
**You are hereby summoned to attend the Monthly Meeting of the
Sedgefield Town Council which is to be held at 7pm on
Monday 14th March 2022 at Sedgefield Parish Hall**



AGENDA

1. **Apologies**
2. **Declaration of Interest**
3. **STC Minutes / Committee Reports:**
 - a. **Minutes of Monthly Meeting** 14th February 2022
 - b. **Minutes of P&R Committee** 14th February 2022
 - c. **Minutes of Environment Committee** 21st February 2022
 - d. **Minutes of Community Development & Engagement Committee** 21st February 2022
 - e. **Minutes of Personnel Committee** 28th February 2022
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. **Councillor Vacancies Update Report by Town Clerk**
8. **External Reports:**
 - 8.1. **Report From Durham County Councilor Chris Lines, Sedgefield Division**
 - 8.2. **Sedgefield Crime Statistics 4th February – 6th March 2022**
9. **Correspondence:**
 - 9.1 **Chief Planner Update (email from CDALC dated 25th February 2022)**
10. **Current Planning Applications:**

T. J. Ayre.

Dr Jane Ayre, Town Clerk, March 7, 2022



COMMITTEE: Policy & Resources
DATE: Monday 14th March 2022
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 Revised Butterwick Road Cemetery, Sedgefield – Rules and Regulations Recommendation Report by Town Clerk and Head Gardener & Cemetery Superintendent
 - 5.2 Disciplinary Policy Recommendation Report by Personnel Committee
 - 5.3 Resolution Policy Recommendation Report by Personnel Committee
 - 5.4 Welfare Policy Recommendation Report by Personnel Committee
- 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 14th February 2022
 - 6.2 Financial Budget Comparison as at 4th March 2022
 - 6.3 Debtors List as at 4th March 2022
 - 6.4 Direct Debits and BACS List for 1st – 28th February 2022
 - 6.5 February 2022 Bank Reconciliations Plus January 2022 Public Sector Deposit Fund Reconciliation Plus Imprest Account Reconciliation for February 2022 Report by Town Clerk
 - 6.6 Internal Audit Update Report by Finance Working Group
 - 6.7 2021/22 Year End Accounts Planning Work Report by Finance Working Group
 7. Correspondence:
 - 7.1 Levelling Up White Paper (email and attachment from CDALC dated 22nd February 2022)
 - 7.2 Sedgefield Harwick Consultation (email and attachments from Ms Sally Newton, Hardwick Primary School dated 4th March 2022)
 - 7.3 St Edmund's Churchyard (letter and attachments from Ms Michele MacCallam, Parish of the Upper Skerne dated 7th March 2022)

8. Consideration of Reports Exempt from the Public:

- 8.1 Village Greens Update Report by Town Clerk**
- 8.2 Potential Recognition Award Update Report by Town Clerk**
- 8.3 Annual Increment to Town Clerk Update by Personnel Committee**
- 8.4 National Pay Award 2021/22 Recommendation by Finance Working Group**
- 8.5 Refurbishment of Footpaths on Village Greens Recommendation Report
by Finance Working Group**
- 8.6 Exempt Protocol Report by Town Clerk**

T. J. Ayre.

***Dr Jane Ayre, Town Clerk
March 7, 2022***

Community Development & Engagement

COMMITTEE: Committee
DATE: Monday 21st March 2022
TIME: 7pm
VENUE: Sedgefield Parish Hall



-AGENDA

1. Apologies
2. Declaration of Interest
3. Matters of Information
4. Public Participation
5. Reports:
 - 5.1. Community Event/Platinum Jubilee Celebrations Report by Cllr Allan Blakemore and Town Clerk
 - 5.2. Citizen of the Year / Young Citizen of the Year Awards 2021 Update Report by Town Clerk
 - 5.3. Town Council Summer Coach Trip Update Report by Projects & Media Co-ordinator
 - 5.4. Sedgefield Youth Club Update Report by Town Clerk
6. Correspondence:
None.

T. J. Ayre.

**Dr Jane Ayre
Town Clerk
March 7, 2022**



COMMITTEE: Environment Committee
DATE: Monday 21st March 2022
TIME: Following Community Development & Engagement Committee
VENUE: Sedgefield Parish Hall



AGENDA

1. Apologies
2. Declaration of Interest
3. Matters of Information
4. Public Participation
5. Reports:
 - 5.1. Northumbria In Bloom Spring Judging Meeting Report by Cllr Mel Carr
6. Correspondence:
 - 6.1. Sedgefield In Bloom (minutes of meeting held 23rd February 2022)

T. J. Ayre.

*Dr Jane Ayre, Town Clerk
March 7, 2022*