

## SEDGEFIELD TOWN COUNCIL

Minutes of the proceedings of the **SEPTEMBER  
MONTHLY MEETING** of the **Council** held at 7  
**p.m.** in the **Council Offices**, Advice & Information  
Centre, Sedgefield, on **Monday 14<sup>th</sup> September  
2015.**



**Present** Cllr Mel Carr (Chair)  
Cllr Gloria Wills (Vice Chair) and  
Cllrs David Brown, Vanessa Carmichael, Tim Jeanes, Chris Lines and Alf Walton

County Cllr Rachel Lumsdon

**Officer** Dr Jane Ayre (Town Clerk)

### 1. Apologies

Cllrs Allan Blakemore, Mark Cant, Lynne Dentith, John Robinson, Maxine Robinson, Ian Sutherland and Dudley Waters

### 2. Declaration of interest

None

### 3. STC Minutes / Committee Reports

#### a. Minutes of the Estates Working Group held Wednesday 1<sup>st</sup> July 2015

These were confirmed as a correct record. ( AW / GW )

#### b. Minutes of the Joint DCC and STC Meeting re: Sedgefield Plan held Thursday 2<sup>nd</sup> July 2015

These were confirmed as a correct record. ( GW / MCarr )

#### c. Minutes of the Personnel Committee Meeting held Monday 6<sup>th</sup> July 2015

These were confirmed as a correct record. ( GW / AW )

#### d. Minutes of the Monthly meeting held Monday 13<sup>th</sup> July 2015

These were confirmed as a correct record. ( MCarr / VC )

#### e. Minutes of the P&R committee held Monday 13<sup>th</sup> July 2015

These were confirmed as a correct record. ( MCarr / GW )

**f. Minutes of STC and SCA Meeting re: Ceddesfeld Lease held Tuesday 14<sup>th</sup> July 2015**

These were confirmed as a correct record. ( MCarr / GW )

**g. Minutes of Estates Working Group Meeting held Wednesday 15<sup>th</sup> July 2015**

These were confirmed as a correct record. ( GW / AW )

**h. Minutes of Finance Working Group Meeting held Thursday 16<sup>th</sup> July 2015**

These were confirmed as a correct record. ( GW / MCarr )

**i. Minutes of the Special Town Council Meeting held Thursday 16<sup>th</sup> July 2015**

These were confirmed as a correct record. ( GW / AW )

**j. Minutes of the Community Development & Engagement Committee Meeting held Monday 20<sup>th</sup> July 2015**

These were confirmed as a correct record. ( CL / MCarr )

**k. Minutes of the Environment Committee Meeting held Monday 20<sup>th</sup> July 2015**

These were confirmed as a correct record. ( AW / MCarr )

**l. Minutes of the Estates Working Group Meeting held Monday 27<sup>th</sup> July 2015**

These were confirmed as a correct record. ( GW / MCarr )

**m. Minutes of the Special Town Council Meeting held Monday 10<sup>th</sup> August 2015**

These were confirmed as a correct record. ( GW / MCarr )

**n. Minutes of the Policy & Records Management Working Group Meeting held Wednesday 12<sup>th</sup> August 2015**

These were confirmed as a correct record. ( GW / MCarr )

**o. Minutes of STC and SCA Meeting re: Ceddesfeld Lease held Tuesday 18<sup>th</sup> August 2015**

These were confirmed as a correct record. ( MCarr / GW )

**p. Minutes of Fireworks Working Group Meeting held Monday 24<sup>th</sup> August 2015**

It was not possible to confirmed these as a correct record because none of the Cllrs present had attended the meeting. It was agreed to defer these minutes to the October 2015 Monthly Meeting.

**RESOLVED: To accept all of the minutes as above (a – o) and recommendations contained therein.**

**4. Matters of Information**

**4.1. Planning Applications:**

The option of developing a Planning Committee is currently being investigated and, as agreed, will be considered at a future P&R Committee once it has been through the Policy & Records Management Working Group.

**RESOLVED:**

**To receive this information.**

**4.2. Current Planning Applications:**

No further information has been received from Ms Hillary Sperring regarding the Town Council's concerns in relation to 50 Front Street and 11 East End.

**RESOLVED:**

**To receive this information.**

**4.3. Police Report:**

The Clerk had requested Sgt Clarke provide an explanation of how Durham Constabulary calculate their detection rate. This information is to be included in the next Police Report later on this meeting's agenda.

**RESOLVED:**

**To receive this information and to close this matter.**

**4.4. Spring Lane- Formal Complaint:**

The Clerk has sent a letter to County Cllrs John Robinson and Rachel Lumsdon in relation to this matter. The Clerk to keep Cllrs updated on this matter.

**RESOLVED:**

**To receive this information.**

**4.5. Sedgefield Action Group:**

Mr Guest's letter was considered at the Environment Committee meeting on 20<sup>th</sup> July 2015.

**RESOLVED:**

**To receive this information and to close this matter.**

**4.6. Large-scale Planning Applications:**

Cllr Mel Carr had attended the DCC Planning Committee meeting on 21<sup>st</sup> July 2015 and represented the Town Council. In light of the outcome from this meeting the Chair and Clerk agreed there had been no requirement to write letters to MPs Wharton, Gregg and Wilson.

**RESOLVED:**

**To receive this information and to close this matter.**

**4.7. Sedgefield Plan Meeting:**

The Clerk had shared the notes of this meeting with Mr David Bowles, Mr Mort Spalding, Mr Stuart Timmiss, Mr Stuart Carter and Mr Gavin Scott.

