

SEDGEFIELD TOWN COUNCIL

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

on

Monday 13th June 2022

in

Sedgefield Parish Hall

Present

Cllr. Mel Carr (Chairman)

Cllr. Allan Blakemore (Vice Chairman) and

Cllrs. David Brown, Mark Cant, Ann Carr, Kelly Dickerson, John Finlayson,
Dave Jasper, Julie Towler, Mavis Wayman and Stephen Winter.

Officers

Dr Jane Ayre (Town Clerk)

1. Apologies:

Cllr Catherine Hart, Jenny Haworth and Paul Heasman.

2. Declaration of interest:

None.

3. STC Minutes / Committee Reports:

a. Minutes of the AGM held Monday 16th May 2022:

With the amendment to show that Cllr Dave Jasper is a member of the Fireworks Working Group, these were confirmed as a correct record. (MW / JF)

b. Minutes of the Monthly Meeting held Monday 16th May 2022:

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

c. Minutes of the P&R Committee held Monday 16th May 2022:

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

d. Minutes of the Estates Working Group held Wednesday 18th May 2022:

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

e. Minutes of the Finance Working Group held Thursday 19th May 2022:

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

f. Minutes of the Environment Committee held Monday 23rd May 2022:

With the amendment to include apologies for absence from Cllr Mavis Wayman, these were confirmed as a correct record. (SW / JF)

g. Minutes of the Community Development & Engagement Committee held Monday 23rd May 2022:

With the amendment to include apologies for absence from Cllr Mavis Wayman, these were confirmed as a correct record. (M Cant / AB)

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

4. Matters of Information:

4.1. Draft Annual Town Meeting Minutes:

The draft minutes from the Annual Town Meeting are now on the Town Council's website. They will be approved at the 2023 Annual Town Meeting.

RESOLVED:

To receive this information and to close this matter.

4.2 Crime Statistics Sedgefield:

The Clerk has written to Durham Constabulary's Chief Constable, with copy to the Police & Crime Commissioner, requesting an update as to when the PC vacancy within the Local Police Team covering Sedgefield will be filled. The Clerk reported that a response had now been received from the Police & Crime Commissioner and would be considered under agenda item 9.2. No response has yet been received from the Chief Constable. The Clerk to keep Cllrs updated on this matter. Cllr Allan Blakemore reported the Neighbourhood Watch group have also asked the local Police Inspector to provide them with an update on this matter and await a response.

Cllr Haworth to share with the Clerk for dissemination to all Cllrs the hyperlink for Durham Insight.

RESOLVED:

To receive this information.

4.3 Questions for Consideration:

This matter will be discussed under agenda item 9.1. The Clerk has provided an update to Mrs Gloria Wills as to when her questions will be discussed.

RESOLVED:

To receive this information.

4.4 Current Planning Applications:

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

RESOLVED:

To receive this information and to close this matter.

4.5 Current Planning Applications:

Planning application DM/22/01333/FPA was considered at the Environment Committee meeting held on 23rd May 2022.

RESOLVED:

To receive this information and to close this matter.

5. Dates of Meetings:

Prior to the meeting the Clerk had circulated to all details of all meetings June 2022 plus civic events until March 2023. The Clerk confirmed a Fireworks Working Group meeting will take place at 9.30am on Monday 20th June 2022. The Clerk also reported the Mayor of Sedgfield has now organized an additional fund raiser, a 50s/60s night on Friday 22nd July 2022 in Sedgfield Parish Hall, details of which had already been circulated to all Cllrs.

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 Liz Mitchell said she had been approached by several residents and asked why the

Town Council chose not to do anything to mark the Queen's Platinum Jubilee. Cllr Allan Blakemore replied that in 2021 the Town Council had brought together many local community groups to facilitate meetings to discuss the Jubilee and had then organized numerous meetings which had resulted in the community day held on Saturday 4th June 2022. The Town Council had worked closely with partners in the SCA, Churches Together, Village Veterans and Ploggers. The Town Council had produced the publicity materials for the event, produced and distributed letters to local businesses encouraging Jubilee themed window displays for not only the community event but also for the SCA's Mediaeval Fayre held prior. The Town Council had released Sedgefield 700+ monies to fund the community day on 4th June 2022. Cllr Blakemore said that it was incorrect for anyone to say the Town Council had not done anything to mark this historic event. The Town's event on 4th June 2022 had been extremely well attended and lots of very positive feedback received.

