

SEDFIELD TOWN COUNCIL

Minutes of the proceedings of the **SEPTEMBER
MONTHLY MEETING** of the **Council** held at 7pm

on

Monday 13th September 2021

in

Sedgefield Parish Hall

Present

Cllr. Mel Carr (Chairman) and

Cllrs. Allan Blakemore, David Brown, Ann Carr, John Finlayson, Catherine Hart, Paul Heasman, David Jasper, Allan Nicholson, Jim Seymour, Alfred Walton, Mavis Wayman and Stephen Winter

Officers

Dr Jane Ayre (Town Clerk)

1. Apologies:

Cllrs Mark Cant and Julie Towler.

2. Declaration of interest:

None.

3. STC Minutes / Committee Reports:

a. Minutes of the Monthly meeting held Monday 12th July 2021:

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

b. Minutes of the P&R committee held Monday 12th July 2021:

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

c. Minutes of the Personnel meeting held Monday 19th July 2021:

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

d. Minutes of the Community Chest meeting held Monday 19th July 2021:

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

e. Minutes of the Estates Working Group meeting held Monday 26th July 2021:

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

f. Notes of Policy & Records Management Working Group Meeting held Monday 26th July 2021:

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

g. Minutes of the Fireworks Working Group Meeting held Tuesday 27th July 2021:

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

h. Minutes of the Finance Working Group Meeting held Thursday 29th July 2021:

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

i. Minutes of the Estates Working Group Meeting held Monday 9th August 2021:

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

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

4. Matters of Information:

4.1 Building Back Communities:

County Cllrs David Brown and Chris Lines have been asked to provide the Town Council with an update regarding the Town Centre Safety Fund operated by DCC and any associated programmes. A response is now awaited, however, the Clerk has been asked by the AAP if the Town Council would like to join a Working Group regarding the Towns and Villages Fund to which she has accepted and further information is now awaited. County Cllrs Brown and Lines to keep the Town Council updated.

RESOLVED:

To receive the information.

4.2 Current Planning Applications:

The Clerk submitted to DCC Planners comments agreed in relation to planning applications 1-6.

Additional information was obtained in relation to the Filtronic planning application and no Cllrs had any objections to the application.

RESOLVED:

To receive the information and to close this matter.

4.3 Planning Applications:

Cllrs did not submit to the Clerk any comments regarding planning applications

DM/21/02320/FPA, DM/21/02323/FPA, DM/12/02428/FPA and DM/21/02309/VOC which had been published on 12th July 2021.

During the summer recess period (up until the list published by DCC on 20th August 2021) all planning applications have been shared electronically with Town Councillors and no comments/objections submitted to the Clerk.

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 September 2021 plus civic events until March 2022.

RESOLVED:

To receive the information.

6. Public Participation:

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

Mrs Julia Bowles reminded all that she had been part of a group of village residents who had been given legal status to participate in the Planning Inquiry regarding the planning application for the large scale development of Eden Drive. At the Inquiry the group had given a guarantee by the Planning Inspector that the community would have an input into how Section 106 monies were to be spent. Mrs Bowles said that no consultation had taken place explaining how much monies were available and how they could be applied for. Mrs Bowles said the group had been told that such decisions would be made via Sedgefield Town Council and Mrs Bowles asked the Town Council to engage with the public regarding Section 106 monies. Mrs Bowles asked if the Town Council had seen DCC's latest Section 106 figures? Mrs Bowles said that DCC were potentially allocating the majority of Section 106 funding to the proposed athletics track and as such were acting in an inappropriate way with these monies. Mrs Bowles said the Town Council have a role to look after the best interests of the community and said they should actively engage with the community on this matter. Mrs Bowles believed this matter should be referred to central government and the Ombudsman. Mrs Bowles concluded by saying that whilst she was supportive of the Harrier's project she hoped they would have pangs of concern towards other groups which could benefit from such monies. The Chair, Cllr Mel Carr, explained the matter of Section

106 monies was to be discussed under agenda item 6.9 of the P&R Committee meeting that evening.

Mrs Liz Mitchell expressed her concern regarding the state of car parking at the front of The Impeccable Pig and the impact upon safety. The Clerk confirmed this matter was to be discussed at the Council's Environment Committee meeting on Monday 20th September 2021.

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

7. Internal Reports:

7.1 Chairman's Report:

Prior to the meeting the Clerk had circulated to all a copy of the Chairman's report which detailed the actions he had undertaken since the Council's last Monthly Meeting.

RESOLVED:

To receive this information.

7.2 Mayor's Report:

Prior to the meeting the Clerk had circulated to all a copy of the Mayor's report which detailed the actions she had undertaken since the Council's last Monthly Meeting.

RESOLVED:

To receive this information.

8. External Reports:

8.1 Report From Durham County Councilor Chris Lines, Sedgefield Division:

Prior to the meeting the Clerk had circulated to all a report from Durham County Cllr Chris Lines who represents the Sedgefield Division.

RESOLVED:

To receive the report provided by County Cllr Lines.

9. Correspondence:

None.

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/21/01166/FPA – temporary use of land for 3 years for siting of 46 holiday lodges, reception building, car park and associated infrastructure and landscaping, land adjacent to SS Feeds, Bradbury:

Cllrs objected to this application for several reasons. Concerns were expressed regarding the impact upon highways safety as the local road infrastructure is not suitable for the significant additional traffic which this application would generate. Highways safety concerns also relate to loading, parking and turning into and out of the site onto the A689. These concerns could only be overcome with major infrastructure changes to the road. There is also the potential for noise disturbance from this site. It is noted this large scale application is classed as “temporary” for a period of 3 years. It is surely unlikely that such investment would be proposed for such a short time period therefore why is temporary use only being sought? Cllrs agreed this planning application should be called in for determination by Full Planning Committee.

10.2 DM/21/02816/FPA – installation of a solar photovoltaic array/solar farm with associated infrastructure (cross boundary site with Darlington Borough Council), land West, North and East of Whinfield Farm, Brafferton.

Cllrs did not have any objection to this application.

10.3 DM/21/02842/FPA – erection of single 18m high domestic wind turbine with 6.5m radius blade, land to the North of composting site, Embleton Hall Dairies, Sedgefield:

Cllrs did not have any objection to this application.

10.4 DM/21/02856/FPA – road closure and installation of gated entrance, Units 1-4 Fishburn Industrial Estate, Fishburn:

Cllrs did not have any objection to this application.

10.5 DM/21/02924/FPA – re-roofing, provision of support buttresses and amendments to window and door openings, Embleton Hall Dairies, Wingate, Sedgefield:

Cllrs did not have any objection to this application.

10.6 DM/21/02925/LB - re-roofing, provision of support buttresses and amendments to window and door openings, Embleton Hall Dairies, Wingate, Sedgefield:

Cllrs did not have any objection to this application.

RESOLVED:

The comments on planning applications 1 - 6 above to be submitted to DCC Planners.