**RESOLVED:**

**To receive this information and to close this matter.**

**4.8. Current Planning Applications (July 2015):**

All comments had been submitted to DCC Planners.

**RESOLVED:**

**To receive this information and to close this matter.**

**4.9. Public Participation (August 2015):**

The Clerk had liaised with Sgt Alex Clarke regarding the venue for the August Annual Travellers Horse Fair. Sgt Clarke had confirmed the event would take place at South Hetton and all Cllrs were notified of this in advance of the event.

**RESOLVED:**

**To receive this information and to close this matter.**

**4.10 Formal Adoption of The Sedgefield Plan:**

The Sedgefield Plan: Submission Draft had been formally submitted to DCC (and its receipt acknowledged by DCC). The Sedgefield Plan to be discussed in further detail later on the agenda.

**RESOLVED:**

**To receive this information and to close this matter.**

**4.11 Consideration of Sedgefield Racecourse Variation to Licence:**

DCC were informed of the Town Council's wish to pursue its objections to the

variation request. DCC were informed Cllrs Mel Carr and Gloria Wills would attend the Licensing Committee on 1<sup>st</sup> September 2015 representing the Town Council. The Clerk reported that additional information had been received following this Licensing Committee and this would be considered under correspondence on the P&R Committee agenda.

**RESOLVED:**

**To receive this information and to close this matter.**

**4.12 Current Planning Applications (August 2015):**

All comments had been submitted to DCC Planners.

Mr Chris Shields of DCC has confirmed that with regards to the planning application for Sedgfield Community College the current operating hours for the biomass boiler (i.e. 7am to 4.30pm) will remain in force due to noise issues.

**RESOLVED:**

**To receive this information and to close this matter.**

**5. Dates of Meetings**

Dates of the meetings taking place in September 2015 had been circulated prior to the meeting along with events scheduled for June – October 2015. The Clerk reported that it is anticipated a further Fireworks Working Group meeting would be required in September now that she had met recently with G2 Fireworks. The Clerk also reported that the October 2015 dates sheet will contain further details of Mayoral events planned for the remainder of the Civic Year.

**RESOLVED:**

**To receive this information.**

**6. Police Report**

Sgt Alex Clarke presented the following Police Report for the period 10<sup>th</sup> August 2015 – 14<sup>th</sup> October 2015. During this time there had been 18 reported crimes as follows:

Burglary (dwelling):

Between 09.55hrs and 10.30hrs on 27<sup>th</sup> August 2015, a sneak-in style burglary occurred at an address in Chestnut Road, Sedgefield. A handbag and contents together with a wallet, 4x gent's wrist watches and small safe containing cash was taken.

#### Burglary (other):

Between 10.30hrs and 12.30hrs on 13<sup>th</sup> September 2015, a white transit van is believed to have entered farm premises at Bradbury and the occupant(s) removed an arc welder, compressor, battery charger and 5 litre can of petrol..

#### Criminal Damage:

There have been 4 incidents of criminal damage including: Between 4<sup>th</sup>-9<sup>th</sup> September 2015, damage occurred to two gardening polytunnels at Cemetery Lodge, East End. The tunnels appear to have been slashed with a knife. Over the same period the artificial 3G football pitch at Sedgefield Community College sustained fire damage (0.5m section).

#### Assault:

There have been 7 reported assaults, 3 of which were domestic related and one of a sexual nature. There was one particularly serious assault which occurred at the Hardwick Hall Hotel where a male from the travelling community sustained a broken arm and nasty laceration to the scalp. The victim, who was there as part of a traveler wedding event, declined to co-operate with the police investigation.

#### Theft:

There have been five thefts including the theft of a Claude Butler mountain bike from the rear garden of a property on The Lane (6<sup>th</sup> September 2015). A male wearing a grey hoodie was seen acting suspiciously in the area at the time.

Crime in Sedgefield is up by 8% (79 crimes instead of 73) on the same time last year with a 31% detection rate for year to date. There are no particular crime trends that would explain this rise, however, as a police service Durham Constabulary does now closely scrutinize every incident to ensure that there is full compliance with Home Office counting rules.

Instances of anti-social behavior are down 20% based on the last year. Instances of youth anti-social behavior is down 33% based on the last year.

The next PACT meeting is scheduled for Tuesday 13<sup>th</sup> October 2015 at 7pm in the Fletcher Room, Parish Hall with the priority being speeding along Station Road.

Sgt Clarke reported one item of note. Mr Gavin Rutter, who has been the PCSO in the village for nearly 8 years, is moving on to pastures new. Gavin has been successful in his application for the Civilian Investigators post on the Safeguarding Unit at Darlington. There is no official leaving date at this time but it will be in the near future.

Finally, Sgt Clarke explained that Durham Constabulary use a computer system called DCop to calculate the Force's detection rates. This system does not just base the calculation upon the total number of crimes reported monthly by Sgt Clarke to the Council but instead calculates based upon the number of 'live' crimes, i.e. those still being worked on at that point in time.

This ended the Police Report.

Cllr Mel Carr asked if the detection rate of 31% related to just Sedgefield or for County Durham as a whole. If, just Sedgefield then how does this compare with elsewhere in the County. Sgt Clarke confirmed the 31% rate is just for the Sedgefield area and stated this rate is just below the rates found in larger towns in the County where there are more focused Police resources.

