via Neighbourhood Budget. Cllr Robinson said he would keep the Town Council updated. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive the information.

3.17 A177 Sedgefield Prohibition of Waiting Experimental Order 2020:

This matter was discussed at the Environment Committee meeting on Monday 17th February 2020.

RESOLVED:

To receive the information and to close this matter.

3.18 Grass Cutting Contract 2020/21 and 2021/22:

CE & CM Walker have been informed of their successful grass cutting quotation and that they have been awarded the Town Council's grass cutting contract for 2020/21 and 2021/22.

RESOLVED:

To receive the information and to close this matter.

3.19 Fletcher Room Chairs:

Trimdon Upholstery have been informed of their successful quotation to re-cover 20 x Fletcher Room chairs in faux-leather.

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.

Mr Ean Parsons introduced himself as Chair of the Sedgefield Harriers Running Track Steering Group. Mr Parsons reported that DCC have advised the Harriers they have

earmarked an area of land to the North East of NETPark upon which a running track has been built. This land would be leased to the Harriers by DCC for 30 years. Sedgefield Harriers are now in a position to be able to progress with their plan to build a track and Mr Parsons expressed the Harrier's gratitude to the Town Council for holding on their behalf £40,000 of Terrace Hill funding. Mr Parsons confirmed a request has now formally been submitted to the Town Council requesting access to this funding so that the Harriers can progress their project and that this request had been made by the Friends of the Harriers in their capacity as a CIO. Mr Parsons said the Harriers intention is to build a sports facility to benefit all of Sedgefield, a facility which will be first and foremost a community facility. The Clerk confirmed that this matter would be considered under agenda item 7.5.

The Chair thanked the member of the public for this comments and then re-opened the meeting.

5. Reports:

5.1 DCC HR Policies Update Report by Personnel Committee:

Prior to the meeting the Clerk had circulated to all a DCC HR Policies Update Report by the Personnel Committee which detailed the work to date in tailoring purchased HR policies from DCC to the Town Council's requirements, the current work and the work remaining to be undertaken before 31st March 2021.

RESOLVED:

To receive this information.

5.2 Ceddesfeld Hall Car Park Flooding Update Report by Cllrs Gloria Wills, Mel Carr and Alf Walton:

Prior to the meeting the Clerk had circulated to all a Ceddesfeld Hall Car Park Flooding Update Report by Cllrs Gloria Wills, Mel Carr and Alf Walton. Cllr Wills said this had been a very good meeting and that Mr Tony Guest of the SCA would keep the Town Council updated regarding this matter.

RESOLVED:

To receive this information.

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 10th February 2020:

Prior to the meeting the Clerk had circulated to all details of cheques for approval after 10th February 2020 numbered 109703 – 109712. In addition, the Clerk distributed to all an updated cheques for approval list which added cheques numbered 109713 to 109722.

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 20th February 2020:

RESOLVED:

To receive the Financial Budget Comparison as at 20th February 2020.

6.3 Debtors List as at 20th February 2020:

RESOLVED:

To receive the Debtors List as at 20th February 2020.

6.4 Direct Debits and BACS List for 1st – 29th February 2020:

The Clerk circulated to all a Direct Debits and BACS List for 1st – 29th February 2020.

RESOLVED:

To receive Direct Debits and BACS List for 1st – 29th February 2020.

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

The Clerk circulated to all a February 2020 Bank Reconciliations Plus January 2020 Public Sector Deposit Fund Reconciliation Report.

RESOLVED:

To receive the 1st – 29th February 2020 Bank Reconciliations and 1st – 31st January 2020 Public Sector Deposit Fund Reconciliation.

6.6 Internal Audit Findings Report by Finance Working Group:

Prior to the meeting the Clerk had circulated to all an Internal Audit Findings Report by the Finance Working Group which was accompanied by the Internal Auditor's recent findings report in relation to payroll audit, main accounting, cemetery income and budgetary control. The Finance Working Group was delighted to report that Full Assurance had been obtained Town Council staff in this achievement.

RESOLVED:

To receive this information.

7. Correspondence:

7.1 Selective Licensing Consultation (email from CDALC dated 17th February 2020):

Prior to the meeting the Clerk had circulated to all an email from CDALC dated 17th February 2020 which provided details of a current DCC consultation exercise regarding proposals to introduce selective licensing to parts of County Durham to help to improve the standard of privately rented properties. This consultation run until 27th April 2020.

RESOLVED:

Cllrs to complete this consultation if they wish in their own private capacity as a resident.

7.2 Health Centre Car Park (email and site plan from Mr Peter Broxton, DCC dated 19th February 2020):

Prior to the meeting the Clerk had circulated to all an email and site plan from Mr Peter Broxton of DCC dated 19th February 2020 in which he was seeking the views of the Town Council regarding the potential introduction of advisory white lining and arrows to assist vehicles in a one directional approach at the car park adjacent to the Parish Hall in Sedgfield. With this system would be the opportunity to create 2 extra parking bays.