ADDITIONAL ITEMS:

The Clerk reported that earlier that day she had circulated to all Cllrs electronically a letter from Ms Claire Teasdale, DCC Planning Officer making the Council aware that amendments had been lodged in relation to planning application **DM/21/01646/VOC** regarding the removal of condition 20 (turbine sound power level) of planning permission number 7/2004/0715/DM as amended by planning permission no 7/2006/0008/DM **to allow the wind farm to operate at full power, Walkway Wind Farm, High Swainston Farm, Wynyard, Billingham.**

RESOLVED:

To delegate the consideration of this matter to the Environment Committee meeting on Monday 20th September 2021.

The Clerk also reported that DCC had published the following planning applications earlier that day:

DM/21/03091/FPA – retrospective application for change of use from store room to upholstery business (Class B2), 14 Maughan Terrace, Fishburn

DM/21/03031/FPA – resubmission of approval DM/20/02802/FPA for single storey side extension and detached single storey outbuilding in rear garden, to include 2 no external air source heat pump units to the rear of the building and timber fencing enclosure, 1 Low Farm, Bradbury

RESOLVED:

To delegate the consideration of these planning applications to the Environment Committee meeting on Monday 20th September 2021.

The Chair thanked everyone for attending and closed the meeting at 7.18pm

SEDGEFIELD TOWN COUNCIL

POLICY & RESOURCES



Minutes of the proceedings of the **SEPTEMBER POLICY & RESOURCES** of the **Council** held following the
Monthly meeting
on
Monday 13th September 2021
in
Sedgefield Parish Hall.

Present **Cllr. Allan Blakemore (Chairman) and**
Cllrs. David Brown, Ann Carr, Mel Carr, John Finlayson, Catherine Hart, Paul Heasman, Dave Jasper, Allan Nicholson, Jim Seymour, Alfred Walton, Mavis Wayman and Stephen Winter

Officers Dr Jane Ayre (Town Clerk)

1. Apologies:

Cllrs Mark Cant and Julie Towler.

2. Declaration of interest:

None.

3. Matters of Information:

3.1 Station Road Playing Field:

This matter was discussed at the last Estates Working Group meeting held in July 2021 and it was agreed not to take any further action regarding this matter and for the Town Council to see out the duration of the lease for this field.

RESOLVED:

To receive the information and to close this matter.

3.2 Pedestrian Safety Review:

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. A response is now awaited. Note: This matter links into agenda item 6.10 in which a suggestion is made as to how this matter, and other related matters, can be progressed.

To progress via recommendations in agenda item 6.10.

RESOLVED:

To receive the information and to close this matter.

3.3 Ash Tree Within Grounds of Ceddesfeld Hall:

The Clerk has asked Teesdale Heritage Trees to look at this tree and provide feedback to the Town Council regarding work that is required. The Estate Working Group to keep Cllrs updated on this matter.

RESOLVED:

To receive the information.

3.4 Children's Play Area and Dogs:

The matter of whether or not dogs are permitted at Station Road Playing field was considered at the last Estates Working Group meeting. The Clerk has been asked to check the wording contained in the Field's lease (to see if there are any stipulations that dogs must not be permitted) and report back to the Estates Working Group. The lease has been checked and there is no reference to dogs being excluded from this area.

RESOLVED:

To receive the information and to close this matter.

3.5 Cycle Trail at NETPark:

No further progress has been reported regarding this matter. Former Cllr Chris Lines, to provide the Town Clerk with contact details of DCC Officers dealing with this matter so that communications can in future come to the Town Council direct. The Clerk to keep Cllrs updated as and when progress is made.

RESOLVED:

To receive the information and to close this matter.

3.6 Hardwick Hall Hotel New Premises Licence:

An email was received from Ms Yvonne Raine of DCC on 6th July 2021 making the Town Council aware that DCC as Licensing Authority had agreed that it was in the public interest to further extend the time limit for the hearing regarding Hardwick Hall Hotel's new premises licence from 31st July 2021 until no later than 31st October 2021. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive the information.

3.7 Cowley House Community Benefit Offer:

The Clerk has written to Mr Turner accepting the Cowley House Community Benefit Offer and request that he now prepares and submits to the Town Council, when possible, a formal Community Benefit Deed of Offer and associated documents for counter signing. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive the information.

3.8 Treeworks In Grounds Of Ceddesfeld Hall:

AW Treecare will inform the Clerk when they are able to schedule the agreed treeworks in the grounds of Ceddesfeld Hall. The Clerk to keep the P&R Committee updated on this matter.

RESOLVED:

To receive the information.

3.9 Festive Celebrations:

This matter will now be progressed through the Community Development & Engagement Committee.

RESOLVED:

To receive the information and to close this matter.

3.10 Community Event:

This matter will now be progressed through the Community Development & Engagement Committee.

RESOLVED:

To receive the information and to close this matter.

3.11 Footpath – Malton Terrace:

Members of the Estates Working Group have now reviewed the state of all footpaths on village greens and identified five areas where quotations are being sought for potential resurfacing/patching work in order that a recommendation can be brought to a future P&R Committee for consideration. One of these areas includes Malton Terrace. The Estates Working Group to keep Cllrs updated on this matter.

RESOLVED:

To receive the information.

3.12 Butterwick Road Cemetery Expansion:

No pre-planning advice/feedback has been received from the Environment Agency. The Clerk has now submitted to Ms Hilary Sperring of DCC all additional information required by the Local Planning Authority in order for them to consider the Town Council's planning application to expand Butterwick Road Cemetery. A determination is now awaited.

The recycling bays in the new area of the cemetery have been emptied and work to remove them will begin soon.

For information regarding the Town Council's Section 106 funding application relating to the expansion of Butterwick Road Cemetery see agenda item 6.9.

The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive the information.

3.13 Pest Control:

Mr Mark Farren of DCC reported on 27th May 2021 that two issues had been discovered that could be related to and/or causing the problem on the Church Bank. The first was signs of rat activity in the BT boxes that are embedded in the pavement near where the holes are appearing. This has been reported to Openreach and they

have undertaken some proofing works and are monitoring the boxes to ensure it has worked. The second is a concern about the sewer pipe that runs from the Church to the back of the takeaway shops and then seems to run underneath them to the road. This matter has been referred to Northumbrian Water and DCC are awaiting feedback from them. Hopefully one of the above will address the issue; however, if not, it may require treatment and further investigation by the Town Council as the landowner. DCC will continue to monitor the activity and await feedback from Openreach and Northumbrian Water. No further update has been issued to the Town Council. The Clerk has requested an update regarding this matter but not received a response therefore it is assumed that this problem has been resolved.

RESOLVED:

To receive the information and to close this matter.

3.14 Mango Dentists:

The Clerk had contacted DCC's Conservation Officer to ascertain if it is possible to have a pre-agreed specification for bin store design within the Conservation Area. The suggestion was made by the Town Council that the style of that used at The Impeccable Pig would be appropriate. The Conservation Officer has agreed with this suggestion. This matter will be progressed as further bin stores are built in the Conservation Area and in relation to the village green around 26 Front Street.