Cllr Alf Walton asked how the current rate of rural crime compares to that of 3-4 years ago. Sgt Clarke replied that rural crime has always been a problem whereby there are spikes in activity and then a lull. This is a pattern that has continued over many years. The very remote locations of farms means there are less Police resources directly available.

**RESOLVED:**

**To receive this information.**

**7. Public Participation**

The Chairman closed the meeting whilst the public gave their views and comments.

Mrs Julia Bowles stated that she had raised the issue of the Annual Travellers Horse fair at the Town Council's August meeting. This had reflected concern expressed by several residents. She had read of the location of the fair in the Northern Echo. Mrs Bowles asked by the residents community email list had not been used by the Town Council to circulate the location of the Horse Fair when it was known? Mrs Bowles then stated The Sedgefield Plan

had been lodged with DCC for over 4 weeks. She stated that DCC had required prompting because it is important to know what DCC are doing with the Plan. Mrs Bowles stated DCC are deliberately delaying the Plan's progress and urged the Town Council to push DCC. Mrs Bowles said she was aware of a similar problem with Whorlton and Westwick Parish Council's Plan. Finally, Mrs Bowles was aware that the Ceddesfeld Hall lease was to be considered on the P&R Committee agenda under exempt information and asked why this was the case when previous discussions have taken place with the public present.

Mr Ivan Porter stated that he wished to speak about the Ceddesfeld Hall lease specifically. Cllr Mel Carr requested that he speak during Public Participation at the P&R Committee as this matter was on that agenda not the Monthly Meeting's.

Mrs Tooley stated that she wished to speak about the Racecourse's recent variation to their licence. The Clerk requested she speak during Public Participation at the P&R Committee as further information regarding this matter was to be shared under correspondence at that meeting.

Cllr Mel Carr thanked the public for their comments. The meeting was then re-opened.

Cllr David Brown pointed out to members of the public in attendance that due to the summer recess when no Committee meetings take place in August this is the reason for the extensive agendas for the September Committee meetings.

## **8. Internal Reports**

### **8.1 Chairman's Report**

The Chairman, Cllr Mel Carr, reported that over the past month he had attended a variety of 16 Town Council meetings as well as represented the Council at the Eden Drive DCC Planning Committee and the Racecourse Licensing Hearing Committee. In addition, he had also had the opportunity to attend the YSL exhibition at the Bowes Museum which he recommended to all and congratulated DCC and the Bowes Museum on bringing this prestigious event to the County.

#### **RESOLVED:**

**To receive this information.**



## 8.2 Mayor's Report

Details were circulated of the following events attended by the Mayor:

July 2015:

9 <sup>th</sup>	Mayor at Home with Mayor Mary Dalton of Great Aycliffe Council
16 <sup>th</sup>	Judging cakes at the Taste and See Group, Sedgefield Methodist Church
25 <sup>th</sup>	Mayor's Charity Night at Spennymoor

August 2015:

3 <sup>rd</sup>	Diamond Wedding – visit and card to Audrey and Peter Cawson
8 <sup>th</sup>	Sedgefield Show – judged Scarecrow Competition, Fancy Dress on foot and mounted plus Best Trade Stand. A lovely letter of thanks was subsequently received from the Show's Secretary.
14 <sup>th</sup>	Golden Wedding – visit and bouquet to Jackie and Ernie Postgate.
15 <sup>th</sup>	Veterans Remembrance Service
30 <sup>th</sup> -31 <sup>st</sup>	Sedgefield Scarecrow Festival – Mayor's choice for business entries.

**RESOLVED:**

**To receive this information.**

## 9. External Reports

### 9.1 Larger Local Councils Forum Meeting (29<sup>th</sup> May 2015)

Prior to the meeting the Clerk had circulated to all the minutes from the Larger Local Councils Forum Meeting held on 29<sup>th</sup> May 2015 at Peterlee.

**RESOLVED:**

**To receive this information.**

### 9.2. Local Council Working Group Meeting (23<sup>rd</sup> June 2015)

Prior to the meeting the Clerk had circulated to all the minutes from the Local Council Working Group meeting held on 23<sup>rd</sup> June 2015. With regards to Delivering Different Cll Gloria Wills asked if this was the same funding to which the Town Council had submitted an application. The Clerk confirmed this is the same initiative and DCC are currently considering the applications they have received. Any update on this matter will be presented to Cllrs via the Community Development & Engagement Committee when considering the standing agenda item "Grant Funding Update".

**RESOLVED:**

**To receive this information.**

**9.3. EDRC AAP Board Meeting (Key Messages from 29<sup>th</sup> July 2015)**

Prior to the meeting the Clerk had circulated to all the key messages from the EDRC AAP Board Meeting held on 29<sup>th</sup> July 2015.

**RESOLVED:**

**To receive this information.**

**10. Correspondence**

**10.1. Land to South of Eden Drive (letter from Mr Stuart Timmiss, DCC dated 30<sup>th</sup> July 2015):**

Prior to the meeting the Clerk had circulated to all a letter from Mr Stuart Timmiss (DCC) dated 30<sup>th</sup> July 2015 informing the Council of the decision made by Planning Committee to refuse the outline application with all detailed matters reserved except means of access for the erection of a maximum of 230 no dwellings, formation of access and associated works at land to the South of Eden Drive, Sedgefield.

