

SEDGEFIELD TOWN COUNCIL



Minutes of the proceedings of the

MARCH

SPECIAL MEETING

To appoint Co-opted Councillor

of the **Council** held at **6.15pm**

on

Monday 13th March 2023

in

Sedgefield Parish Hall

Present

Cllr. Mel Carr (Chairman)

Cllr. Allan Blakemore (Vice Chairman) and

Cllrs. David Brown, Ann Carr, Kelly Dickerson, Jenny Haworth, Dave Jasper, Julie Towler and Mavis Wayman.

Officers

Dr Jane Ayre (Town Clerk)

1. Apologies:

Cllrs Mark Cant, Catherine Hart and Stephen Winter.

2. Declaration of interest:

Cllr Dave Jasper declared an interest as he knew the candidate as a member of the Sedgefield Players. Cllr David Brown declared an interest as he knew the candidate through a long-standing family friendship and said that he would leave the meeting when the candidate was being considered. No other Cllrs made any declarations of interest.

(Cllr David Brown left the meeting at this point).

3. Appointment of Co-opted Councillor:

Prior to the meeting the Clerk had circulated to all copies of the application form received from the local resident who wished to be considered for the casual vacancy on the Town Council. The Clerk confirmed this applicant met the criteria to become a co-opted Cllr.

The Clerk also confirmed the applicant had been offered the opportunity to attend the meeting for a designated ten minute timeslot in order to introduce themselves to Councillors. The candidate had accepted this invitation.

The Chair, Cllr Mel Carr, welcomed the candidate to the meeting. The candidate was given the opportunity to introduce themselves, make any supporting statements in relation to their application, answer questions posed to them by Cllrs and to also ask questions themselves. Prior to leaving the candidate was told when they would be informed of the outcome of this recruitment process by Wednesday 15th March 2023.

RESOLVED:

- i) Ms Elizabeth Flanagan be co-opted as Councillor.**
- ii) The Clerk to inform Ms Flanagan of their appointment and to make the necessary arrangements for them to join the Town Council as soon as possible upon completion of all necessary paperwork.**

The Chair thanked everyone for attending and closed the meeting at 6.35pm.

SEDGEFIELD TOWN COUNCIL

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

on

Monday 13th March 2023

in

Sedgefield Parish Hall

Present

Cllr. Mel Carr (Chairman)

Cllr. Allan Blakemore (Vice Chairman) and

Cllrs. David Brown, Ann Carr, Kelly Dickerson, John Finlayson, Catherine Hart, Jenny Haworth, Dave Jasper, Julie Towler, Mavis Wayman and Stephen Winter.

Officers

Dr Jane Ayre (Town Clerk)

1. Apologies:

Cllr Mark Cant.

2. Declaration of interest:

Cllr Kelly Dickerson declared an interest in item 10. No other Cllrs made a declaration of interest.

3. STC Minutes / Committee Reports:

a. Minutes of the Monthly Meeting held Monday 13th February 2023:

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

b. Minutes of the P&R Committee held Monday 13th February 2023:

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

c. Minutes of the Environment Committee held Monday 13th February 2023:

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

d. Minutes of the Community Development and Engagement Committee held Monday 13th February 2023:

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

e. Minutes of the Estates Working Group held Monday 20th February 2023:

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

f. Minutes of the Finance Working Group held Thursday 23rd February 2023:

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

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

4. Matters of Information:

4.1 Councillor Resignations:

A Special Town Council meeting to interview a candidate for co-option had been scheduled for 6.15pm on Monday 13th March 2023.

The vacancy left by former Cllr Paul Heasman has now been advertised across the Town and will feature in the next edition of the Sedgefield Extra with a closing date of 30th June 2023. The Clerk to keep Cllrs updated on this matter.

RECOMMENDED:

To receive the information.

4.2 Anti-Social Behaviour:

The Clerk has written to Mr Peter Howarth in response to his email of 8th February 2023. Mr Howarth replied on 17th February 2023 thanking the Town Council for their update and hoped the proposed measures would have a positive effect.

A draft article had been shared with STC Cllrs for comment before being submitted to the Sedgefield News.

The Estates Working Group are exploring options for some form of lighting around the Youth Shelter so that this area is illuminated. Reports are to be considered under the P&R Committee's agenda this evening.

RECOMMENDED:

To receive the information.

4.3 Current Planning Applications:

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

RECOMMENDED:

To receive the information and to close this matter.