RESOLVED:

To receive the information and to close this matter.

3.15 Eden Drive Play Area:

The Clerk has expedited an order for play equipment at Eden Drive to be re-painted (only those red items).

For potential Section 106 monies for further refurbishment see agenda item 6.9.

RESOLVED:

To receive the information.

3.16 Tree Inspections:

The Clerk has informed the Council's chosen tree contractor of their successful quotation for undertaking walk over inspections on all areas of Town Council land.

Inspection work has taken place and feedback is to be presented to the Estates Working Group soon. Work has also been undertaken jointly between the Clerk, contractor and DCC to obtain access to appropriate GIS mapping for results.

Upon receipt of findings the Estates Working Group will consider and bring a recommendation report back to a future P&R Committee which will detail priority and on-going work.

The Finance Working Group to factor into the Town Council's future budget planning process the future programme of treeworks.

RESOLVED:

To receive the information.

3.17 Parish Hall Noticeboard:

The new Parish Hall noticeboard is now in place.

RESOLVED:

To receive the information and to close this matter.

3.18 Parish Hall Wi-Fi:

The Parish Hall now has wifi but additional work is still required in order to ensure robust coverage throughout the Hall. This work is to take place imminently.

The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive the information.

3.19 Sedgefield Youth Club:

The SLA between the Town Council and Spennymoor Youth & Community Association for the period 1st September 2021 – 31st August 2022 has been signed by the Chair of the Council and countersigned by Mr Wayne Gibson.

Matters relating to Sedgefield Youth Club will now be progressed via the Community Development & Engagement Committee.

RESOLVED:

To receive the information and to close this matter.

3.20 Tree Cutting:

The Clerk wrote to Mr Gary Davis in accordance with the Town Council's wishes.

RESOLVED:

To receive the information and to close this matter.

3.21 Sedgefield Bowling Club:

The Clerk has written to Mr Chris Vincent to inform him that the Town Council will continue to hold Sedgefield Bowling Club's allocated Terrace Hill monies on their behalf until such a time they are ready to request this be released to them.

RESOLVED:

To receive the information and to close this matter.

3.22 Table Outside Loft to Loved:

The Clerk informed the owners of Loft to Loved that the Town Council gave permission for them to place tables on the village green for their 2 days of events. Loft to Loved expressed their thanks.

RESOLVED:

To receive the information and to close this matter.

3.23 Inconsiderate Parking:

An article regarding this matter has featured in the latest edition of the Sedgefield Extra.

RESOLVED:

To receive the information and to close this matter.

3.24 CDALC Executive Committee Membership:

The Clerk has informed CDALC that the Town Council nominates Cllr Allan Blakemore for the position of CDALC's Executive Committee's Honorary Treasurer.

RESOLVED:

To receive the information and to close this matter.

3.25 Festive Lighting:

The Clerk has informed DCC of the approved work plan and quotation for overhauling the electrical infrastructure of the Town Council's festive lighting scheme. This work has been paid for and is to be undertaken soon.

See agenda item 8.2. for replacement tree festive lighting recommendation.

RESOLVED:

To receive the information.

4. Public Participation:

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

Mr Chris Lines said that he wished to speak not as a County Cllr but on behalf of Sedgefield Harriers and respond to comments made in the previous meeting's public participation element. Mr Lines said the Harriers did not need pangs on its conscience regarding Section 106 monies. The Harriers had participated, along with other sports clubs in the Town, in public consultations in 2017/18 during which they had clearly shown the Harriers were the only and largest constituted sports club in Sedgefield without any dedicated facilities. Details of these consultations were documented and available as public records. Along with the Harriers, several other sports clubs in the Town and surrounding area were also allocated in principle Section 106 monies and could apply for such when they had a viable project. Mr Lines said the Harriers had gone through the correct process for securing such monies and reiterated that the Harriers had always wanted other sporting clubs to access Section 106 monies to further their causes too.

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

5. Reports:

5.1 Draft Code of Conduct Recommendation Report by Policy & Records Management Working Group:

Prior to the meeting the Clerk had circulated to all a Draft Code of Conduct Recommendation Report by the Policy & Records Management Working Group.

RESOLVED:

To adopt the new Code of Conduct with immediate effect.

5.2 Reviewed Information and Data Protection Policy Recommendation Report by Policy & Records Management Working Group:

Prior to the meeting the Clerk had circulated to all Reviewed Information and Data Protection Policy Recommendation Report by the Policy & Records Management Working Group.

RESOLVED:

To adopt the reviewed Information and Data Protection Policy with immediate effect.

5.3 Reviewed Retention and Disposal Policy Report Recommendation by Policy & Records Management Working Group:

Prior to the meeting the Clerk had circulated to all a Reviewed Retention and Disposal Policy Report Recommendation by Policy & Records Management Working Group.

RESOLVED:

To adopt the reviewed Retention and Disposal Policy with immediate effect.

5.4 Draft Village Green Policy Recommendation Report by Estates Working Group:

Prior to the meeting the Clerk had circulated to all a Draft Village Green Policy Recommendation Report by Estates Working Group. The Clerk highlighted to all an error on the village green map which is shown in Appendix A as this should include the village green area around 26 Front Street. The will be included into the finalized version of the Plan.

Cllr David Brown commended the Estates Working Group for their work in producing this policy but expressed his concern that the definitive village green map contradicted the policy by stating there should be no parking on areas of village green when several of those areas were hardstanding and vehicles were parked upon them. The Clerk suggested the word "grassed" be incorporated to the statement of no parking and this was agreed.

Cllr Stephen Winter also thanked the Estates Working Group for preparing this Policy and suggested that it would benefit from the inclusion of a section specifically for businesses whose properties adjoin areas of village green. Cllrs agreed.

RESOLVED:

- i) Cllr Winter to forward to the Clerk his thoughts regarding what information should be included in a section specifically for businesses whose properties adjoin areas of village green.**
- ii) The Estates Working Group to redraft the Village Green Policy and bring another recommended version to a future P&R Committee meeting including an updated map in Appendix A.**

5.5 Cemetery Lodge Update Report by Estates Working Group:

Prior to the meeting the Clerk had circulated to all a Cemetery Lodge Update report by the Estates Working Group. Since the production of this report the Clerk confirmed that some minor repair work to woodwork/doors had been necessary and this had been commissioned. Internal and external decoration is now underway. The bathroom refurbishment is very nearly completed. It is envisaged that all works will be completed during the week commencing 20th September 2021. At that point the Chair of the Council plus Clerk would view the property and request Dowens progress the re-letting of the Lodge as a matter of urgency.

Cllr Alf Walton expressed his concerns regarding the condensation in some of the Lodge's large side windows and said these should be replaced before painting takes place and avoid any disruption for future tenants. Cllr Mel Carr said that this matter had been put on to the Estates Working Group's next agenda for consideration as part of the Group's delegated responsibility for the refurbishment of the Lodge. Cllr Mel Carr confirmed there was a slight problem with three of the windows but these could be repaired rather than replaced and without any affect on the property's internal decoration.