Mrs Julia Bowles said that members of the public felt other villages did more for the Jubilee. Mrs Bowles asked if there had been any update on Section 106 monies and commented on the poor state of some of the shop and pub fronts in Sedgefield and said she understood that several years ago former County Cllr John Robinson had given money to help shop owners in Fishburn improve their frontages. Mrs Bowles asked if the Town Council could help as she felt the Conservation Area looked very poor. Cllr Mel Carr replied that the Town Council had not received any further update from Section 106 monies from DCC. Cllr Mel Carr said that it was his understanding that money had previously been given from the EDRC AAP to improve shop frontages in Fishburn and that the Town Council would ask the AAP if there were further such funds available that could be promoted in Sedgefield. Cllr Mel Carr said that DCC have informed the Town Council on numerous occasions that they are progressing enforcement action in relation to the frontage of The Corner House.

The Chairman thanked the members of 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:

The Mayor, Cllr Dave Jasper, had circulated a written report detailing the actions he had undertaken since the Council's last Monthly Meeting as well as giving information regarding his forthcoming events and future plans.

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 this information.

8.2 Sedgefield Crime Statistics 29th April 2022 – 30th May 2022 (From PC John Seymour, Durham Constabulary):

Prior to the meeting the Clerk had circulated to all Crime Statistics for Sedgefield between 29th April 2022 – 30th May 2022 as provided by PC John Seymour.

RESOLVED:

To receive the information.

9. Correspondence:

9.1. Questions For Consideration (submitted by Mrs Gloria Wills received 9th May 2022)

The Clerk reminded all these questions had been circulated to all at the May 2022 Monthly Meeting when it had been resolved to discuss at the June 2022 Monthly Meeting.

RESOLVED:

The Clerk to reply to the questions submitted.

9.2. Neighbourhood Policing (letter from Ms Joy Allen, Police & Crime Commissioner for Durham dated 1st June 2022):

As referenced in item 4.2. the Clerk circulated to all a letter from Ms Joy Allen, Police

& Crime Commissioner for Durham, dated 1st June 2022 which was in response to the Town Council's query as to when the vacant PC position in the Local Policing Team would be filled. It was noted that the Chief Constable was going to respond to the Town Council's query as the day to day allocation of resources is an operational matter.

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/22/00936/FPA – change of use of land and the siting of a glamping pod, to the rear of Letter Box House, Mordon:

This planning application relates to land within a Conservation Area and if permitted will set a dangerous precedent for all other similar areas across the County. This application is considered to be an infringement of the traditional use of such land. The planning application does not include any drainage information, visibility splay line or noise control measures. This land is also near to a fast road and would generate a safety concern. Cllrs agreed to object to this application.

10.2 DM/22/01333/FPA – summerhouse to rear garden, 16 Saddler Drive, Sedgefield:

Cllrs did not have any objection to this application.

10.3 DM/22/01363/FPA – front porch, single storey rear/side extension, rear extension and detached garage to rear, 11 Chestnut Road, Sedgefield:

Cllrs did not have any objection to this application.

10.4 DM/22/01403/FPA – in-fill B2 Class extension to existing unit, Salters Lane Industrial Estate, Sedgefield:

Cllrs did not have any objection to this application.

10.5 DM/22/01416/FPA – two storey side extension, 24 Chestnut Road, Sedgefield:

Cllrs did not have any objection to this application.

10.6 DM/22/01569/FPA – single storey extension and covered canopy to rear, 34 Whitehouse Drive, 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.

The Chair thanked everyone for attending and closed the meeting at 7.30pm.