**RESOLVED:**

**To receive this information.**

**10.2. Land to the North of A689 and A177 roundabout and West of Stockton Road (letter from Mr Stuart Timmiss, DCC dated 31<sup>s</sup> July 2015)**

Prior to the meeting the Clerk had circulated to all a letter from Mr Stuart Timmiss (DCC) dated 31<sup>st</sup> July 2015 informing the Council of the decision made by Planning Committee to refuse the application to erect 85 no swellings, formation of access and associated works at land to the North of the A689 and A177 roundabout and West of Stockton Road, Sedgefield.

**RESOLVED:**

**To receive this information.**

**10.3. Sedgefield Community College GCSE Results 2015 (email from Ms Penny Walmsley dated 20<sup>th</sup> August 2015)**

Prior to the meeting the Clerk had circulated to all an email from Ms Penny Walmsley dated 20<sup>th</sup> August 2015 informing the Town Council of the GCSE Results obtained in Summer 2015. Cllrs expressed their delight at the results obtained by the College.

**RESOLVED:**

**The Clerk and Chair to send a letter of congratulations to Sedgefield Community College.**

**10.4 Card from Ms Jane Young**

The Clerk read out a card addressed to Cllrs from Ms Jane Young. Ms Young thanked Cllrs for their good wishes, flowers and voucher as she continues her recovery.

**RESOLVED:**

**To receive this information.**

**11. Sedgefield Plan**

**11.1 The Sedgefield Plan: Submission Draft (email from Mr Stuart Carter, DCC dated 14<sup>th</sup> August 2015)**

Prior to the meeting the Clerk had circulated to all an email from Mr Stuart Carter of DCC dated 14<sup>th</sup> August 2015 confirming receipt of The Sedgefield Plan: Submission Draft.

**RESOLVED:**

**To receive this information.**

**11.2 The Sedgefield Plan: Submission Draft (email from Mr Gavin Scott, DCC dated 8<sup>th</sup> September 2015)**

The Clerk circulated to all copies of an email from Mr Gavin Scott of DCC dated 8<sup>th</sup> September 2015. This email had been received as a result of the Clerk emailing Mr Scott on 7<sup>th</sup> September 2015 asking for a position statement with regards to The Sedgefield Plan: Submission Draft in order to give a report to Cllrs at the next Monthly Meeting. Mr Scott duly replied to this request of 8<sup>th</sup> September 2015 apologising for the delay and explaining the reason for this delay, ie. legal advice was being sought in

relation to Regulation 14 (Pre-submission consultation and publicity) as Sedgefield's NP is the first to have been submitted and DCC want to ensure the correct procedures are followed and no subsequent legal challenges occur. The Clerk confirmed that in response to Mr Scott's email she had asked for the deadline for DCC obtaining this legal advice, however, as yet no further response has been received from Mr Scott.

**RESOLVED:**

**To receive this information.**

**11.3 The Sedgefield Plan: Gavin Scott Response To Request For Progress (email from Mr David Bowles dated 8<sup>th</sup> September 2015):**

The Clerk circulated to all copies of an email from Mr David Bowles dated 8<sup>th</sup> September 2015 following his receipt of Mr Gavin Scott's email (detailed in 11.2) which had been copied to him by Mr Scott. This email contained as an attachment the minutes of the Whorlton and Westwick Parish Council Neighbourhood Plan Committee meeting held on Tuesday 21<sup>st</sup> July 2015. In his email Mr Bowles stated his dissatisfaction with the response which he believed to be in breach of the regulations in the NPPF. Mr Bowles made reference to Whorlton and Westwick PC already having submitted their NP to DCC before the Sedgefield submission and their current status of awaiting further information from DCC. In his email Mr Bowles requested an urgent letter be sent from the Town Council to DCC making this point and requesting immediate progress and asked for this matter to be considered at the Monthly Meeting on 14<sup>th</sup> September 2015.

The Clerk suggested that Item 11.4. be considered before then discussing Mr Bowles' request.

**RESOLVED:**

**To receive this information.**

**11.4 SNP – Article Sedgefield News 140915 (email from Mr David Bowles dated 14<sup>th</sup> September 2015):**

The Clerk circulated to all an email and attachment sent from Mr David Bowles to the Sedgefield News dated 14<sup>th</sup> September 2015. The attachment contained an article for the next edition of the Sedgefield News. Cllrs took time to read and consider the article contained in the attachment.

County Cllr Rachel Lumsdon requested to speak in relation to this article. County Cllr Lumsdon stated that in all her time as a Parish and then County Cllr she had never

witnessed a situation whereby an article such as this had such legal implications and was disgusted with the wording it contained. County Cllr Lumsdon stated that she had an update from DCC in relation to this article that would impact upon this matter. Cllrs agreed that they would discuss this matter first and then give County Cllr Lumsdon the opportunity to speak as it was important the latest position from DCC was known.

Cllr Chris Lines referred back to the earlier quotes minutes of Whorlton and Westwick Parish Council and stated that within these there is no specific reference to that Parish Council having formally submitted to DCC their Neighbourhood Plan. Cllr Lines requested clarification on the status of that Plan in order to ensure the argument being made in the article by Mr Bowles was correct. Cllr Lines then expressed his concerns regarding the issue of process. TSP Steering Group have now formally handed the Plan over to the Town Council and it is the Town Council's responsibility to deal with matters, unless the decision is made to defer or delegate something to the Steering Group which would be fed through the Group's Chair, Cllr Allan Blakemore. Update articles for Sedgefield News and any other body need to be done by the Town Council or by Cllr Allan Blakemore as Chair of TSP Steering Group. If Cllr Blakemore defers/delegates this to the Steering Group the Town Council must be informed. Cllr Lines explicitly stated that he had been a supporter of TSP from its inception.