RESOLVED:

To receive this information.

5.6 Six Monthly Lift Inspection Update Report by Town Clerk:

Prior to the meeting the Clerk had circulated to all a Six Monthly Lift Inspection Update report confirming the Parish Hall's lift had recently been inspected in accordance with LOLER and was fully compliant.

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 9th August 2021:

Prior to the meeting the Clerk had circulated to all details of cheques for approval after 19th August 2021 numbered 110014 to 110025. Cllr Alf Walton questioned cheque number 110022 for professional charges and the Clerk replied that this was for legal advice in relation to village green matters. Cllrs confirmed their support for the authorization of all cheques.

RESOLVED:

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

6.2 Invoices for payment by BACS approval after 9th August 2021:

Prior to the meeting the Clerk had circulated to all details of invoices for payment by BACS approval after 9th August 2021. The Clerk circulated to all an updated list which included invoices 9380424 and 902. Cllrs confirmed their support for the authorization of all these payments.

RESOLVED:

- i) All invoices and payments were approved for payment.**
- ii) The Clerk and Financial Assistant/Receptionist to process BACS payments.**

6.3 Financial Budget Comparison as at 2nd September 2021:

RESOLVED:

To receive the Financial Budget Comparison as at 2nd September 2021.

6.4 Debtors List as at 2nd September 2021:

RESOLVED:

To receive the Debtors List as at 2nd September 2021.

6.5 Direct Debits and BACS List for 1st – 31st July 2021 and 1st – 31st August 2021:

RESOLVED:

To receive Direct Debits and BACS List for 1st – 31st July 2021 and 1st – 31st August 2021.

6.6 June 2021, July 2021 and August 2021 Bank Reconciliations plus June 2021 and July 2021 Public Sector Deposit Fund Reconciliations and June 2021 Imprest Account Report by Town Clerk:

Prior to the meeting the Clerk had circulated to all a June 2021, July 2021 and August 2021 Bank Reconciliations plus June 2021 and July 2021 Public Sector Deposit Fund Reconciliations and June 2021 Imprest Account Report.

RESOLVED:

To receive this information.

6.7 Exercise of Public Rights – Year End Accounts 2020/21 Report by Town Clerk:

Prior to the meeting the Clerk had circulated to all an Exercise of Public Rights – Year End Accounts 2020/21 Report in which she confirmed the Council's public rights dates had run from Thursday 1st July 2021 to Wednesday 11th August 2021. During that time no requests had been received from members of the public.

RESOLVED:

To receive this information.

6.8 Conclusion of 2020/21 Year End Accounts Report by Town Clerk:

Prior to the meeting the Clerk had circulated to all a Conclusion of 2020/21 Year End Accounts Report in which it was reported that external auditor Mazars had successfully concluded their audit of the Town Council's 2020/21 year end accounts and no minor scopes for improvement had been recommended. The Town Council had uploaded a copy of its completed AGAR to its website and also published its Conclusion of Audit note.

RESOLVED:

To receive this information.

6.9 Section 106 Funding Update Report by Estates Working Group:

Prior to the meeting the Clerk had circulated to all a Section 106 Funding Update report by the Estates Working Group. The Clerk proposed that as comments made during public participation at both this meeting and the previous Monthly Meeting related to Section 106 monies that it would be useful for this report to be read out as it would provide answers/clarification to many of the concerns expressed by the public. Cllrs agreed.

The Clerk duly read out the full report which detailed a virtual meeting that had taken place between members of the Council's Estates Working Group with both local County Cllrs and several DCC Officers. The purpose of that meeting had been two fold – to obtain an update on the current Section 106 Agreement relating to Eden Drive and to obtain updates on other Section 106 Agreements in the electoral ward. A summary of the meeting was read out in full which included DCC's statement that they want to ensure there is a high level of community consultation in relation to Section 106 monies and that these would be done via the local AAP. DCC have made a commitment that they and the AAP will work with the Town Council to keep them updated on all matters relating to Section 106 monies. DCC have confirmed that the Planning Inspector who oversaw the public inquiry relating to the large-scale development of Eden Drive was incorrect in stating that the Town Council would determine how Section 106 monies relating to Eden Drive would be spent. DCC have this responsibility and it was outside of the Inspector's jurisdiction to make such a statement. DCC will take the strategic role in determining how such monies are spent. With regards to a Deed of Variation for forward funding community contributions to fund sports projects, DCC confirmed that they had taken legal advice two years ago when formulating their strategy and that advice found no such Deed was required as the sports groups are part of the community. DCC had agreed with the Town Council's suggestion that a written explanatory update article to be placed in the local media would be very beneficial to explain how and why the decision has been made to forward fund sporting projects with the community contribution, and confirm that future monies will be available for community projects. Following approval by DCC's Section 106 Board in April 2021 of the funding application for the athletics track project, DCC reported they were imminently expecting applications to come in from other Sedgefield Ward based sports groups also seeking their share of the Section 106 monies that had been provisionally allocated to them following previous consultations with sports organisations. At this time, in relation to the Section 106 Agreement for the large-scale development at Eden Drive, there are no

monies available for community projects. When such monies are available they will be considered via DCC's Community Engagement and Partnership Team but there is no timescale as yet for such. Accompanying the report was a spreadsheet detailing the latest position regarding all Section 106 monies in the Electoral Ward. The report then focused upon Section 106 monies relating to the former Turner's garage site and it was noted that County Cllr Chris Lines had been contacted by residents living at Winterton regarding the state of their nearby play area while the Town Council have been considering the play area at Eden Drive. It was agreed that joint working should take place to review all such provision in the Town and the best possible use of such monies.

The Clerk reported that since the production of this report she had circulated to all Cllrs electronically on 8th September 2021 an email from Ms Jill Dudley of DCC in which she provided an update on the process that sports projects need to follow to apply for Section 106 monies. The process will commence the week commencing 13th September 2021 with formal invitations going to all sports clubs either in receipt of an 'in principle' allocation or who have expressed an interest inviting them to make their application to the AAP. Documentation that will be needed as part of an application will be a completed Section 106 application form, a copy of the Club's signed constitution/governing document and if necessary appropriate safeguarding policies and DBS checks, most recent signed annual accounts, a bank account in the group's name that requires at least two unrelated signatories, bank statements for the previous three months and, for any bid over £5000, a supporting business case. Applications upon receipt will receive an initial appraisal by the AAP before being submitted to DCC's Community Engagement and Partnerships Funding Team for technical appraisal. Applications then go to DCC's Planning Development Manager who will advise of the outcome. Funds will be released by DCC's Planning Development Manager on satisfactory completion of a project and receipt of invoices to that effect. DCC have prepared an explanatory article for the Sedgefield News October edition. Finally, the Clerk reported that earlier that day she had received a further update from Ms Dudley confirming that on 13th September 2021 DCC have issued invitations as detailed above to Sedgefield Squash Club, Sedgefield Cricket Club, Sedgefield Bowling Club, Sedgefield Football Club, Sedgefield Rugby Club, Fishburn Football Club and Fishburn Bowls Club. DCC have set a deadline of 31st January 2022 to allow time for clubs to formulate business plans in support of their applications.