APPROVED

SEDGEFIELD TOWN COUNCIL

POLICY & RESOURCES



Minutes of the proceedings of the **JUNE**
POLICY & RESOURCES of the Council
held following the **Monthly meeting**

on

Monday 13th June 2022

in

Sedgefield Parish Hall.

Present

Cllr. Allan Blakemore (Chairman) and

Cllrs. David Brown, Mark Cant, Ann Carr, Mel Carr, Kelly Dickerson, John Finlayson, Dave Jasper, Julie Towler, Mavis Wayman and Stephen Winter.

Officers

Dr Jane Ayre (Town Clerk)

1. Apologies:

Cllrs Catherine Hart, Jenny Haworth and Paul Heasman.

2. Declaration of interest:

None.

3. Matters of Information:

3.1 Section 106 Funding:

No further information has been received regarding this matter.

The Clerk has requested a meeting between the Estates Working Group and County Cllr Chris Lines to commence discussions regarding possible review of play provision across the Town.

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.

The Clerk to keep Cllrs updated on any developments relating to Section 106 monies.

RESOLVED:

To receive the information.

3.2 Strategic Priorities:

Time is now needed to allow the Clerk to commence drafting action plans for each strategic priority plus scheduling meetings with both local County Cllrs and Police. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive the information.

3.3 Refurbishment of Cemetery Compound:

The Town Council's appointed contractor for building the new recycling bays in the Council's cemetery compound has very nearly completed this work. This matter will be raised further under agenda item 6.1 and item 8.4.

RESOLVED:

To receive the information.

3.4 Parish Hall CCTV:

The Estates Working Group are to prepare a CCTV Policy. When done a recommendation will be presented to a future P&R Committee for approval. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive the information.

3.5 Eden Drive Play Area:

As reported at the October 2021 meeting, the work to replace wetpour shrinkage areas at the play area has now been expedited with a request that this be carried out as soon as possible. No confirmation date has been received as yet. Note: The Town Council's commissioned RoSPA inspection is scheduled to take place in June 2022. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive the information.

3.6 Adaptations To Town Council Tractor and Winter Gritting Equipment:

The Clerk has notified the contractor of their successful quotation and issued a purchase order number along with request this work be done as soon as possible. Parts are now on order and the adaptation work will be done as soon as they arrive and be done on-site at the Cemetery compound. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive the information.

3.7 Draft Village Green Policy:

The Clerk is now liaising with DCC regarding a map to accompany this policy. Upon receipt the policy will be published on the Town Council's website, Twitter and next edition of the Sedgefield Extra as well as letters to those businesses and residential properties that border village green. Letters and policies will also be sent to all estate agents operating in the Town. DCC have queried some of the areas of Town Council owned village green and the Clerk has provided evidence. The Clerk to keep Cllrs updated on this matter. The Clerk has shared copies of this Policy be shared with Cllrs Dickerson and Haworth.

RESOLVED:

To receive this information.

3.8 St Edmund's Churchyard:

DCC has confirmed its acceptance of the maintenance responsibility for the churchyard at St Edmund's Church. The Clerk has informed Ms Michele McCalum accordingly. Ms McCalum has expressed her thanks to the Town Council for undertaking the grass cutting at St Edmund's during this interim period. The Clerk has informed the Town Council's appointed grass cutting contractor they can cease cutting the grass in St Edmund's churchyard with immediate effect.

RESOLVED:

To receive this information and to close this matter.

3.9 Invoices for Payment:

Arrangements are in hand for the new memorial bench to be sited in the area outside Sedgefield Methodist Church. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive this information.

3.10 Repairs to Town Council Water Bowser:

The contractor has been told of their successful quotation and work is underway to get this repair work done as soon as possible. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive this information.

3.11 Timings of Council Meetings:

The Town Council's trial of meeting once per month until review date in October 2022 has been publicised via Sedgefield Extra, Twitter, Town Council website and through the residents database.

The Council to consider the trial process at its P&R Committee meeting in October 2022 to determine the way forward.

Note: Special meetings will be called if necessary.

RESOLVED:

To receive this information.