5. Dates of Meetings:

Prior to the meeting the Clerk had circulated to all details of all meetings in March 2023 plus civic events until April 2023. The Clerk highlighted that the Mayor's Murder Mystery Night planned for 29th April 2023 was now to be rescheduled and the new date would be publicised soon.

RESOLVED:

To receive the information.

6. Public Participation:

The Chairman, Cllr Mel Carr, closed the meeting for the public to give their views and comments.

Ms Chambers said she had emailed County Cllrs Brown and Lines earlier that day and wished to take this opportunity to make the Town Council aware of her comments. Ms Chambers was querying the % increase in Council Tax levied by DCC as she understood this had to be capped at 4.99% whilst the increase appeared to be higher than that. Ms Chambers also noted the Town Council's precept had increased by 6.7% and requested clarification as to why this was the case whilst appreciating that % increases were higher when based upon smaller figures. Ms Chambers said she disappointed with the decision made to subsidise dog bags when such an item should be paid for by dog owners and lots of people in Sedgfield could afford to pay for such. She expressed her concern that as a pensioner the cumulative effective of such increases when added with rising costs of gas and electricity hit hard and pensions were not increasing at such a rate. Ms Chambers expressed her concerns regarding irresponsible dog owners and highlighted the significant increase in the number of dogs in the UK and the continuous need to pay and provide for their associated facilities such as dog bins and clearing up waste. Ms Chambers called for the reinstatement of dog licences. She cited examples of irresponsible behaviour from dog owners using extendable dog leads and dogs allowed to jump up at people. Ms Chambers stressed she was not against dogs but was against irresponsible dog owners. Ms Chambers

stated that for people living in the new Storey homes development they had an annual charge of £124 levied upon them for the maintenance of grass cutting and landscaping. The current landscaper has withdrawn and from 1st April 2023 the new annual cost will be £200, another increase, and one which is forced upon those who buy new builds. Ms Chambers noted there were lots of lovely green areas across the Town where the grass was cut and paid for by others and not residents. Cllr Mel Carr thanked Ms Chambers for her comments and noted that lots of matters related to DCC so it was good that she had approached her local County Cllrs directly. With regards to the Town Council's increase in precept, Cllr Mel Carr said the Town Council was all too aware of the pressures of the current economic climate and the impact of rising costs of inflation upon living standards. The Town Council had made a commitment for 2023/23 to continue to deliver its existing services and programme of community events while also progressing several large projects. While there will be increases to Parish Hall hire and allotment fees these are well below the current rate of inflation and the pricing structure for the Hall continues to support usage by local groups. The subsidy to dog bags is slight. The rise in the Town Council's precept equates to £12.22 per Band D household per annum or 23p per week.

County Cllr Chris Lines gave further information regarding the questions posed by Ms Chambers in relation to DCC's Council Tax increase. DCC's increase has been a 4.99%, the maximum permitted, and this comprises of 2.99% for DCC and 2% for Adult Social Care. The decision was made by DCC to protect front line services. The Police and Fire costs are separate to DCC's as they are separate organisations. County Cllr Lines said he was happy to talk to Ms Chambers outside of the meeting to answer any further queries regarding this matter. In relation to grass cutting, County Cllr Lines questioned if costs were currently being levied to residents in new development in the interim period while such areas have not been formally adopted by DCC, again he was happy to talk to Ms Chambers outside the meeting to progress that matter. In relation to County Cllr Lines report to be considered under agenda item 8.1 he was pleased to note that Active Travel projects are soon to progress and this is as a result of good collaborative work between DCC, the Town Council and the Development Trust's BATS Group. He hoped to see more of such collaborative work in the future.

The Chairman thanked the public for their comments and re-opened the meeting.

7. Internal Reports:

7.1 Chairman's Report:

The Clerk circulated to all a Chairman's Report which detailed his actions since the

last Monthly Meeting.

RESOLVED:

To receive this information.

7.2 Mayor's Report:

Prior to the meeting the Clerk had circulated to all a Mayor's Report which provided details of his actions since the last Monthly Meeting and his plans for forthcoming events.

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.

9. Correspondence:

9.1 Supplementary Planning Documents Consultation (email from Mr Michael Kelleher, DCC dated 24th February 2023) [Note: Email issued electronically to all Cllrs 28th February 2023]

Prior to the meeting the Clerk had circulated to all an email from Mr Michael Kelleher dated 24th February 2023 giving information about Supplementary Planning Documents Consultation.