Cllr Gloria Wills reiterated that the Town Council is the qualifying body for the Plan and not the Steering Group. The Town Council cannot have any individual producing articles stating their own views which can be then misinterpreted as the Town Council's view, particularly where these have legal implications. This article has nothing to do with the Town Council.

Cllr David Brown commented that considerable time and effort has been put in by the Steering Group and the Town Council in order to produce a Neighbourhood Plan which reflects the needs and want of the local community. Cllr Brown felt badly treated by DCC.

Cllr Tim Jeanes said that disregarding the rights or wrongs of the correspondence and article, are DCC able to go beyond the two weeks for considering the Plan. Cllr Jeanes questioned where the Town Council stood in relation to the appropriate Regulations.

Cllr Mel Carr expressed his disappointment at the time taken to progress the Plan and

the response received. The Town Council needs to ask DCC what the problems are and the issues being challenged. The Town Council must support TSP Steering Group Chair. Cllr Carr did not agree with the article submitted by Mr Bowles to the Sedgefield News. The views expressed are not those of the Town Council and the article does not help anyone.

Cllr Chris Lines referenced Mr Scott's email in which it said that 3 parties had raised concerns. Cllr Lines asked if the Town Council knew who those parties were. Cllr Carr stated this was unknown and this is exactly why liaison is needed with DCC.

At this point Cllr Carr asked County Cllr Rachel Lumsdon to give her views. County Cllr Lumsdon reported that the article being discussed had been forwarded by Mr Bowles to DCC Officers at 4pm on 14<sup>th</sup> September 2015. As a result of this an email response had been issued by Mr Gavin Scott at 6.50pm to Mr Bowles with copies to Mr Mort Spalding, Cllr Allan Blakemore, Mr Mike Allum and the Clerk. The Clerk could not confirm receipt of this email as the Community Chest meeting had started at 6.45pm. Mr Scott's email clearly details the legal objections to Mr Bowles' article. County Cllr Lumsdon again expressed her astonishment at the content of Mr Bowles' article and her disappointment as she has been supporting TSP throughout its development. County Cllr Lumsdon stated that the Town Council now need to respond to this matter.

Cllr Alf Walton sought clarification as to who is now responsible for the Plan. Cllr Mel Carr replied that the Town Council is the lead (qualifying body) for TSP with the Steering Group operating under the Council's direction via the Chair, Cllr Allan Blakemore.

County Cllr Rachel Lumsdon reported that she had a number of other items that she would like to report to the Council. Cllrs agreed this would be useful. County Cllr Lumsdon reported:

- A meeting has been set up on 2<sup>nd</sup> October 2015 to discuss the junction on the A177 at which there have been a number of serious road accidents recently. It is hoped this meeting is a opportunity to look at this situation with a new perspective. In addition, it is hoped to also raise at this meeting the unofficial foot crossing in the nearby fields as well as potentially reducing the current 60mph speed limit on Old Durham Road.
- She would like to be kept updated in relation to the on-going issues at Station

Road Playing field.

- DCC are currently holding a public consultation exercise regarding school transport post 16 years and for young people with disabilities.
- There is the possibility that the planning application for Eden Drive recently refused by DCC could go to appeal. County Cllr Lumsdon is meeting with DCC Highways the road originally proposed with this application. It is felt that if there were fewer houses in the application then such a road would not be necessary.

(Cllr Vanessa Carmichael left the meeting at this point).

With regards to the final point made by County Cllr Lumsdon, Cllr Chris Lines stated whilst the Town Council had objected to the last specific planning application that had been submitted for Eden Drive the Town Council had twice replied to DCC in response to County Durham Plan consultation exercises stating Eden Drive was a suitable site for housing. Cllr Gloria Wills stated the Town Council had never said it was a suitable site. Cllr Chris Lines replied it had stated it was a viable site. Cllr David Brown commented that only the planning application which had been refused could then be put to appeal, i.e. a modified/amended version of the plan could not go directly to appeal.

Cllr Gloria Wills asked County Cllr Lumsdon what is happening with Spring Lane. The Clerk confirmed that a letter had been sent to County Cllrs Robinson and Lumsdon outlining the Council's concerns regarding lack of enforcement action and the recent Stage 1 and Stage 2 Formal Complaints submitted to DCC. County Cllr Lumsdon asked who owned the land in question and gave an example of a recent situation in Trimdon whereby owners of the land had put caravans on a site and then upgraded the vans over the years. Cllr Gloria Wills stated that planning and enforcement are two separate issues and there enforcement regulations have never been applied to this site. County Cllr Rachel Lumsdon agreed to investigate this matter further.