3.12 Review of Community Chest Terms of Reference:

The updated Terms of Reference for the Community Chest are on the Town Council's website. A Community Chest meeting had been scheduled for 6.15pm on Monday 13th June 2022.

RESOLVED:

To receive this information and to close this matter.

3.13 Cowley House Farm - Community Benefit Deed:

The Clerk has informed Ms Charlotte Kitchin on Lighsource bp that the Town Council accepts the proposed Community Benefit Deed. Necessary paperwork has been

signed by the Chair of the Council and submitted to Ms Kitchin. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive this information.

3.14 Electrical Work in Town Council Offices and Parish Hall:

The Town Clerk has informed Sedgefield Electrics of their approved quotation and requested this work be scheduled as soon as possible. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive this information.

3.15 Butterwick Road Cemetery Expansion Update:

The Clerk has asked DCC Planning Officer Ms Hilary Sperring of a likely date by which the Town Council will know the determination of its planning application to expand Butterwick Road Cemetery. A response is now required. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive this information.

4. Public Participation:

The Chairman, Cllr Allan Blakemore closed the meeting. No members of the public were present. The Chairman re-opened the meeting.

5. Reports:

5.1 Photocopier Upgrade Report by Finance Working Group:

Prior to the meeting the Clerk had circulated to all a Photocopier Upgrade Report by the Finance Working Group meeting. Cllr Stephen Winter noted the existing photocopier was second hand when obtained eight years ago and requested confirmation that the new photocopier would be modern, fit for purpose and compatible with the Council's IT systems. The Clerk confirmed this would be the case.

RESOLVED:

To approve the Finance Working Group's actions to upgrade the Town Council's photocopier.

5.2 Cemetery Lodge Update Report by Town Clerk:

Prior to the meeting the Clerk had circulated to all a Cemetery Lodge Update report and as a result of the findings of Downen's most recent property inspection the tenant's request for a further 6 months tenancy agreement had been approved. Cllr Kelly Dickerson queried the terms of the Downen's management agreement and the scope of the property inspection. Cllrs agreed Cllr Dickerson should be given a copy of the inspection findings minus photographs. The Clerk explained to Cllr Dickerson the background to the Council's recent refurbishment of the property and confirmed that Cllrs do get the opportunity to view the property, both internally and externally, when it is vacated.

RESOLVED:

- i) To receive this information.**
- ii) The Clerk to share with Cllr Dickerson a copy of the inspection findings minus photographs.**

6. Financial Matters:

6.1 Invoices for payment by cheques for approval after 16th May 2022:

Prior to the meeting the Clerk had circulated to all details of cheques for approval after 16th May 2022 numbered 110229 to 110240. The Clerk circulated to all an updated list which includes cheques numbered 110241 to 110243. With regards to cheque number 110242 which related to the new recycling bays installed at Butterwick Road cemetery compound the Clerk informed Cllrs that this work is not yet fully completed as green paints needs to be put on the concrete panels facing into the cemetery. The Clerk proposed this invoice be approved for payment but the cheque not be released until the outstanding paint has been applied. Cllrs agreed.

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.**
- iii) Cheque 110242 to be released when the outstanding painting has been completed.**

6.2 Financial Budget Comparison as at 1st June 2022:

Prior to the meeting the Clerk had circulated to all a Financial Budget Comparison as at 1st June 2022.

RESOLVED:

To receive this information.

6.3 Debtors List as at 1st June 2022:

RESOLVED:

To receive the Debtors List as at 1st June 2022.

6.4 Direct Debits and BACS List for 1st – 31st May 2022:

RESOLVED:

To receive Direct Debits and BACS List for 1st – 31st May 2022.

6.5 May 2022 Bank Reconciliations Plus May 2022 Imprest Account Reconciliation and April 2022 Public Sector Deposit Fund Update Report by Town Clerk:

Prior to the meeting the Clerk had circulated to all a May 2022 Bank Reconciliations plus May 2022 Imprest Account Reconciliation and April 2022 Public Sector Deposit Fund Update Report.