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/22/03784/FPA – change of use of open space to residential garden to side and enclosure with 1.5m timber fencing and 1m chain and post fencing (retrospective), 5 St Luke’s Crescent, Sedgefield:**

Cllrs did not have any objection to this application.

(Cllr Hart joined the meeting)

- 10.2 DM/23/00420/CEU – certificate of lawfulness for the residential use of the land facilitated by caravans, the laying of a concrete pad for the stationing of a static caravan, and the erection of an amenity block extension to the stables, The Stables, Stockton Road, Sedgefield:**

Cllrs objected to this application, Planning application section 15 asked if the site could be seen from public road/footpath and the answer has been given as no which is incorrect. This statement is incorrect as The Stables location can be seen from the road and does pose a highway safety issue due to unsuitable access to the site for caravans and horseboxes. In addition to this objection, Cllrs are concerned that when the nearby large scale housing development was built there was a condition assigned that The Stables field needed to remain as a green space so as to provide a buffer between the development and Stockton Road. An additional concern is that the Title register for this land (DU352292) has been registered to the current owners from August 2015 and not 2008 as stated in the planning application.

- 10.3 DM/23/00561/FPA – infill porch below existing roof canopy and alteration to path, 44 Elm Avenue, Sedgefield:**

Cllrs did not have any objection to this application.

RESOLVED:

The comments on planning applications 1 – 3 above to be submitted to DCC Planners.

The Clerk reported that earlier that day DCC had published the latest list of planning applications. This list did not contain any applications within the Parish of Sedgefield but had been circulated to all Cllrs for their information.

The Chair thanked everyone for attending and closed the meeting at 7.44pm.

SEDGEFIELD TOWN COUNCIL

POLICY & RESOURCES



Minutes of the proceedings of the **MARCH**
POLICY & RESOURCES of the Council

held following the **Monthly Meeting**

on

Monday 13th March 2023

in

Sedgefield Parish Hall.

Present

Cllr. Allan Blakemore (Chairman) and

Cllrs. David Brown, Ann Carr, Mel Carr, Kelly Dickerson, John Finlayson,
Catherine Hart, Jenny Haworth, Dave Jasper, Julie Towler, Mavis Wayman and
Stephen Winter.

Officers

Dr Jane Ayre (Town Clerk)

1. Apologies:

Cllr Mark Cant,

2. Declaration of interest:

None.

3. Matters of Information:

3.1 Section 106 Funding:

No further information has been received from Durham County Council regarding the general matter of Section 106 funding. County Cllrs have reported information is due imminently about the process relating to community contributions from the large-scale development at Eden Drive. The Clerk to keep Cllrs updated on any developments relating to Section 106 monies.

RECOMMENDED:

To receive the information.

3.2 Section 106 Funding Application – Play Provision in Sedgefield:

The Clerk has fed back to County Cllr Chris Lines and Mr James Young the comments made regarding Eden Drive Play area. Further information is now awaited from both in order to progress to a public consultation about play provision in Sedgefield which will hopefully lead to a joint Section 106 funding application being submitted. Mr Young has confirmed that his work is progressing and he hopes to be able to share designs with the Town Council soon prior to a public consultation exercise. The Clerk to keep Cllrs updated on this matter.

RECOMMENDED:

To receive this information.

3.3 Active Travel Plan for Sedgefield & Fishburn Towns and Villages Project Proposal – Bike Racks:

The EDRC AAP's Task Group had approved the Town Council's funding application form relating to groundworks and bike racks installation on the village green. This was fully approved at the subsequent AAP Board meeting and while funding is awaited the Clerk is in discussions with AAP Officers to progress the groundworks and installation of bike racks. The Clerk to keep Cllrs updated on this matter.

RECOMMENDED:

To receive the information.

3.4 Active Travel Project:

This public consultation exercise has now closed and DCC are analysing results. When such analysis has concluded then an Active Travel Meeting will be scheduled to determine the identification of short/medium/long term targets linking into funding. The Clerk to keep Cllrs updated on this matter.

RECOMMENDED:

To receive the information.

3.5 Hedge Cutting:

Hedge cutting work has now concluded. The Clerk will obtain a quote for all hedge cutting work prior to the 2023/24 hedge cutting season for consideration by a future P&R Committee meeting.

RECOMMENDED:

To receive this information.