Cllrs discussed this matter and whilst there some differences of opinion regarding the most appropriate direction in which traffic should flow within the car park it was agreed that trying to create a one way system would be beneficial and that if DCC could give consideration to removing the concreted/planted area at the top of the car

park, potentially freeing up further space for further additional parking spaces, and the removal of bushes from the concreted/planted area at the rear corner of the library, to aid driver visibility when turning right, this proposed scheme should be supported.

RESOLVED:

The Clerk to inform Mr Peter Broxton of the Town Council's decision.

7.3 Guide Bench (email from Mrs Julie Towler, Sedgefield Brownies, Guides, Rangers and Trefoil Guild dated 23rd February 2020):

Prior to the meeting the Clerk had circulated to all an email from Mrs Julie Towler on behalf of Sedgefield Brownies, Guides, Rangers and Trefoil Guild dated 23rd February 2020 seeking the Town Council's permission to place a plaque on their bench in the centre of the Town in memory of the late Mrs Jackie Postgate. All Cllrs agreed that this would be a very fitting tribute.

RESOLVED:

The Town Council to give permission for a plaque in memory of Mrs Jackie Postgate to be placed on the Guide Bench in the Town centre.

7.4 Sedgefield – Findings From Recent Community Speedwatch (email from PCSO Amy Jorgeson dated 20th February 2020):

Prior to the meeting the Clerk had circulated to all an email from PCSO Amy Jorgeson dated 20th February 2020 in which she provided the findings from recent Community Speedwatch work undertaken in the Town.

Cllr Stephen Winter suggested that the reason for such low numbers of speeding incidents recorded was because Speedwatch operatives have been wearing high-visibility jackets. Cllr Allan Blakemore explained that the wearing of such was a legal requirement. Cllr Winter suggested the Town Council ask the Police if they can undertake a full traffic survey. Cllrs agreed. Cllr Kathrine Winter asked if the timings of each Community Speedwatch were known as the time of day could also influence the number of speeding incidents. The Clerk confirmed that no such details had been provided.

RESOLVED:

To receive this information and the Clerk to ask PCSO Jorgeson if a full traffic survey could be undertaken in the Town.

7.5 Athletics Track – Terrace Hill Funding (letter from Mr Ean Parsons, Trustee of the Friends of Sedgfield Harriers dated 28th February 2020):

Prior to the meeting the Clerk had circulated to all a letter from Mr Ean Parsons of the Friends of Sedgfield Harriers dated 28th February 2020 in which he updated the Town Council on the status of the Harrier's project to build a running track in the Town and requested the Harrier's allocation of £40,000 of Terrace Hill funding held by the Town Council be released.

Cllr Gloria Wills expressed her annoyance that whilst Mr Stephen Howells of DCC had met with the Town Council in September 2017 to make Cllrs aware of the potential for a sports hub in the Town he had not followed through with his promise to keep the Town Council updated on this matter. Cllr Wills said there had been no public consultations relating to this issue and the local AAP had delivered in May 2019 a presentation detailing how Section 106 monies could be spent in relation to sport in the Town. Cllr Wills said that whilst she did not have an issue in giving Terrace Hill money to the Harriers she was concerned that money could be given for something which may never come to fruition as DCC had made promises and pledges to the Harriers in the past which had not materialized.

Cllr Allan Blakemore said that regardless of DCC's comments in the past that Sedgfield Harriers were now for the first time requesting their allocation of Terrace Hill funding held by the Town Council be released as they are in a position from which to be able to progress their running track project. Cllr Blakemore said the Town Council had agreed to hold the Harrier's Terrace Hill funding allocation until such a time that they requested it be released. Cllr Blakemore reminded other Cllrs that several other groups have already requested and received their respective allocations as they have progressed or completed their respective projects. Cllr Blakemore said the Town Council should release the Harrier's allocated funding.

Cllr Chris Lines requested to speak and was invited to do so by Cllr Wills following his earlier declaration of interest in this matter. Cllr Lines reminded fellow Cllrs that in 2016 a request for Terrace Hill funding was considered by Sedgfield Squash Club and approved by the Town Council. The funding was released at that time

regardless of the fact that the Squash Club did not have granted planning permission for the building of their proposed third court but because their Terrace Hill funding could be used to complete a stage in their project to enable necessary internal alterations to take place in order to accommodate the future court. Cllr Lines said that this set a clear parallel with the Harrier's current situation. Cllrs Mel Carr and Blakemore agreed.

Cllr Mark Cant said that if all required criteria set when the allocation was awarded had been met then the £40,000 should be released to the Friends of Sedgefield Harriers.

RESOLVED:

The Town Council to release to the Friends of Sedgefield Harriers with immediate effect their £40,000 allocation of Terrace Hill funding.

7.6 Sedgefield Twinning Association (letter from Sam Edgoose, Treasurer dated 27th February 2020):

Prior to the meeting the Clerk had circulated to all a letter from Sam Edgoose, Treasurer of Sedgefield Twinning Association, dated 27th February 2020 seeking a £200 donation from the Town Council towards the visit in May 2020 of Hamminkeln guests. Cllr Allan Blakemore proposed that this donation be made from the Town Council's 2020/21 budget. All Cllrs agreed.

