

**You are hereby summoned to attend the Monthly Meeting of the
Sedgefield Town Council which is to be held at 7pm on
on Monday 26th September 2022 at Sedgefield Parish Hall**



AGENDA

- 1. Apologies**
- 2. Declaration of Interest**
- 3. STC Minutes / Committee Reports:**
 - a. Minutes of Finance Working Group** 7th July 2022
 - b. Minutes of Monthly Meeting** 11th July 2022
 - c. Minutes of P&R Committee** 11th July 2022
 - d. Minutes of Environment Committee** 11th July 2022
 - e. Minutes of Community Development & Engagement** 11th July 2022
 - f. Minutes of Estates Working Group** 26th July 2022
 - g. Minutes of Personnel Committee Meeting** 15th August 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 Resignation Report by Town Clerk**
- 8. External Reports:**
 - 8.1. Report From Durham County Councilor Chris Lines, Sedgefield Division**
 - 8.2. Sedgefield Crime Statistics 29th June 2022 – 30th July 2022 (From PC John Seymour, Durham Constabulary)**
- 9. Correspondence:**
 - 9.1. Recruitment Update (letter from Mr Gary Ridley, Durham Constabulary dated 26th August 2022)**
- 10. Current Planning Applications:**

T. J. Ayre.

Dr Jane Ayre, Town Clerk, September 20, 2022



COMMITTEE: Policy & Resources
DATE: Monday 26th September 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 Active Travel Project Update Report by Town Clerk
 - 5.2 Estates Working Group Terms of Reference 2022/23 Report by Town Clerk
 - 5.3 Future Parish Hall Electrical Inspections Recommendation Report by Estates Working Group
 - 5.4 Butterwick Road Cemetery Expansion Update Report by Town Clerk
 - 5.5 Disciplinary Policy Revision 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 11th July 2022
 - 6.2 Financial Budget Comparison as at 1st September 2022
 - 6.3 Debtors List as at 1st September 2022
 - 6.4 Direct Debits and BACS List for 1st – 31st July 2022 and 1st – 31st August 2022
 - 6.5 July and August 2022 Bank Reconciliations Plus July and August 2022 Imprest Account Reconciliations and June and July 2022 Public Sector Deposit Fund Reconciliations Report by Town Clerk
 - 6.6 Exercise of Public Rights For 2021/22 Year End Accounts Update Report by Town Clerk
 - 6.7 Conclusion of 2021/22 Year End Accounts Report by Town Clerk
 - 6.8 SAAA 2022/23 Onwards Opt-In Recommendation By Finance Working Group
 - 6.9 Internal Audit Work 2022/23 Report by Town Clerk
 - 6.10 Sedgefield Bowling Club Terrace Hill Money Update Report by Town Clerk

7. **Correspondence:**
 - 7.1 **Vacancy On The CDALC Executive Committee For The East Durham Rural Area Parish Council (email from CDALC dated 9th August 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 **Staffing Establishment Recommendation by Personnel Committee**
 - 8.4 **Hedge Cutting Recommendation Report by Town Clerk and Head Gardener & Cemetery Superintendent**
 - 8.5. **Councillor Request For Dispensation Report by Town Clerk**
 - 8.6 **Festive Lighting Recommendation Report by Finance Working Group**

T. J. Ayre.

***Dr Jane Ayre, Town Clerk
September 20, 2022***

Community Development & Engagement
COMMITTEE: Committee
DATE: Monday 26th September 2022
TIME: Following P&R Committee
VENUE: Sedgefield Parish Hall



AGENDA

1. Apologies
2. Declaration of Interest
3. Matters of Information
4. Public Participation
5. Reports:
 - 5.1 Richmond and Northallerton Coach Trip Update Report by Town Clerk
 - 5.2 Winter Coach Trip Update Report by Town Clerk
 - 5.3 Town Council Fireworks Display Update Report by Town Clerk
 - 5.4 Remembrance Sunday Update Report by Town Clerk
 - 5.5 Snow Party Update Report by Town Clerk
 - 5.6 Sedgefield Youth Club Summer Activities Update Report by Projects & Media Co-ordinator
6. Correspondence:
 - 6.1. Sedgefield Neighbourhood Watch (minutes of meeting held on 13th July 2022)
 - 6.2. Guides Bench (email from Mrs Julie Towler dated 9th August 2022)

T. J. Ayre.

Dr Jane Ayre
Town Clerk
September 20, 2022



COMMITTEE: Environment Committee
DATE: Monday 26th September 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 Butterwick and Winterton Allotments Inspections Update Report by Projects & Media Co-ordinator
 - 5.2 Weekly Watering Update Report by Town Clerk and Head Gardener & Cemetery Superintendent
 - 5.3. Northumbria In Bloom Judging Update Report by Town Clerk and Head Gardener & Cemetery Superintendent
 - 5.4 Recycling Bays Update Report by Town Clerk and Head Gardener & Cemetery Superintendent
 - 5.5 Green Waste Disposal Update Report by Town Clerk and Head Gardener & Cemetery Superintendent
6. Correspondence:
 - 6.1. Sedgefield Library Car Park (email and attachment from Mr E Brown, DCC dated 11th August 2022)
 - 6.2. Nominations Open For County Durham Environment Awards 2022 (email and attachments from Mr David Allison, DCC dated 18th August 2022)

T. J. Ayre.

*Dr Jane Ayre, Town Clerk
September 20, 2022*