3.6 Terrace Hill Monies:

Several Cllrs have forwarded to the Clerk their suggestions as to how the recently relinquished Terrace Hill monies could be spent. The Clerk is now collating those suggestions and a discussion session for Cllrs to further this debate has been scheduled for 17th April 2023. The Clerk to keep Cllrs updated on this matter.

RECOMMENDED:

To receive this information.

3.7 Royal Garden Parties 2023:

The ballot for this event has now taken place and CDALC will be represented by Seaton with Slingley Parish Council.

RECOMMENDED:

To receive the information and to close this matter.

3.8 Public Participation:

The Clerk has invited Sergeant Daniel Lake to attend the Annual Town Meeting on 9th May 2023 and he has accepted this invitation.

RECOMMENDED:

To receive the information and to close this matter.

3.9 Annual Headstone Safety Testing 2022/23 Findings:

An update report will be presented to the April 2023 P&R Committee when the deadline date has passed for remedial work on Category 1 headstones. The Clerk and Head Gardener & Cemetery Superintendent to keep Cllrs updated on this matter.

RECOMMENDED:

To receive the information.

3.10 Butterwick Road Cemetery Expansion:

The CDS Group have now submitted evidence of full completion of all pre-commencement conditions assigned by DCC in relation to the Town Council's

planning permission to expand Butterwick Road Cemetery. DCC have replied they will make a determination on 18th April 2023. The Clerk to keep Cllrs updated on this matter.

RECOMMENDED:

To receive the information.

3.11 Durham County Council Human Resources SLA:

The Chair of the Council has now signed the new SLA on behalf of the Town Council with DCC and DCC have counter signed. The new SLA comes into effect on 1st April 2023.

RECOMMENDED:

To receive the information and to close this matter.

3.12 Village Greens:

The necessary additional paperwork has now been signed and turned to the Town Council's solicitor in relation to the village greens around 26 Front Street. An update is now awaited from DCC's solicitor confirming completion date.

There have been no other updates regarding village green issues. The Clerk to keep Cllrs updated on these matters.

RECOMMENDED:

To receive the information.

4. Public Participation:

The Chairman, Cllr Allan Blakemore, 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 Parish Hall CCTV Policy Recommendation Report by Estates Working Group:

Prior to the meeting the Clerk had circulated to all a Parish Hall CCTV Policy Recommendation Report by Estates Working Group.

RESOLVED:

To adopt the Parish Hall's CCTV Policy with immediate effect and to review this in 24 months time.

5.2 Sedgefield Extra Future Printing Recommendation Report by Town Clerk

Prior to the meeting the Clerk had circulated to all a Sedgefield Extra Future Printing Recommendation Report which reminded Cllrs that editions of the Sedgefield Extra in September 2022, November 2022 and February 2023 were printed in colour as a trial with decision now required on the format of future printing. All Cllrs agreed the Extra being produced in colour has greatly enhanced the professionalism and appeal of the publication and should continue.

RESOLVED:

All future editions of the Sedgefield Extra are to be printed in colour.

5.3 The Queen's Tree Recommendation Report by Town Clerk:

Prior to the meeting the Clerk had circulated to all The Queen's Tree Recommendation Report by the Estates Working Group. This report reiterated the P&R Committee's earlier resolution to plant a Queen's Tree to commemorate the late Queen Elizabeth II and also the work that has been undertaken to identify an appropriate species and location in order to grow what is hoped will become a veteran tree. The Clerk confirmed that due to the length of time taken to agree this matter there is no longer any tree grant funding available from DCC.

Cllr Ann Carr objected to the location being proposed for this tree, i.e. the old cemetery at Beacon Lane, as she felt this was an insult. Whilst other Cllrs understood Cllr Ann Carr's objection it was noted that growing a veteran tree in the centre of the Town would not be sustainable and it was acknowledged that a veteran tree which was several hundreds of years old had recently needed to be felled in the old cemetery, an area which does have a high footfall of walkers and passersby.

RESOLVED:

- i) The Town Council purchase from Teesdale Heritage Trees a 2 metre tall Black Walnut tree which is to be planted in the old cemetery at Beacon Lane as the Queen's tree.**
- ii) Once planted an appropriate plaque will be purchased to identify it as the Queen's tree, purchased by the Town Council on behalf of the residents of**

the Parish in commemoration of HM Queen Elizabeth II.