RESOLVED:

To receive this information.

6.6 Exercise of Public Rights Dates – 2021/22 Year End Account Report by Town Clerk:

Prior to the meeting the Clerk had circulated a report reminding all that the Council's Exercise of Public Rights dates relating to the 2021/22 year end accounts commenced on 13th June 2022 and will cease on 22nd July 2022. The Clerk confirmed that all appropriate notices have been displayed. Cllr John Finlayson asked

RESOLVED:

To receive this information.

6.7 Writing Off Outstanding Parish Hall Hire Debt Recommendation by Finance Working Group:

Prior to the meeting the Clerk had circulated to all a Writing Off Outstanding Parish Hall Hire Debt Recommendation Report by the Finance Working Group. It is disappointing that a regular user of the Hall for many years has now failed to pay their hire charges, however, thankfully such a situation is a very rare occurrence. Cllr Mark Cant asked if this should now progress to the Small Claims Court. The Clerk stated only debts of £251 and more are progressed in such a way, as per the Council's Debt Policy. Cllr Kelly Dickerson asked what actions the Town Council had taken up to now to try to seek payment. The Clerk reported that a combined approach of telephone calls and numerous letters, again all in accordance with the Council's Debt Policy and procedures, had been used.

RESOLVED:

In accordance with the Town Council's Council Debt Policy, and as this amount is less than £250, this outstanding hire fee now be written off and Mr Brown be informed that no future bookings will be accepted from him.

6.8 Parish Hall Hire Fees Recommendation Report by Estates Working Group:

Prior to the meeting the Clerk had circulated to all a Parish Hall Hire Fees Recommendation Report by the Estates Working Group. This report detailed a recent quest from a Parish Hall hirer seeking to have hire fees waived for a recent fund raiser. This matter had been considered by the Estates Working Group who recommend that hire fees cannot be waived for any groups/individuals based on their use of the Parish Hall as numerous fund raisers take place throughout the year in the Hall, all for good causes and it is the responsibility of the organisers of such events to factor in Hall hire charges as part of planning their event.

RESOLVED:

The Clerk to respond to Mrs Wills explaining that no donation in recompence of Hall hire fees can be given for her recent Ukraine disaster appeal fund raiser in the Parish Hall.

7. Correspondence:

7.1 Pharmaceutical Needs Assessment Consultation (email and attachment from CDALC dated 16th May 2022):

Prior to the meeting the Clerk had circulated to all an email and attachment from

CDALC dated 16th May 2022 regarding DCC's Pharmaceutical Needs Assessment Consultation.

RESOLVED:

Cllrs to complete this consultation survey individually in their capacity as residents.

7.2 Outdoor Music (email from Ms Emma Bowman, Sedgefield Racecourse dated 7th June 2022):

The Clerk circulated to all an email from Ms Emma Bowman of Sedgefield Racecourse dated 7th June 2022 informing the Town Council that a live music event will be taking place after racing on Wednesday 24th August 2022. Ms Bowman outlined the noise monitoring arrangements that will be in place. Cllrs were pleased to have received such prior notification.

Cllr Kelly Dickerson suggested that information be given to the public regarding the correct procedures for reporting any noise disturbance. The Clerk suggested a series of tweets will be scheduled informing the public about how to report such concerns directly to Durham County Council. Cllrs agreed.

RESOLVED:

- i) To receive this information.**
- ii) The Clerk to schedule appropriate tweets regarding the procedure for reporting noise concerns.**

The Chair, Cllr Allan Blakemore, explained that due to the confidential nature of the following items these would be discussed under Exempt Information and had any member of the public and/or press been present they would have been asked to leave the meeting at this point (Section Sub-Section (2) of the Public Bodies (Admission of Meetings) Act 1960).

8. Consideration of Reports Exempt from the Public:

8.1 Village Greens Update Report by Town Clerk:

Prior to the meeting the Clerk had circulated to all a Village Greens Update Report which was duly considered and a way forward agreed.