With regards to the Town Council's role in allocating Section 106 monies, Cllr Alf Walton asked if DCC have the authority to say that something a Planning Inspector said is wrong? Cllr Allan Blakemore said that DCC have clearly said they have sought legal advice over all matters and that it is their responsibility and not the Town Council's to oversee how such monies are collected and allocated. Cllr Walton felt like the Town Council have to grovel to get answers from DCC.

Cllr Ann Carr expressed her frustration at how long it has taken the Town Council, and how much work it has taken, in order to be in the position of now having the information that it does. Cllr Blakemore, through his work with CDALC, said that such frustrations are shared across County Durham in relation to Section 106 matters. Cllr Ann Carr said she had spoken that weekend to a Cllr from Northumberland who did not have any problems with matters relating to Section 106 monies in their area.

Cllr Paul Heasman said that he hopes the report presented shows green shoots of a new working relationship with DCC and that "previous baggage" surrounding any previous working arrangements can now be lost. Cllr Blakemore felt there was a clear recognition from all parties of the need for greater transparency and a commitment to move this matter forward. Cllr Blakemore urged Cllrs to take the positives from this matter and continue to ensure that the on-going communications promised now materialise so that sporting clubs can benefit and then, when such monies are available, other community groups and causes. Cllr Blakemore reminded all that DCC's Section 106 Board do not have any Town/Parish Council representatives in their membership and that CDALC continue to lobby for such representation.

RESOLVED:

- i) To receive the information contained in the report.**
- ii) The Estates Working Group to keep Cllrs updated on any further information regarding this matter.**
- iii) Upon determination of the Town Council's planning application to expand Butterwick Road Cemetery the Clerk to organize a joint Butterwick Road Cemetery Working Group and Finance Working Group meeting in order that funding and options can be considered with a recommendation report brought to a future P&R Committee meeting for consideration.**

- iv) **The Clerk to liaise with County Cllr Chris Lines to schedule a joint meeting with the Estates Working Group to progress a funding application relating to Section 106 monies from the former Turner's Garage site regarding play area provision enhancement.**

6.10 Setting Strategic Priorities 2021/22 to 2024/25 Recommendation Report by Town Clerk:

Prior to the meeting the Clerk had circulated to all a Setting Strategic Priorities 2021/22 to 2024/25 Recommendation report which comprehensively detailed the findings, analysis and outcomes of the "Sedgefield Town Council Identification Of Strategic Priorities" questionnaires issued to all Cllrs in July 2021. The Clerk explained the strategic priorities identified would now steer the work of the Town Council and its Medium Term Financial Plan and budget setting processes.

Cllr Stephen Winter thanked the Clerk for this comprehensive and robust process. These comments were echoed by Cllrs Ann Carr and Allan Blakemore. Cllr Winter expressed his disappointment that only 7 Cllrs had taken the opportunity to participate in this very important process which sets the Council's strategic priorities for its term of office.

Cllr Allan Blakemore said he believed the strategic priorities would now ensure the Town Council moved away from a fire-fighting approach and instead allow programmed work with clear objectives and anticipated outcomes. Cllr Blakemore acknowledges that emergencies can occur and should there be a need to deviate from the strategic priorities this approach would have to be clearly justified and documented.

RESOLVED:

- i) **To adopt the top five priorities identified in this report and to link to the Medium Term Financial Plan and these to remain constant through the Council's current term of office.**
- ii) **The Clerk to devise draft action plans for each strategic priority area and present to the P&R Committee in January 2022.**
- iii) **The Clerk to schedule a meeting with both local County Cllrs to make them aware of the identified strategic issues of concern to Sedgefield Town Council, and alongside the drafting of action plans, to look at ways in which these could be mutually progressed during the current term of**

office.

- iv) **The Clerk to schedule a meeting with local Police Inspector to make them aware of concerns and the work with a view to not only linking into the action plans to be drafted but also the Town Council representatives who sit on the local PACT and Neighbourhood Watch and opportunity for them to strengthen reporting between those bodies and the Town Council.**
- v) **When setting strategic priorities for the term of office from 2025/26 to 2028/29 this to incorporate some element of public consultation in future priorities setting as the Town Council commits to this evolving process.**

6.11 2021/22 Internal Audit Work Report by Town Clerk:

Prior to the meeting the Clerk had circulated to all a 2021/22 Internal Audit Work report in which it was explained that the current year's audit programme would commence on 13th October 2021 and would focus upon reviews of the payroll system, members and offices expenses and allowances, allotments and creditors (accounts payable). Terms of reference for each individual area of audit accompanied the report. The Clerk and Finance Working Group will keep Cllrs updated on this matter.

RESOLVED:

To receive this information.

7. Correspondence:

7.1 Rent Review for Ceddesfeld Hall (letter from Dr Wendy Gill, Chairman of SCA Trustees dated 22nd July 2021):

Prior to the meeting the Clerk had circulated to all a letter from Dr Wendy Gill, Chairman of SCA Trustees dated 22nd July 2021 thanking the Town Council for their decision to keep the rent for Ceddesfeld Hall frozen until the next rent review in April 2023.

RESOLVED:

The Chair, Cllr Allan Blakemore, explained that due to the confidential nature of the following items these would be discussed under Exempt Information and members of the public present were 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 the Public:

8.1 Eden Drive Play Area Recommendation Report by Town Clerk:

Prior to the meeting the Clerk had circulated to all an Eden Drive Play Area Recommendation Report which was considered and a way forward agreed.

8.2 Festive Lighting Recommendation Report by Cllr Mel Carr and Town Clerk:

Prior to the meeting the Clerk had circulated to all a Festive Lighting Recommendation Report by Cllr Mel Carr and the Town Clerk. It was agreed unanimously that whatever action was necessary to ensure the Town was illuminated for the festive season should be undertaken and a way forward agreed.

8.3 Village Greens Update Report by Town Clerk:

Prior to the meeting the Clerk had circulated to all a Village Greens Update report. The Clerk provided several updates which had occurred since the report was written and a way forward agreed in relation to each issue.

8.4 Refurbishment of Cemetery Compound Report by Cllr Alf Walton and Town Clerk:

Prior to the meeting the Clerk had circulated to all a refurbishment of Cemetery Compound report which was considered and a way forward agreed.

The Chair thanked everyone for attending and closed the meeting at 8.43pm.