5.4 Review of Butterwick and Winterton Allotments – Rules and Regulations

Report by Estates Working Group:

Prior to the meeting the Clerk had circulated to all a Review of Butterwick and Winterton Allotments – Rules and Regulations Report by Estates Working Group. This report had been accompanied by a set of revised Rules and Regulations which contained minor amendments relating to updating the number of allotment plots available, the hire fees post 1st April 2023 and updates to headers and footers.

RESOLVED:

The reviewed “Butterwick and Winterton Allotments – Rules and Regulations” be adopted with immediate effect and reviewed in 12 months time.

5.5 Youth Shelter Update Report by Estates Working Group:

5.7 Youth Shelter Report by Cllrs Stephen Winter and Mark Cant:

Prior to the meeting the Clerk had circulated to all a Youth Shelter Update Report by Estates Working Group and a Youth Shelter Report by Cllrs Stephen Winter and Mark Cant. As these matters were related it was agreed to discuss agenda items 5.5 and 5.7 together. It was acknowledged that both reports contain within them very different recommendations for the Youth Shelter and a considerable amount of debate took place including alleged incidents which have taken place in the Town recently and the need for a police patrol presence albeit that it is recognized the Local Policing Team are also requesting additional staffing. The Clerk confirmed that, via local County Cllrs, she is continuing to request from DCC information about the CCTV cameras in the Town including their coverage, image quality and procedure for such being accessed by the Police in the event of a crime report. Cllrs acknowledged that the vast majority of young people in Sedgefield are well behaved and a credit to the Town and the foundation upon which the future will be built. It is understood that the current anti-social behaviour is down to a small number of young people and it is hoped that collaborative working can help to tackle that. Cllr Allan Blakemore noted that Inspector Sarah Honeyman had reported at the last Neighbourhood Watch meeting she had attended that training was to be undertaken at schools in the Town as part of this work.

RESOLVED:

i) To obtain quotes for the cost of turning the Youth Shelter around by ninety

degrees so that anyone using the shelter could be more visible from Front Street and the illumination from that area.

- ii) To obtain costings and options for the Youth Shelter remaining at its current location with enhanced lighting around it, and possibly inside the Shelter as well.**
- iii) The Clerk to invite Sgt Daniel Lake to the Town Council's next Monthly Meeting, and if unable to attend, then to schedule a separate meeting so that Cllrs can get an update on current issues in the Town and work being undertaken to address those.**
- iv) The Town Council and Cllrs to continue to urge local residents to report any incidents/concerns to the Police.**
- v) The Town Council to continue to report incidents to the Police and keep requesting additional Police resources in the Town.**

5.6 Review of Parish Hall User Policy Recommendation Report by Estates Working Group:

Prior to the meeting the Clerk had circulated to all a Review of Parish Hall User Policy Recommendation Report by Estates Working Group.

RESOLVED:

The reviewed "Parish Hall User Policy" be adopted with immediate effect and launched at a Parish Hall User Forum meeting with regular users in April 2023.

5.8 Transfer of Civic Regalia to DCC Heritage Centre Recommendation by Town Clerk:

Prior to the meeting the Clerk had circulated to all a Transfer of Civic Regalia to DCC Heritage Centre Recommendation Report in which it was recommended several items of civic regalia gifted by the former Sedgefield Borough Council to Sedgefield Town Council now be transferred to the DCC's Heritage Centre as these items do not specifically relate to the history of Sedgefield but are important to the history of County Durham. All Cllrs agreed.

RESOLVED:

- i) The geisha girl, mace and sword currently housed in the Town Council Offices, as gifted by the former Sedgefield Borough Council, be transferred to the new DCC Heritage Centre for public display and keeping.**

- ii) **The Clerk to liaise with DCC to oversee the transfer of these items.**
- iii) **The Clerk to inform the Town Council's insurer once these items have been transferred.**

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 13th February 2023:

Prior to the meeting the Clerk had circulated to all details of cheques for approval after 13th February 2023 numbered 110468 to 110480. The Clerk circulated to all an updated list which includes cheques numbered 110481 to 110485. Cllrs confirmed their support for the authorization of all other 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.**

6.2 Financial Budget Comparison as at 1st March 2023:

Prior to the meeting the Clerk had circulated to all a Financial Budget Comparison as at 1st March 2023.

RESOLVED:

To receive the financial budget comparison as at 1st March 2023.

6.3 Debtors List as at 1st March 2023:

RESOLVED:

To receive the Debtors List as at 1st March 2023.

