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**You are hereby summoned to attend the Monthly Meeting of the  
Sedgefield Town Council which is to be held at 7pm on  
Monday 8<sup>th</sup> November 2021 in Sedgefield Parish Hall.**

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## **AGENDA**

1. **Apologies**
2. **Declaration of Interest**
3. **STC Minutes / Committee Reports:**
  - a. **Minutes of Fireworks Working Group Meeting** 7<sup>th</sup> October 2021
  - b. **Minutes of Monthly Meeting** 11<sup>th</sup> October 2021
  - c. **Minutes of P&R Committee** 11<sup>th</sup> October 2021
  - d. **Minutes of Fireworks Working Group Meeting** 25<sup>th</sup> October 2021
  - e. **Minutes of Finance Working Group Meeting** 28<sup>th</sup> October 2021
4. **Matters of Information**
5. **Dates of Meetings**
6. **Public Participation**
7. **Internal reports:**
  - 7.1. **Chairman's Report**
  - 7.2. **Mayor's Report**
  - 7.3. **Town Councillor Resignation Report by Town Clerk**
8. **External Reports:**
  - 8.1. **Report From Durham County Councilor Chris Lines, Sedgefield Division**
9. **Correspondence:**

None.
10. **Current Planning Applications:**

*T. J. Ayre.*

Dr Jane Ayre, Town Clerk, November 1, 2021



**COMMITTEE:** Policy & Resources  
**DATE:** Monday 8<sup>th</sup> November 2021  
**TIME:** Following Monthly Meeting  
**VENUE:** Sedgefield Parish Hall



## **AGENDA**

1. Apologies
  2. Declaration of Interest
  3. Matters of Information
  4. Public Participation
  5. Reports:
    - 5.1 Cemetery Lodge Report by Town Clerk
    - 5.2 Festive Lighting Verbal Update Report by Cllr Mel Carr
- 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 11<sup>th</sup> October 2021
    - 6.2 Financial Budget Comparison as at 1<sup>st</sup> November 2021
    - 6.3 Debtors List as at 1<sup>st</sup> November 2021
    - 6.4 Direct Debits and BACS List for 1<sup>st</sup> – 31<sup>st</sup> October 2021
    - 6.5 October 2021 Bank Reconciliations plus September 2021 Public Sector Deposit Fund Reconciliations and Imprest Account Update Report by Town Clerk
    - 6.6 Internal Audit Update Report by Finance Working Group
    - 6.7 2022/23 Financial Planning Update Report by Finance Working Group
    - 6.8 Finance Working Group Membership Report by Finance Working Group
  7. Correspondence:
    - 7.1 St Edmund's Church Yard (letter and attachments from Ms Julie Robson, Upper Skerne, PCC dated 18<sup>th</sup> October 2021)
  8. Consideration of Reports Exempt from the Public:
    - 8.1 Village Greens Update Report by Town Clerk
    - 8.2 Potential Recognition Award Report by Mayor of Sedgefield, Cllr Ann Carr

*T. J. Ayre.*

**Dr Jane Ayre, Town Clerk**  
**November 1, 2021**

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**COMMITTEE:** Community Development & Engagement  
Committee

**DATE:** Monday 15<sup>th</sup> November 2021

**TIME:** 7pm

**VENUE:** Sedgefield Parish Hall

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## AGENDA

1. Apologies
2. Declaration of Interest
3. Matters of Information
4. Public Participation
5. Reports:
  - 5.1. Sedgefield Town Council's Annual Fireworks Display Update Report by Fireworks Working Group  
(Note: Report to be circulated separately prior to the meeting and will include any correspondence received regarding this event)
  - 5.2. Community Event/Platinum Jubilee Celebrations Report by Cllr Allan Blakemore and Town Clerk
  - 5.3. Festive Celebration Event Update Report by Town Clerk
6. Correspondence:
  - 6.1. Christmas Tree Festival (email from Mrs Julia Rowsby dated 1<sup>st</sup> October 2021)
  - 6.2. Mediaeval Fayre (email from Mr John Robinson, SCA dated 5<sup>th</sup> October 2021)

*T. J. Ayre.*

**Dr Jane Ayre**  
Town Clerk  
November 1, 2021



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**COMMITTEE:** Environment Committee  
**DATE:** Monday 15<sup>th</sup> November 2021  
**TIME:** Following Community Development & Engagement Committee  
**VENUE:** Sedgefield Parish Hall

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## AGENDA

1. Apologies
2. Declaration of Interest
3. Matters of Information
4. Public Participation
5. Reports:
  - 5.1 Local Listings Project Report by Estates Working Group
  - 5.2 Northumbria In Bloom Report by Town Clerk
  - 5.3 Sedgefield In Bloom (minutes of meeting held 18<sup>th</sup> August 2021)
  - 5.4 Grass Cutting Tendering Report by Town Clerk
  - 5.5 Allotment Champion Vacancy Report by Town Clerk
  - 5.6 Annual Headstone Safety Testing Report by Town Clerk and Head Gardener & Cemetery Superintendent
6. Correspondence:
  - 6.1 Green Waste (letter from Mr Gary Hetherington received 25<sup>th</sup> September 2021)
  - 6.2 Cemetery (email from Ms Lisa Stockill dated 16<sup>th</sup> October 2021)
  - 6.3 Northumbria In Bloom 2022 (email and letter from Ms Jo Wood dated 24<sup>th</sup> October 2021)

*T. J. Ayre.*

**Dr Jane Ayre, Town Clerk**  
November 1, 2021