SEDGEFIELD TOWN COUNCIL

COMMUNITY DEVELOPMENT & ENGAGEMENT

Minutes of the proceedings of the **SEPTEMBER COMMUNITY DEVELOPMENT & ENGAGEMENT COMMITTEE** of the Council held at 7 p.m. in the **Parish Hall**, Sedgefield, on **Monday 20th September 2021**.

Present

Cllr. Ann Carr (Chairman) and

Cllrs. Allan Blakemore, David Brown, Mel Carr, John Finlayson, Dave Jasper, Allan Nicholson, Julie Towler, Alf Walton and Stephen Winter

Officer

Dr Jane Ayre (Town Clerk)

1. Apologies:

Cllrs Catherine Hart, Paul Heasman and Mavis Wayman.

2. Declaration of interest:

Cllr Julie Towler declared an interest in agenda item 6.1. No other declarations of interest were made.

3. Matters of Information

3.1 Potential Lighting/Signage Work Meeting Update

The Town Council to consider whether it wishes to proceed with signage work for the Parish Hall and Turning Circle. The Estates Working Group to consider this matter at their September 2021 meeting and take a recommendation back to a future P&R Committee if required or recommend this matter to be closed.

RECOMMENDED:

To receive the information and to close this matter.

4. Public Participation:

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

Mrs Julia Bowles said that she hoped there would be some public engagement in relation to Section 106 monies. Whilst Mrs Bowles had been told that the local AAP would be responsible for undertaking such consultation she expressed her concern that many people do not know what the AAP is and what its purpose is. Mrs Bowles said that following the previous week's Council meetings, she had shared with the Town Council a letter that she had sent to Mr Stephen Reed of DCC but as yet she had not received a response. Mrs Bowles said that when she received a response she would share it with the Town Council.

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

5. Reports:

5.1 Sedgefield Town Council's Annual Fireworks Display Update Report by Fireworks Working Group:

Prior to the meeting the Clerk had circulated to all a Sedgefield Town Council's Annual Fireworks Display update report by the Fireworks Working Group. This report detailed all the preparatory work to date for this event to be held on Friday 29th October 2021. In addition to the report's contents the Clerk thanked those Town Council staff and Cllrs who had volunteered to work at this event. The Clerk also highlighted that Mrs Toni Walton and Cllr Stephen Winter and his family had also since volunteered to work at this event. The Clerk confirmed that tickets will go on sale across the Town from Friday 1st October 2021.

RECOMMENDED:

To receive this information.

5.2 Community Event/Platinum Jubilee Celebrations Report by Cllr Allan Blakemore and Town Clerk:

A Community Event/Platinum Jubilee Celebrations Report by Cllr Allan Blakemore and the Town Clerk had been circulated to all prior to the meeting. The Clerk confirmed that an initial brainstorming meeting with those interested community group representatives had now been scheduled to take place virtually on Thursday 30th September 2021. The Clerk and Cllr Allan Blakemore will keep the Community Development & Engagement Committee updated on this matter.

RECOMMENDED:

To receive this information.

5.3 Festive Celebration Event Update Report by Town Clerk:

A Festive Celebration Event Update report by the Clerk had been circulated prior to the meeting. The Clerk confirmed that since that report initial discussions had taken place with a representative from St Edmund's Church and a request for a meeting sent to the SCA. The Clerk had allocated time later this coming week to start to scope out this year's Snow Party event. The Clerk confirmed that at this point in time, with no covid restrictions in place, it is the intention to hold the Town's traditional Snow Party event on Saturday 27th November 2021 and she would be approaching Cllrs to find volunteers to assist on the day. The Clerk also confirmed that she continuously monitors central government advice and should any restrictions be brought in then events would be tailored accordingly, indeed this would be the approach with all the Town Council's planning community events over the coming months. An update report regarding this matter would be brought to the October 2021 Community Development & Engagement Committee meeting.

RECOMMENDED:

To receive this information.

5.4 Town Council Winter Coach Trip Report by Town Clerk:

A Town Council Winter Coach Trip report by the Town Clerk had been circulated prior to the meeting.

RECOMMENDED:

- i) No Town Council coach trip to take place in Winter (November) 2021.**
- ii) The Town Council's coach trips to resume in June 2022 with a visit to Kendal followed by a trip to York in November 2022 coinciding with the City's festive markets.**
- i) An article making member of the public aware of this be included in the next edition of the Sedgefield Extra.**

5.5 Sedgefield Youth Club Update Report by Cllr Julie Towler:

Prior to the meeting the Clerk had circulated to all a Sedgefield Youth Club Update Report by Cllr Julie Towler which was accompanied by the minutes of the Club's AGM. Cllr Towler confirmed that the Youth Club had restarted on Monday 6th September 2021 with an initial focus upon welcoming returning members with a full re-launch to new members after the October half-term break. Since the production of the report the Clerk confirmed that tweets had been scheduled to increase awareness of

the Youth Club. The Club's Youth Worker had also confirmed that attendance figures over the first two weeks had been low, however, contact had been made with a number of young people in the Town through detached work trying to promote awareness of the Youth Club and its return. Cllr Towler confirmed that she had visited the Youth Club earlier that evening and noted there was a significant increase in attendance numbers.

RECOMMENDED:

- i) To receive this information.**
- ii) The Youth Club will hold a stall at the fireworks display selling themed bake goodies to fundraise and again attract new members.**
- iii) Funding will be applied for by Mr Wayne Gibson and Ms Victoria Murrell in order to run the Youth Club during school holidays.**

6. Correspondence:

6.1 Guide Bench (email from Mrs Julie Towler dated 1st September 2021):

Prior to the meeting the Clerk had circulated to all an email from Mrs Julie Towler dated 1st September 2021 in which she was seeking permission for the Guides to decorate their bench with poppies for Remembrance Day 2021.

Cllr David Brown said that he wanted to point out that everyone is living in very uncertain times and asked everyone to err on the side of caution. He noted that everyone wanted to do everything but felt that it was possible some events may need to be postponed. The Clerk replied that she is continuously monitoring central government advice and if there were any impacts upon any Town Council event these would be acted upon and information conveyed to residents via a range of media. Cllr John Finlayson noted that whilst the Town Council is increasing its Twitter usage that follower numbers were still low and asked if thought had been given to other social media such as Facebook. The Clerk responded to this question and referred to the Council's Social Media Policy and reasons why at this stage the only forms of social media employed were the Town Council's website and Twitter account. Cllr Finlayson thanked the Clerk for this explanation.

RECOMMENDED:

The Town Council to give Mrs Towler permission for the Guides bench to be decorated with poppies to commemorate this year's Remembrance Day.

The Chair thanked everyone for attending and closed the meeting at 7.16pm.

APPROVED

SEDGEFIELD TOWN COUNCIL

ENVIRONMENT



Minutes of the proceedings of the **SEPTEMBER ENVIRONMENT** of the **Council** held following the Community Development and Engagement committee in the **Parish Hall**, Sedgefield, on **Monday 20th September 2021**.

