
**You are hereby summoned to attend the Monthly Meeting of the
Sedgefield Town Council which is to be held at 7pm on
on Monday 12th December 2022 at Sedgefield Parish Hall**



AGENDA

- 1. Apologies**
- 2. Declaration of Interest**
- 3. STC Minutes / Committee Reports:**
 - a. Minutes of Monthly Meeting** 14th November 2022
 - b. Minutes of P&R Committee** 14th November 2022
 - c. Minutes of Environment Committee** 14th November 2022
 - d. Minutes of Community Development & Engagement Committee** 14th November 2022
 - e. Minutes of Finance Working Group** 17th November 2022
 - f. Minutes of Personnel Committee** 21st November 2022
 - g. Minutes of Policy & Records Management Working Group** 23rd November 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. Durham County Council Electoral Review Report by Town Clerk**
 - 7.4. Police & Crime Commissioner Visit To Ceddesfeld Hall Report by Cllrs Allan Blakemore, Dave Jasper, Kelly Dickerson and John Finlayson**
- 8. External Reports:**
 - 8.1. Report From Durham County Councilor Chris Lines, Sedgefield Division**
- 9. Correspondence:**
 - 9.1. Consultation on Draft Supplementary Planning Documentation: Local Design Guide and Local Planning Consultation Database (email from Stockton Borough Council dated 18th November 2022) [Emailed to all Cllrs on 21st November 2022]**
 - 9.2. Thank You Card (King Charles III received 18th November 2022)**
 - 9.3. County Durham Residents: Have Your Say On New Council Division Boundaries (email from Local Government Boundary Commission for England Consultation dated 26th November 2022) [Issued to all Cllrs electronically 26th November 2022]**
 - 9.4. Publication Draft Minerals and Waste Policies and Allocations Development Plan Document (email from Mr M Kelleher, Durham County Council dated 28th November 2022) [Issued to all Cllrs electronically 29th November 2022]**

10. Current Planning Applications:

T. J. Ayre.

Dr Jane Ayre, Town Clerk, December 5, 2022



COMMITTEE: Policy & Resources
DATE: Monday 12th December 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 Review of Council's Publication Scheme Recommendation Report by Policy & Records Management Working Group**
 - 5.2 Review of Council's Compliments, Comments and Complaints Policy Recommendation Report by Policy & Records Management Working Group**
 - 5.3 Review of Social Media Policy Recommendation Report by Policy & Records Management Working Group**
 - 5.4 Review of Councillor and Staff Working Protocol Recommendation Report by Policy & Records Management Working Group**
 - 5.5 Review of Mayor's Handbook Recommendation Report by Policy & Records Management Working Group**
- 6. Financial matters:**
 - 6.1 Invoices for payment by cheques for approval after 14th November 2022**
 - 6.2 Financial Budget Comparison as at 30th November 2022**
 - 6.3 Debtors List as at 30th November 2022**
 - 6.4 Direct Debits and BACS List for 1st – 30th November 2022**
 - 6.5 November 2022 Bank Reconciliations Plus November 2022 Imprest Account Reconciliations and October 2022 Public Sector Deposit Fund Reconciliations Report by Town Clerk**
 - 6.6 Review of Confidential Reporting Code including Anti-Fraud and Corruption Policy Recommendation Report by Policy & Records Management Working Group**
 - 6.7 Review of Corporate Risk Management Schedule Recommendation Report by Policy & Records Management Working Group**
 - 6.8 Review of External Grant Funding Policy & Procedures Recommendation Report by Policy & Records Management Working Group**
- 7. Correspondence:**

7.1 Sedgefield Bowling Club – Terrace Hill Monies (letter from Mrs Sheila Sutherland, Sedgefield Bowling Club received 29th November 2022)

T. J. Ayre.

***Dr Jane Ayre, Town Clerk
December 5, 2022***

Community Development & Engagement
COMMITTEE: Committee
DATE: Monday 12th December 2022
TIME: Following Environment Committee
VENUE: Sedgefield Parish Hall



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 Recommendation
Report by Fireworks Working Group
 - 5.2 York Winter Coach Trip Report by Town Clerk
 - 5.3 Snow Party Report by Town Clerk
6. Correspondence:
 - 6.1. Sedgefield Neighbourhood Watch (minutes of meeting held 9th November 2022)

T. J. Ayre.

Dr Jane Ayre
Town Clerk
December 5, 2022



COMMITTEE: Environment Committee
DATE: Monday 12th December 2022
TIME: Following P&R Committee
VENUE: Sedgfield 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 Tub Planting 2023 Recommendation Report by Town Clerk and Head Gardener & Cemetery Superintendent
 - 5.3 Annual Headstone Safety Testing Report by Town Clerk and Head Gardener & Cemetery Superintendent
6. Correspondence:
 - 6.1 Winterton Cemetery (email from Mr John Robinson dated 15th November 2022)

T. J. Ayre.

*Dr Jane Ayre, Town Clerk
December 5, 2022*