**RESOLVED:**

- i) The Clerk to seek clarification as to the exact status of the Whorlton and Westwick Neighbourhood Plan.**
- ii) The Clerk to immediate (upon conclusion of the P&R Committee meeting) circulate to all Cllrs the latest email from Mr Gavin Scott.**
- iii) The Clerk to arrange a meeting for as many Cllrs as possible to attend to consider and respond to Mr Scott's email.**

- iv) **The Clerk and Chair to email Sedgefield News to request the removal of the Steering Group's article from the next edition.**
- v) **The Clerk and Chair to meet with Cllr Allan Blakemore upon his return from holiday.**
- vi) **The Clerk to check the exact wording of letters submitted to DCC in response to the County Durham Plan specifically referencing Eden Drive.**

## **11. 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):

1. **DM/15/01278/FPA – Erection of single storey extension to the front and rear elevation and extension to detached garage, Glendale Bungalow, Thorpe Larches, Sedgefield:**  
Cllrs did not have any objections to this application.
2. **DM/15/02121/FPA – Erection of 2 no research and development units including laboratory and office space, Explorer One and Two, Thomas Wright Way, NETPark, Sedgefield:**  
Cllrs did not have any objections to this application.
3. **DM/15/02238/FPA – Conversion of existing to form a dormer bungalow including raising the height of the roof, rooflights to the front elevation and 4 no dormer windows to the rear, 16 St Marks Road, Fishbur:**  
Cllrs did not have any objection to this application which is outside the Town Council's area.
4. **DM/15/02629/TPO – felling of 1 no conifer protected by TPO SBC-3-2004, 6 Farfield Manor, Sedgefield:**  
Cllrs did not have any objections to this application. Cllr Gloria Wills requested the Clerk find out why a TPO had been put in place to protect a conifer.  
**RESOLVED:**  
**The comments on planning applications 1-4 above be submitted to DCC Planners.**

The Clerk reported that since the planning application list had been prepared and circulated to all Cllrs in their Monthly Committee packs the following additional applications had been published by DCC:



- DM/15/02645/FPA – Erection of two storey side extension, 1 Hornby Avenue, Sedgefield
- DM/15/02790/FPA – Erection of 1.8m brick boundary wall to rear/side, 8 Harbinson Close, Fishburn

**RESOLVED: Cllrs to consider and discuss these additional planning applications at the Environment Committee meeting to be held on 21<sup>st</sup> September 2015.**

The Clerk informed Cllrs that Mr Colin Haylock of ESRG would like to give a presentation to the Town Council outlining their latest proposals on their amended plans for the area behind Sainsbury's and Beacon Lane. It was agreed by all that such a presentation would be very useful. Cllr Rachel Lumsdon requested that the meeting be recorded so that she could hear the discussion and also be sent copies of any handouts circulated. This was agreed by Cllrs.

**RESOLVED:**

**The Clerk to liaise with Mr Haylock of ESRG to set up a meeting with a provisional date of Monday 21<sup>st</sup> September 2015 at 6.15pm in the Council Offices being identified. Once a date/time has been confirmed the Clerk will prepare and circulate an agenda.**

The Chair thanked everyone for attending and closed the meeting at 8.21pm.

Minutes of the proceedings of the **SEPTEMBER POLICY & RESOURCES** of the **Council** held following the Monthly meeting in the **Council Offices**, Advice & Information Centre, Sedgefield, on **Monday 14<sup>th</sup> September 2015**.

**Present**                    **Cllr. Gloria Wills (Chairman)**  
**Cllr. Mel Carr (Vice-Chairman) and**  
Cllrs David Brown, Tim Jeanes, Chris Lines and Alf Walton

**Officer**                    Dr Jane Ayre (Town Clerk)

**1. Apologies**

Cllrs.Allan Blakemore, Mark Cant, Vanessa Carmichael, Lynne Dentith, John Robinson, Maxine Robinson, Ian Sutherland and Dudley Waters.

**2. Declaration of interest**

The Clerk read out an email from Cllrs John and Maxine Robinson reiterating their continued declaration of interest in relation to the SCA/Ceddesfeld Hall Lease.

There were no other Declarations of Interest.

**3. Matters of Information**

**3.1 Recycling Policy:**

No further action has been undertaken with regard to this Policy. This matter will be referred to the Estates Working Group for progression and reported back to a future P&R Committee meeting.

**RESOLVED:**

**To receive this information and close this matter.**

**3.2 Registered STC Land:**

Work is on-going in this area and should be referred to the Estates Working Group for progression and reported back to a future P&R Committee meeting.

**RESOLVED:**

**To receive this information and close this matter**

**3.3 PRS:**

This matter will be considered as part of the Estates Working Group's Parish Hall project for 2015/16 and a report will be brought back to a future P&R Committee with an appropriate recommendation.

**RESOLVED:**

**To receive this information and to close this matter.**

**3.4 Potential Land For STC To Register:**

Work is on-going in this area to draft a report for progression and reported back to a future P&R Committee meeting.

**RESOLVED:**

**To receive this information and close this matter**

**3.5 Station Road Playing Field:**

A response is yet to be received from DCC following STC's letter informing them of the Town Council's wishes to hand the lease for Station Road Playing Field back to DCC. A follow-up letter has been issued with a copy to both County Councillors for their information. The Clerk to keep Cllrs updated on this matter.

**RESOLVED:**

**To receive this information.**

**3.6. Woodland, Old Durham Road:**

A response is still awaited from DCC in response to the Clerk forwarding Mr Ean Parson's concerns in relation to this area. Investigations are on-going to locate a copy of the 5 year Management Plan for this locality. The Clerk to keep Cllrs updated.

**RESOLVED:**

**To receive this information.**

**3.7. Final Phase of St Edmund's Church Wall Refurbishment Report:**

Mr Kearton has indicated that he will commence this work the week commencing 14<sup>th</sup> September 2015. The Bloom Group have been informed and already removed plants. The Clerk to update Cllrs when this work has been completed.

**RESOLVED:**

**To receive this information.**

**3.8. Community Right To Bid:**

DCC have confirmed receipt of the Town Council's request to register the Sedgefield Methodist Church building. DCC will now begin to process this request. The Clerk to keep Cllrs updated regarding this matter.