- Present** **Cllr. Alf Walton (Chairman)**
Cllr. Stephen Winter (Vice-Chairman) and
Cllrs. Allan Blakemore, David Brown, Ann Carr, Mel Carr, John Finlayson, Dave Jasper, Allan Nicholson and Julie Towler.
- Officer** Dr Jane Ayre (Town Clerk)

1. Apologies:

Cllrs Catherine Hart, Paul Heasman and Mavis Wayman.

2. Declaration of interest:

None.

3. Matters of Information:

3.1 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.

3.2 Garden of Remembrance:

The Clerk and Head Gardener & Cemetery Superintendent have investigated this area of the cemetery and confirm that a footpath could be permitted without encroaching upon burial land (such a path would connect the existing main burial area to the

Garden of Remembrance).

This matter to now be included into the work of the Butterwick Road Cemetery Working Group when designing groundworks for the new area of the cemetery.

RECOMMENDED:

To receive the information.

4. Public Participation:

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

Mr Howard Smith expressed his thanks to the Town Council's gardening staff for their work in the Town and said that the Town's floral displays continued to look stunning despite Autumn being on its way. Mr Smith believed the staff had done a great job in difficult circumstances. Mr Smith noted that it would soon be time for hanging baskets to be removed and asked if the Bloom Group could be notified when this would happen so that they would remove the beacon etc at the same time. The Clerk noted this request and confirmed that this would happen.

Mrs Bowles said that she had noted in previous meetings references to CDALC and asked how closely local councils worked together. Mrs Bowles said she believed that DCC were ruining County Durham and knew that Durham City Council were working hard to retain the city's historic heritage status despite DCC allowing developments to go ahead which are not in keeping with its world heritage site. Mrs Bowles asked if the Town Council could support other local authorities. The Clerk explained the make-up of CDALC, the extent of its membership across the County and gave examples of how individual Town and Parish Councils have raised issues for wider discussion and progression through CDALC citing double taxation as an example. The Clerk confirmed that Durham City Council are an active member of CDALC. .

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

5. Reports:

None.

6. Correspondence:

6.1 Composting (email from Mr Howard Smith, Sedgefield In Bloom dated 10th August 2021):

Prior to the meeting the Clerk had circulated to all an email from Mr Howard Smith of the Sedgefield In Bloom Group entitled Composting dated 10th August 2021 in which he was seeking the Town Council's permission for the Bloom Group under supervision from Town Council staff to have access to the current bays until a permanent solution is agreed.

Cllr Alf Walton reported that at the previous week's P&R Committee meeting a decision had been made regarding the new recycling bays which are to be installed within the Town Council's compound at Butterwick Road Cemetery. The appointed contractor hopes that this work will start within one month. The existing recycling bays are due to be dismantled soon. Cllr Walton said the question of access to the new bays would depend upon what type of material was to be disposed of. If it was something that was compostable this would not be a problem, however, Cllr Walton expressed his view that the Town Council could not accept ivy or any other material that was difficult to shred. Cllr Walton noted that there was a Joint Town Council/Bloom Group meeting scheduled soon and that this issue should be discussed then to find a resolution. The Clerk confirmed that the meeting was due to take place on 28th October 2021 by which time work on the new bays would hopefully have started.

Cllr David Brown said the Sedgefield In Bloom Group played a key part in keeping the Town tidy and felt that if the Bloom Group had a problem with waste which was being accumulated as part of their work then they should be able to put all their composting into the Town Council's recycling bays. Cllr Walton agreed that this would be the case for compostable material but not for tree branches and ivy. Cllr Walton said that whilst the waste was coming from Sedgefield he did not believe that all of it needed to be created as some ivy should remain in place. Cllr Walton was concerned that some of the materials generated could not be shredded or chipped at present and a longer-term solution needed to be found first. Cllr Brown reiterated that the waste is waste from Sedgefield and asked for a definite answer as to whether such materials could be disposed of by the Town Council or had to be disposed of by the Bloom elsewhere. Cllr Walton said that ivy and branches should be left in situ for the moment until the new bays are built and procedures put in place.

Cllr Walton said that it was important to try to keep the existing bays as clear as possible as they needed to be dismantled very soon. Cllr Brown said the Town Council should accept whatever rubbish as it “was on their watch”.

Cllr Allan Blakemore suggested that as the Town Council and Bloom Group already had a joint meeting scheduled very soon that would be the appropriate opportunity to discuss this matter and work together to identify any potential problems and if necessary come up with different solutions and ideas.

The Clerk suggested that as the existing recycling bays as due to be dismantled soon efforts should be made by all not to add unnecessarily to the content in those. The new recycling bays have been commissioned and work is expected to start within one month. The purpose of the new bays is to achieve actual recycling which is something that all parties want. The forthcoming joint meeting will be an opportunity to collectively agree what materials should be stored, how and in what quantities and then from that identify other materials which may be harder to recycle and seek solutions for those problems. This would include materials generated by the Town Council as well as the Bloom Group. From this guidance could be issued to both Town Council staff and Bloom Group members about future recycling. The Clerk Cllr Allan Blakemore agreed with this suggestion and said that once access to the recycling bays was restricted then the Town Council and Bloom could continue to work together to maximise recycling opportunities where possible.

Cllr Alf Walton suggested that one such solution to help resolve future problems would be the use of a chipper which would reduce storage space as well as break down materials so that they could be compostable.

Cllr David Brown said he disagreed with Cllr Walton and that any waste generated by the Bloom had to be the full responsibility of the Town Council. Cllr Walton said some materials could not continue to be generated without future thought to their potential impact upon achieving recycling.

Cllr John Finlayson suggested that any waste which is gathered as part of the Bloom’s approved work with the Town Council should be taken and that if any material outside of that was collected then it be considered on a case by case basis.

Cllr Allan Nicholson said there is a definite need for the Town Council having a chipping machine and this would solve the current capacity problem. Cllr Julie Towler said that training on such machinery would be essential if one was to be purchased. The Clerk reminded all that such a capital purchase would need to be factored into the Town Council's future budgeting process.

Cllr Mel Carr commented that excessive ivy around trees will eventually kill the tree and he understood that contractors had been appointed in the past to remove such items from trees and take away from the site, i.e. leaving no waste. Cllr Mel Carr understood that in the past grant funding for such work has been sought from the AAP and local County Cllrs.

RECOMMENDED:

Efforts be made by all to reduce adding any material to the existing recycling bays which are to be dismantled very soon. This issue to be discussed at the next Joint Town Council/Bloom Group meeting on 28th October 2021 to collectively agree what materials should be stored, how and in what quantities and then from that identify other materials which may be harder to recycle and seek solutions for those problems. This will include materials generated by the Town Council as well as the Bloom Group. From this guidance could be issued to both Town Council staff and Bloom Group members about future recycling with the aim of maximizing all opportunities. The Environment Committee will be kept informed of this matter along with any future recommendations, including the potential for a chipper.