RESOLVED:

A donation of £200 be given to Sedgefield Twinning Association dated 1st April 2020 towards support the cost of visitors from Hamminkeln attending Sedgefield in May 2020.

7.7 Pedestrian Crossings – Sedgefield (letter from Mr Brian Buckley, DCC dated 6th March 2020):

The Clerk circulated to all a letter from Mr Brian Buckley of DCC dated 6th March 2020 which was in response to the Town Council's letter of 18th February 2002 to Mr Adrian White requesting that he consider reviewing pedestrian crossings in the Town. Mr Buckley explained the work which DCC undertakes in relation to considering requests for pedestrian crossing facilities and traffic calming measures, detailing such existing facilities in the Town and the recently installed additions at

Rectory Row. Mr Buckley concluded by explaining what developers were required to do in relation to Traffic Impact Assessments as part of any planning application relating to large developments. Cllrs noted Mr Buckley's comments.

Cllr Allan Blakemore said that just because evidence did not exist to support road safety concerns that did not mean that there was no risk particularly as significant numbers of vehicles were coming into Sedgfield from all entrances, including many above the speed limit, at all times but particularly when children were walking to school. Cllr Leo McCormack pointed out this situation would become worse when the development on the former Turner's Garage site was live. Cllr Mavis Wayman said that she understood the onus for the installation of appropriate measures was the responsibility of the developer but expressed concern at the length of time often taken in installing such and asked what price was being put on safety.

RESOLVED:

To note the content of Mr Buckley's letter.

7.8 Consultation On County Durham and Darlington Road Safety Strategy (email from CDALC dated 4th March 2020):

Prior to the meeting the Clerk had circulated to all an email from CDALC dated 4th March 2020 which detailed a DCC consultation relating to the proposed County Durham and Darlington Road Safety Strategy. This consultation is live until 29th March 2020 and the Clerk confirmed that details of this have been shared through the residents database and asked Cllrs to share with any other interested local community groups.

RESOLVED:

Cllrs to complete this consultation if they wish in their own private capacity as a resident.

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 Re-covering of Town Council Polytunnel Recommendation Report by Head Gardener & Cemetery Superintendent:

Prior to the meeting the Clerk had circulated to all a Re-covering of Town Council Polytunnel Recommendation Report by the Head Gardener & Cemetery Superintendent which included the background to this facility, its current usage and quotation.

8.2 Parish Hall Bar Cooler Recommendation Report by Estates Working Group:

Prior to the meeting the Clerk had circulated to all a Parish Hall Bar Cooler Recommendation Report by the Estates Working Group which included the background to this matter, the usage of the current cooler and quotation.

8.3 Proposed Treeworks in New Area of Butterwick Road Cemetery Report by Town Clerk:

Prior to the meeting the Clerk had circulated to all a Proposed Treeworks In New Area of Butterwick Road Cemetery Report.

(Cllrs Mel Carr and Ann Carr left the meeting at this point).

8.4 Village Green / Pickled Parson Update Report by Town Clerk and Cllr Gloria Wills:

Prior to the meeting the Clerk had circulated to all a Village Green / Pickled Parson Update Report by herself and Cllr Gloria Wills. Cllrs considered this matter.

8.5 Village Green Parking North End Recommendation Report by Town Clerk and Cllr Mel Carr:

(Cllrs Mel Carr and Ann Carr re-joined the meeting at this point)

Prior to the meeting the Clerk had circulated to all a Village Green Parking North End Recommendation Report produced by herself and Cllr Mel Carr following their meeting with local residents regarding concerns raised at the February 2020 Environment Committee meeting. Accompanying this report was a proposed letter to be sent to local residents regarding parking on the village green at North End, Sedgefield.

8.6 Proposed Groundworks Opposite Pizza Castle Report by Town Clerk:

Prior to the meeting the Clerk had circulated to all a Proposed Groundworks Opposite

Pizza Castle Report making Cllrs aware that a request for a replacement memorial seat had been received, however, groundworks would be required.

8.7 Appointment of First Aid Provider For Town Council's Annual Fireworks Display Recommendation Report by Town Clerk:

Prior to the meeting the Clerk had forwarded to all an Appointment Of First Aid Provider For Town Council's Annual Fireworks Display Recommendation Report.

8.8 Ash Tree Within Grounds of Ceddesfeld Hall Report by Cllrs Gloria Wills and Mel Carr:

Prior to the meeting the Clerk had circulated to all an Ash Tree Within Grounds of Ceddesfeld Hall Report by Cllrs Gloria Wills and Mel Carr. It was agreed that every effort should be made to ensure the longevity of this tree and that the footpath should be re-routed around the tree away from its current lean. It was agreed that discussions should be entered into with Sedgefield Squash Club so that certain sections of their proposed temporary construction road required through the Hall's grounds for their extension project be of a permanent nature for the re-routing of the existing footpath.

The Chair thanked everyone for attending and closed the meeting at 9.02pm.