8.2 Potential Recognition Award Update Report by Town Clerk:

Prior to the meeting the Clerk had circulated to all a Potential Recognition Award

Update Report which was duly considered and a way forward agreed.

8.3 Programme of Treeworks Recommendation Report by Estates Working Group:

Prior to the meeting the Clerk had circulated to all a Programme of Treeworks Recommendation Report by the Estates Working Group which was duly considered and a way forward agreed.

8.4 Removal of Green Waste – Former Recycling Bays at Butterwick Road Cemetery Verbal Report by Town Clerk:

Further to agenda item 3.3, the Clerk reported additional work now required and presented a quotation received. This was duly considered and a way forward agreed.

The Chair thanked everyone for attending and closed the meeting at 8.23pm.

APPROVED

SEDGEFIELD TOWN COUNCIL

COMMUNITY DEVELOPMENT & ENGAGEMENT

Minutes of the proceedings of the **JUNE COMMUNITY DEVELOPMENT & ENGAGEMENT COMMITTEE** of the Council held following the **Policy & Resources Committee** in the **Parish Hall**, Sedgefield, on
Monday 13th June 2022.

Present

Cllr. Ann Carr (Chairman)

Cllr. Mavis Wayman (Vice Chairman) and

Cllrs. Allan Blakemore, David Brown, Mark Cant, Mel Carr, Kelly Dickerson, John Finlayson, Dave Jasper, Julie Towler and Stephen Winter.

Officer

Dr Jane Ayre (Town Clerk)

1. Apologies:

Cllrs Catherine Hart, Jenny Haworth and Paul Heasman.

2. Declaration of interest:

None.

3. Matters of Information:

None.

4. Public Participation:

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

5. Reports:

5.1 Sedgefield Youth Club 2022 Summer Holiday Programme Report by Projects & Media Co-ordinator:

Prior to the meeting the Clerk had circulated to all a Sedgefield Youth Club 2022 Summer Holiday Programme Report by Projects & Media Co-ordinator. Cllrs agreed that a very comprehensive programme of activities had now been prepared using money previously given by the EDRC AAP Youth Fund. Cllr Julie Towler reported that times for the movie and takeaway session on Wednesday 31st August 2022 had

now been set at 5pm – 8pm. Cllr Towler reported the Youth Club continues to be very popular and that she would bring a report to the July 2022 Committee meeting detailing the Youth Club's latest Management Committee meeting which had been held earlier that evening. Cllr Towler reported that a new Youth Worker, Kerry, has now taken over from Christine who has recently retired although Christine will continue to support the planned school summer holidays programme of activities.

RECOMMENDED:

To receive this information.

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

Cllr Allan Blakemore reported that the Town's community event to celebrate the Queen's Platinum Jubilee on Saturday 4th June 2022 had been extremely well attended and a great success. The day had started with a well attended ecumenical church service in St Edmund's Church, attendance which had included several visiting Mayors who all gave very positive feedback. This was followed by a very comprehensive programme of musical entertainment in the grounds of Ceddesfeld Hall which ran until 4.30pm. Cllr Blakemore said it had been good to see such an array of local talent performing and gave particular mention to the children's choir. This successful event was the culmination of a significant amount of work by the Town Council, SCA, Churches Together, Village Veterans and Ploggers. Cllr Mark Cant suggested that in light of comments made during public participation at an earlier meeting this evening this event feature in the next edition of the Sedgefield Extra. Cllr Stephen Winter suggested consideration be given to future editions of the Extra being produced in colour. Cllr John Finlayson agreed and said that such should be on suitable high quality paper to ensure that image definition was not lost. Cllrs agreed that whilst the content of the Sedgefield Extra is very good and informative this can be lost in the current black and white format as images loose definition and impact. Indeed it was noted the front page of the last edition of the Extra promoted the community Jubilee event with a programme of the musical entertainment in the centre pages. The Clerk was asked to obtain comparable costings and present these at the July 2022 P&R Committee meeting for consideration. Cllr Blakemore expressed his thanks to all who had worked hard to plan, prepare and delivery the Town's successful Jubilee community day.