6.2 The Impeccable Pig, Sedgefield – Proposals (email and attachment from Mr Danny Morgan, DCC dated 11th August 2021):

Prior to the meeting the Clerk had circulated to all an email and attached design from Mr Danny Morgan of DCC dated 11th August 2021 relating to the area of village green at the front of The Impeccable Pig. The Clerk also reminded Cllrs of comments made by Mrs Liz Mitchell during the previous week's public participation at the Monthly Meeting regarding her concerns about the state of parking in this area of the Town. The Clerk read out Mrs Mitchell's email which recounted instances of cars and vans being treble parked in this area indicating they belonged to staff. In addition, safety concerns were expressed regarding elderly pedestrians with walkers having to manoeuvre around such vehicles. The Clerk reminded all that at the previous week's

P&R Committee meeting concerns had been expressed that this area of the village green had been cordoned off without any authorization from the Town Council for the purpose of painting the exterior of the property. The Clerk had written to Mr John Adamson who had replied via email on 16th September 2021 appreciating and agreeing that there had been a congestion problem in front of The Impeccable Pig whilst his contractors had undertaken alterations in the adjacent building. Mr Adamson said the work was due to be completed by 1st October 2021 and apologized for any inconvenience. Cllrs then considered the proposal supplied by Mr Morgan.

Cllr Alf Walton said he did not agree with white lines being marked in this area and noted that none had been put in place outside the Hardwick Arms Hotel nor the Dun Cow. Cllr Walton said he did not believe that anyone would abide by such lines.

Cllr Allan Blakemore disagreed and said this proposal made an attempt to mark out the area to show the way in which people were expected to park with consideration and respect for other road users and pedestrians. Cllr Blakemore said without some sort of action the parking situation in this area could become even worse as there is more visitor accommodation in this area than there is parking availability. Cllr Blakemore said it was essential that all pedestrians, particularly those in wheeled mobility vehicles, could access the footpaths. Cllr Walton acknowledged Cllr Blakemore's concerns and suggested that bollards be used rather than having a marked hatched area. Cllr Blakemore said that bollards would take up space and restrict the parking that was going to be created. Cllr Blakemore also said that bollards would provide an additional hazard for people to walk into and potentially obstruct pedestrians. Cllr Blakemore concluded by saying that he believed the majority of vehicle users would abide by the proposed markings.

Cllr Ann Carr reminded all that several years ago white lines depicting parking bays around the village green near to The Crosshills had been installed and these had the effect of getting drivers to park their vehicles in a more considerate way and maximized the number of cars that could fit in that location. Cllr Ann Carr felt the proposal now being considered was a good idea and necessary in order to stop the dangerous situation which was now regularly occurring outside The Impeccable Pig.

Cllr Stephen Winter said that he felt the proposal now being considered was in principle a good idea and without something the double/treble parking in this area

would result in an accident. Cllr Winter felt that more people were likely to comply with the markings than not. Cllr Winter did have some concerns regarding the visual impact of the white lines in this area of the Town and questioned if dotted white lines could be used around the proposed bays and instead of the hatched area there could be bollards with some type of link between (whilst avoiding tripping hazards) between to create a physical area to stop anyone parking in it that could then be used to promote an outdoor lifestyle seen elsewhere in the Town. This could then be used as a potential area for use by licence in the future.

Cllr Julie Towler suggested cycle racks could be used as part of such a barrier to create a physical area. The Clerk reminded all that cycle rack provision in the Town is a matter being considered alongside DCC. Cllr Ann Carr reminded all that residents do live at the side of The Impeccable Pig and needed to have access to the footpath which is also an access road so therefore it cannot be blocked.

Cllr John Finlayson assumed that as DCC have come forward with this proposal that such work would be undertaken at no cost to the Town Council? Cllr Finlayson agreed that the idea of having an area which could be offered via licence with the Town Council in the future was a good idea and questioned if the hatched area was therefore unnecessary and could be created with the installation of flower tubs/planters in this area as a visual barrier? Cllr Blakemore commented that such could be subjected to anti-social behaviour.

Cllr Mel Carr said that he agreed with DCC's proposal and that such an approach would be an experiment that would be monitored. If the experiment did not work, then the markings could be removed, or an alternative scheme put in place. Cllr Mel Carr said that whilst this work was necessary it did have to be acknowledged that the displaced vehicles would go elsewhere in the Town and potentially generate problems in other areas, however, that should not deter this scheme. Cllrs Winter and Finlayson agreed. Cllr Mel Carr said that the situation in which the Town now finds itself in regarding parking was as a result of DCC granting planning approvals without any consideration of the additional vehicles that would result. The Clerk confirmed that the matter of parking in the Town was included in the Town Council's recently adopted strategic priorities and that she now required time in order to prepare action plans to underpin each priority to ensure progress is made and appropriate work takes place with DCC.

Cllr David Brown said that parking difficulties were not something unique to Sedgefield but were being experienced across the County. Cllr Brown suggested that one of the parking bays being proposed should be for disabled use only. Cllr Blakemore agreed. Several other Cllrs questioned if such had not been included due to space limitations in this area but it was agreed to ask this question to Mr Morgan.

The Clerk noted that Cllrs were in favour of progressing the proposal which had been presented and suggested that she seek the views of the Town Council's solicitor initially so that any concerns he may have could be considered from the outset. Cllrs agreed this was sensible.

RECOMMENDED:

- i) To accept the presented proposal.**
- ii) The Clerk to seek the views of the Town Council's solicitor and, providing they have no concerns, to then inform Mr Morgan and local County Cllrs accordingly.**

6.3 Sedgefield In Bloom (minutes of meeting held 18th August 2021):

Prior to the meeting the Clerk had circulated to all copies of the Sedgefield In Bloom Group's minutes from their meeting of 18th August 2021 for information.

RECOMMENDED:

To receive this information.

ADDITIONAL ITEMS:

The Clerk reminded all that several planning matters had been delegated from the previous week's Monthly Meeting to the Environment Committee meeting for discussion and resolution.

Current Planning Applications:

DM/21/03091/FPA – retrospective application for change of use from store room to upholstery business (Class B2), 14 Maughan Terrace, Fishburn:

Cllrs did not have any objection to this application.

DM/21/03031/FPA –resubmission of approval DM/20/02802/FPA for single storey side extension and detached single storey outbuilding in rear garden, to include 2 no external air

source heat pump units to the rear of the building and timber fencing enclosure, 1 Low Farm Bradbury:

Cllrs did not have any objection to this application.

RESOLVED:

The comments on the planning applications to be submitted to DCC Planners.

Amended Planning Application:

Proposed removal of Condition 20 (turbine sound power level) of planning permission No 7 7/2004/0715/DM as amended by Planning Permission No 7/2006/0008/DM to allow the wind farm to operate at full power, Walkway Wind Farm, High Swainston Farm, Wynyard, Billingham

Cllrs did not have any objection to the amendments submitted for this application.

RESOLVED:

No further action required by the Town Council.

The Chair thanked everyone for attending and closed the meeting at 8.21pm.

APPROVED