**RESOLVED:**

**To receive this information.**

**3.9. Epitaph Training:**

Training for the Clerk and the Gardening Supervisor is to be scheduled for a time when outdoor work quietens down. The Clerk to keep Cllrs updated on this matter.

**RESOLVED:**

**To receive this information.**

**3.10 STC Delegation Scheme:**

The Council's Delegation Scheme has been updated as agreed at the last P&R Committee meeting.

**RESOLVED:**

**To receive this information and to close this matter.**

**3.11 Cemetery Lodge:**

The current tenants have requested to extend their stay until the end of December 2015 as they finalise visa arrangements. The Clerk has instructed Dowens to seek to relet the property immediately after this for a further 6 months.

**RESOLVED:**

**To receive this information and to close this matter.**

**3.12 Fly A Flag:**

The Clerk has asked NALC to inform the Town Council when a smaller sized Commonwealth flag is introduced for this initiative.

**RESOLVED:**

**To receive this information and to close this matter.**

**3.13 DCC Taxi Licensing Policy:**

No comments were forwarded to the Clerk.

**RESOLVED:**

**To receive this information and to close this matter.**

**3.14 DCC Draft Rights of Way:**

The Clerk has submitted the Town Council's comments. For response see agenda item 8.2.

**RESOLVED:**

**To receive this information and to close this matter.**

**3.15 Nominations for CDALC:**

The Clerk has forwarded the Town Council's nominations to Mr Steve Ragg.

**RESOLVED:**

**To receive this information and to close this matter.**

**3.16 Sedgefield Racecourse:**

The requested Premises Licence variation was discussed at the Environment Committee on 20<sup>th</sup> July 2015. See correspondence 8.8.

**RESOLVED:**

**To receive this information and to close this matter.**

**3.17 DCC Contaminated Land Strategy:**

This was considered at the Environment Committee on 20<sup>th</sup> July 2015.

**RESOLVED:**

**To receive this information and to close this matter.**

**3.18 Proposed New Website:**

The Clerk has circulated to all Cllrs the proposed word-only based content for the proposed new Town Council website. The Clerk and Personnel Committee to keep

Cllrs updated regarding this matter.

**RESOLVED:**

**To receive this information.**

**4. Public Participation**

The Chairman, Cllr Gloria Wills, closed the meeting for the public to give views and comments.

Mr Ivan Porter requested clarity from the Town Council on the issue of the lease of Ceddesfeld Hall. He stated this was an issue not only taking up considerable time and effort on behalf of Council staff but is also incurring legal fees on behalf of both parties. He commented that the SCA has been in existence for some 40 years and as a voluntary organization is an asset to the community and one that the Town Council should be proud of. He went on to state during its existence the SCA has had an excellent working relationship with the Town Council until he believed 2 years ago when matters relating to the lease of Ceddesfeld Hall caused a deterioration in that relationship. Mr Porter wanted to know the Council's position on this issue, particularly in light of recent comments from the Town Council stating they would give notice to the SCA to quit and also an item on option iv) in the report from the P&R Committee dated 14<sup>th</sup> September 2015 which calls for a review on how the Hall is being used and how it could be used by the Town Council. Mr Porter asked if the Town Council had a hidden agenda? Cllr Gloria Wills asked for clarification as to how Mr Porter knew about specific recommendations that were contained in a Town Council report yet to be discussed under exempt information. Mr Porter stated he was not prepared to divulge which Councillor had disclosed that information. The Clerk stated there are more options contained within the report other than the example he alluded to.

Mrs Sarah Guest detailed the history to the current lease at Ceddesfeld. Mrs Guest reported that the SCA had tabled to the Town Council a model lease by Community Matters as an alternative. The Town Council had considered this lease but had made the decision the Town Council's lease was better. Mrs Guest stated the model lease by Community Matters is used nationally and meets the needs of similar organisations. Mrs Guest questioned why the Town Council was reinventing the wheel and not considering the model lease more seriously. Mrs Guest felt the proposed Town Council lease had not been fully explained to the SCA despite legal requests over a year ago for this. Cllr Gloria Wills replied that the matter of the lease is yet to be discussed at the meeting and stated that the issue is

more complex than that being suggested through comments at public participation.

Mr Tony Guest gave an explanation of his working background which had involved a number of roles helping Town/Parish Councils in assisting and supporting local groups/organisations. Mr Guest explained that in recent years he has become involved with several groups within Sedgefield citing the SCA, The Sedgefield Plan Steering Group and the Sedgefield Action Group. Work with the Plan Steering Group had resulted in contact with several other groups in Sedgefield some of whom felt there was animosity between them and the Town Council. Mr Guest questioned if this was the case with the lease issue and urged people to return to the negotiating table to progress this matter.

Mrs Carole Scott reported that the Station Road and Ivy Row Residents Alliance had now formally submitted their Station Road Playing Field Evidence File to the Town Council. She thanked the Town Council for considering this file and for now organizing a meeting with the correct officers of DCC in order to then jointly approach NWL in the future. Mrs Scott said the Residents Alliance had formulated some questions which they felt would be useful at an initial meeting with DCC officers and then subsequent discussions with NWL. Copies of these were given to the Clerk. Mrs Scott then stated the Residents Alliance do not wish to see the Town Council handing back to DCC the lease for Station Road Playing Field. The residents have repeatedly over the years asked for the willows on the field to be coppiced but this work was not done until February 2015. Mrs Scott noted that maintenance costs for the playing field was the reason for the Town Council wanting to hand back the lease. The Alliance feel this field is an important area in the Town and the running of it should be remain locally based. Mrs Scott reminded Cllrs that Mr Norman Scott obtained a petition with 139 signatures for people supporting the registering of this area as a village green and the outcome of his application is now awaited. Cllr Wills thanked Mrs Scott for her comments and pointed out the coppicing costs was not the sole reason for seeking to return the field to DCC but was due to a range of issues including the removal of vehicular access to the field due to encroachment. Cllr Wills reiterated that whatever the outcome of the lease issue the Town Council would continue to support Station Road Playing Field as being a key location in the Town.