RECOMMENDED:

i) To receive this information.

ii) The Clerk to present an appropriate report to the July 2022 P&R Committee meeting.

5.3 Additional Summer Coach Trip Report by Cllr Dave Jasper:

Prior to the meeting the Clerk had circulated to all an Additional Summer Coach Trip report by Cllr Dave Jasper. Cllrs were delighted to hear the Town Council's organized coach trips are so appreciated and agreed that an additional summer coach trip be planned with the destination being Lindisfarne.

RECOMMENDED:

An additional summer coach trip to be scheduled and promoted.

5.4 Fireworks Working Group Verbal Update by Town Clerk:

The Clerk reported that a Fireworks Working Group meeting will be held on Monday 20th June 2022 to consider a number of issues relating to this year's Display. An update report will be presented to the Committee in July 2022.

RECOMMENDED:

To receive this information.

6. Correspondence:

6.1 Sedgefield Twinning Minutes (minutes of meeting held on 5th May 2022):

Prior to the meeting the Clerk had circulated to all the minutes of the Sedgefield Twinning Association meeting held on 5th May 2022. Cllr Stephen Winter reported that the strawberry tea referenced on page two had now been scheduled for 26th June 2022.

RECOMMENDED:

To receive this information.

The Chairman thanked everyone for attending and closed the meeting at 8.41pm.

SEDGEFIELD TOWN COUNCIL

ENVIRONMENT

Minutes of the proceedings of the **JUNE ENVIRONMENT** of the
Council held following the **Community Development and
Engagement Committee** in the **Parish Hall**, Sedgefield, on
Monday 13th June 2022.

- Present** **Cllr. Stephen Winter (Chairman)**
Cllr. Mark Cant (Vice Chairman) and
Cllrs. Allan Blakemore, David Brown, Ann Carr, Mel Carr, Kelly Dickerson, John
Finlayson, Dave Jasper, Julie Towler and Mavis Wayman.
- Officer** Dr Jane Ayre (Town Clerk)

1. Apologies:

Cllrs Catherine Hart, Jenny Haworth and Paul Heasman.

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.

3.3 Current Planning Applications:

The Clerk has reported back to DCC Planners comments regarding planning applications DM/22/01333/FPA and DM/22/01139/FPA.

RECOMMENDED:

To receive the information and to close this matter.

4. Public Participation:

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

5. Reports:

5.1 Butterwick and Winterton Allotments Inspections Update Report by Projects & Media Co-ordinator:

Prior to the meeting the Clerk had circulated to all a Butterwick and Winterton Allotments Inspections Update Report by the Projects & Media Co-ordinator. The Clerk confirmed that work is progressing on matters identified in this report and a date has been identified for the second round of allotment inspections at which is it hoped those plots identified as requiring further work will have improved.

RECOMMENDED:

- i) To receive the information.**
- ii) The Projects & Media Co-ordinator to arrange a familiarization visit to the Council allotment sites with Cllr Kelly Dickerson, the Council's Allotment Champion.**

5.2 Tub Planting Report by Projects & Media Co-ordinator:

Prior to the meeting the Clerk had circulated to all a Tub Planting Report by the Projects & Media Co-ordinator which confirmed that this year's tub planting will take

place on Thursday 23rd June 2022. All Cllrs agreed that it was good to see this long-standing community event resume following the pandemic. Cllr Julie Towler reported that the Rangers will also be participating in this event.

RECOMMENDED:

To receive the information.

6. Correspondence:

6.1 Sedgefield In Bloom (minutes of AGM held 23rd March 2022):

Prior to the meeting the Clerk had circulated to all the minutes from the Sedgefield In Bloom Group's AGM held on 23rd March 2022.

RECOMMENDED:

To receive the information.

6.2 Sedgefield In Bloom (minutes of meeting held 25th May 2022):

Prior to the meeting the Clerk had circulated to all the minutes from the Sedgefield In Bloom Group's meeting held on 25th May 2022.

RECOMMENDED:

To receive the information.

The Chair thanked everyone for attending and closed the meeting at 8.48pm