6.4 Direct Debits and BACS List for 1st – 28th February 2023:

RESOLVED:

To receive Direct Debits and BACS List for 1st – 28th February 2023.

6.5 February 2023 Bank Reconciliations Plus February 2023 Imprest Account Reconciliations and January 2023 Public Sector Deposit Fund Reconciliations Report by Town Clerk:

Prior to the meeting the Clerk had circulated to all a February 2023 Bank Reconciliations plus February 2023 Imprest Account Reconciliations and January 2023 Public Sector Deposit Fund Update Report.

RESOLVED:

To receive this information.

6.6 Internal Audit Findings Reports by Finance Working Group

Prior to the meeting the Clerk had circulated to all Internal Audit Findings Report by the Finance Working Group. Cllrs were pleased to note that Full Assurance ratings had been achieved in all areas of internal audit work undertaken, i.e. budgetary control, cemeteries, events, income and banking plus main accounting system. Cllr Mel Carr expressed his thanks to Town Council staff for their work.

RESOLVED:

To receive the information contained in this report.

7. Correspondence:

7.1 Pathway Lights In Ceddesfeld Hall Grounds – Sedgefield Squash Club Response (email from Ms Sheila Peden, Club Secretary dated 13th February 2023):

Prior to the meeting the Clerk had circulated to all an email from Ms Sheila Peden of Sedgefield Squash Club in relation to the pathway lights in the grounds of Ceddesfeld Hall in which the Club dispute the two lights on the path down to the Club are for the benefits of members only and state the other four lights are not the responsibility of the Club. For information the Squash Club had recently employed the services of an electrician and installed a timer so that all lights go off at 10pm throughout the winter months.

Cllr Mel Carr reported that for many years the Town Council had paid for the maintenance of these lights whilst the Squash Club had paid for the electricity. Cllr Mel Carr gave a breakdown of the Town Council's maintenance spend over the last two financial years as an example. Recently it had been reported the lights had been completely out and he had spoken to the electrician used by the Town Council

in the past to maintain these lights who confirmed vandals have stolen the metal cage on the exterior of the Club's wall. This cage has now been replaced and the lights are working. Cllr Mel Carr had discussed the matter of separating the electricity supply for the external lights and it is possible to install a landlord's meter at the Club at a cost of between £500-£1000, however, the Town Council is not the Squash Club's landlord. Cllr Mel Carr proposed the Town Council continue to pay for the maintenance of the lights and to obtain a quote for converting these to LED energy efficient bulbs thereby reducing the electricity usage cost for the Squash Club. Cllrs agreed with this proposal.

RESOLVED:

- i) The Clerk to reply to Ms Peden in accordance with the Town Council's wishes.**
- ii) The Clerk to bring the electrician's quote to the next P&R Committee meeting for consideration.**

8. Consideration of Reports Exempt from the Public:

8.1 Servicing of Specialist Lighting In Parish Hall Report by Cllrs Mel Carr, John Finlayson and Town Clerk:

Prior to the meeting the Clerk had circulated to all a Specialist Lighting in Parish Hall Report by Cllrs Mel Carr, John Finlayson and herself which was duly considered and a way forward agreed.

The Chair thanked everyone for attending and closed the meeting at 8.33pm

SEDGEFIELD TOWN COUNCIL

ENVIRONMENT

Minutes of the proceedings of the **MARCH ENVIRONMENT** of the **Council** held following the **P&R** in the **Parish Hall**, Sedgefield, on **Monday 13th March 2023**.

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

1. Apologies:

Cllr Mark Cant.

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 St Edmund's Manor – Entrance:

The Clerk is yet to receive any further update from County Cllrs or Bloom Group member's regarding the outcome of their meeting with DCC Officers and residents the week commencing 7th November 2022 regarding options for improving the visual aspect of the entrance into St Edmund's Manor. The Clerk will raise this matter during the next Joint Town Council / Sedgfield In Bloom Group meeting and keep Cllrs updated on this matter.

RECOMMENDED:

To receive the information.

3.4 Winterton Cemetery:

The Estates Working Group will research the precise responsibilities which the Town Council has in relation to Winterton Cemetery. The Estates Working Group to keep Cllrs updated on this matter.

RECOMMENDED:

To receive this information.

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 present. The Chairman re-opened the meeting.

5. Reports:

5.1 Pest Control Issues Near Ceddesfeld Pond Update Report by Town Clerk:

Prior to the meeting the Clerk had circulated to all a Pest Control Issues Near Ceddesfeld Pond Update Report which explained the work that has taken place regarding this matter and the recently issued joint statement with DCC giving useful information to residents about the dos and don'ts of feeding the birds so as minimize vermin activity. It is proposed that a sign about bird feeding be added to the existing column on which a deep water sign is displayed next to the pond at Ceddesfeld and,

depending upon cost, this could be funded from Small Grants money from County Cllrs. The Clerk to keep Cllrs updated on this matter and ongoing discussions with DCC's Pest Control section.

RECOMMENDED:

- i) To receive the information contained in this report.**
- ii) The Town Council to approve an additional sign to be displayed underneath the existing deep water sign near the pond at Ceddesfeld and, if so, then a funding application be submitted to cover the cost.**

6. Correspondence:

6.1 Sedgefield In Bloom (minutes of meeting held on 22nd February 2023):

Prior to the meeting the Clerk had circulated to all copies of the Sedgefield In Bloom Group's minutes of their meeting held on 22nd February 2023.

RECOMMENDED:

To receive this information.

The Chair thanked everyone for attending and closed the meeting at 8.39pm.

SEDGEFIELD TOWN COUNCIL

COMMUNITY DEVELOPMENT & ENGAGEMENT

Minutes of the proceedings of the **MARCH COMMUNITY DEVELOPMENT & ENGAGEMENT COMMITTEE** of the Council held following the **Environment Committee** in the **Parish Hall**, Sedgefield, on **Monday 13th March 2023**.

Present

Cllr. Ann Carr (Chairman)

Cllr. Mavis Wayman (Vice Chairman) and

Cllrs. Allan Blakemore, David Brown, Mel Carr, Kelly Dickerson, John Finlayson, Catherine Hart, Jenny Haworth, Dave Jasper, Julie Towler and Stephen Winter.

Officer

Dr Jane Ayre (Town Clerk)

1. Apologies:

Cllr Mark Cant.

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 in attendance. The Chairman re-opened the meeting.

5. Reports:

5.1 King's Coronation Update Report by Cllr Allan Blakemore and Town Clerk:

Prior to the meeting the Clerk had circulated to all a King's Coronation Update Report by herself and Cllr Allan Blakemore which was accompanied by the notes from the Sedgefield 700+ meeting on 9th February 2023 when initial plans for community events were considered. The Clerk then circulated to all the notes from the second planning meeting held on 8th March 2023 and talked through the activities which are

now planned and the stage that such plans are currently at. The Clerk confirmed that since the latest meeting there is now an understanding that a church service at St Edmund's church will be held at 10am on Monday 8th May 2023. Save the date publicity will be issued this week and further updates will be provided. All Cllrs were welcome to attend the next planning meeting Wednesday 19th April 2023 at 1pm in the small meeting room in the Parish Hall. The Clerk said that additional volunteers were required on Monday 8th May 2023 to help with the community event in Ceddesfeld Hall as well as promote the event at the Farmers Market alongside the SCA at their Charity Stall on Sunday 7th May 2023.

RECOMMENDED:

i) To receive this information.

ii) Cllrs able to volunteer on either Sunday 7th May 2023 and/or Monday 8th May 2023 to notify the Town Clerk as soon as possible.

5.2 Sedgefield Youth Club – Easter Holidays Activities Programme Report by Projects & Media Co-ordinator:

Prior to the meeting the Clerk had circulated to all a Sedgefield Youth Club – Easter Holidays Activities Programme Report by the Projects & Media Co-ordinator. The Clerk was pleased to highlight the Club's success at obtaining funding from the EDRC AAP's Fun and Food Easter 2023 scheme and wished to record her thanks the Projects & Media Co-ordinator for collating and submitting this application. The Clerk also highlighted the very comprehensive programme of activities which had been planned by the Youth Club's leader.

RECOMMENDED:

To receive this information

6. Correspondence:

6.1 Sedgefield Youth Club (update report from Management Committee):

Prior to the meeting the Clerk had circulated to all a Sedgefield Youth Club update from the Club's Management Committee.

RECOMMENDED:

To receive this information.

6.2 Sedgefield Neighbourhood Watch (minutes of meeting held 9th February 2023):

Prior to the meeting the Clerk had circulated to all the minutes of the Sedgefield Neighbourhood Watch meeting held on 9th February 2023.

RECOMMENDED:

To receive this information.

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

APPROVED