Mrs Julia Bowles asked why the matter of the Ceddesfeld Hall lease was being considered under exempt information when it had previously been discussed in open meetings? Cllr Wills explained this was because of the complexity and sensitivity of issues now involved in this matter and the length of time that is being taken to find a resolution. Mrs Bowles then spoke about Sedgefield Racecourse and the recently imposed condition that 4 weeks before

and after an event the Racecourse must liaise with the Town Council and the Residents Association. Mrs Bowles asked that it was made clear this liaison should be with a group of concerned residents rather than the Residents Forum which no longer exists. Finally, Mrs Bowles commented that this condition is similar to that which is in place for Hardwick Hall.

Mr Michael King said that he supported the earlier comments made during public participation in relation to the Ceddesfeld Hall lease. He felt rumour and speculation could get out of hand and impact upon the Town Council's reputation. Ceddesfeld Hall is well used and some people feel the current lease situation is an attempt to take this facility away from the public. Mr King stated that such gossip was dangerous. Cllr Wills pointed out that gossip is not always right and for this reason people need to be in receipt of the full facts. The issue of a new lease for Ceddesfeld Hall has been on-going for a very long time and needs to be brought to resolution for all concerned. Cllr Wills recognised that Ceddesfeld Hall is an asset to the community of Sedgefield. This matter is to be discussed by Cllrs later as it is sensitive and there needs to be debate.

Mrs Tooley spoke about the recent Licencing Committee meeting relating to Sedgefield Racecourse. Mrs Tooley read out notes which had been made by her husband as a result of his attendance at the hearing. The new condition of the licence, as referenced by Mrs Bowles earlier, requires the Racecourse to liaise with the Town Council, residents and DCC. It is DCC who will review and have the final say on noise control plans and overseeing noise at events. Mrs Tooley was concerned that some of the wording/statements in this condition were vague. She explained the importance of gathering evidence, collating it and having a robust record. Mr Tooley had expertise and ideas regarding this which may be helpful to consider. Cllr Gloria Wills thanked Mrs Tooley for her offer and asked her to forward any information/proposals to the Town Council via the Clerk.

The meeting was then re-opened.

Cllr David Brown stated that Sedgefield Racecourse is within the Parish of Bradbury and Mordon therefore not a matter for the Town Council, however, other Cllrs disagreed stating the noise from the venue impacts upon Sedgefield residents.

(County Cllr Rachel Lumsdon left the meeting at this point).



## **5. Reports**

### **5.1 Electricity Supply on the Village Green Report by Estates Working Group**

#### **RESOLVED:**

**This report should be considered under Exempt information as it relates to tenders and finance.**

### **5.2 Station Road Playing Field Update Report by Estates Working Group**

Prior to the meeting the Clerk had circulated to all a Station Road Playing Field Update Report by the Estates Working Group. This report detailed the agreement made by the Estates Working Group on 27<sup>th</sup> July 2015 in order to progress this matter, i.e. the Town Council to meet in the first instance with those senior DCC officers with responsibility for flooding mitigation/response, environmental health and asset management to make them aware of the current situation and history in order to agree a joint way forward to then approach NWL. Attached to the report was a letter from the Clerk to those officers dated 24<sup>th</sup> August 2015 which was also copied to County Cllrs John Robinson and Rachel Lumsdon as well as the PAs for the DCC Officers. The Clerk confirmed that she had liaised with one of the PAs who had confirmed all Officers had received their letters and work was underway to identify a meeting.

On 31<sup>st</sup> August 2015 County Cllr John Robinson issued an email to Cllrs Carr and Sutherland, Mr and Mrs Scott, County Cllr Rachel Lumsdon and the Clerk to confirm the setting up of a meeting with NWA on Tuesday 29<sup>th</sup> September 2015 at 10am in the Council Offices to discuss the flooding at Station Road Playing Field. In response to this email Mr and Mrs Scott, on behalf of the Station Road/Ivy Residents Alliance, had emailed the Clerk with a letter for circulation to Town Councillors. This was duly circulated to all Cllrs for their consideration. Cllr Alf Walton asked if County Cllr John Robinson had set this meeting up in his role as County Councillor or Town Councillor. The Clerk explained that Cllr Robinson is currently on holiday, however, she is liaising directly with Ms Alison Foggon of DCC in order to identify a date for a meeting as agreed by the Town Council.

#### **RESOLVED:**

**The Town Council to continue to pursue the approach agreed by the Estates Working Group at its meeting on 27<sup>th</sup> July 2015.**

### **5.3 Council Offices Report by Estates Working Group**

Prior to the meeting the Clerk had circulated to all a Council Offices Report by the Estates Working Group. All Cllrs supported this report. Cllr Chris Lines stated the Town Council is not a big or well resources organization and therefore a fit for purpose website is essential as the Council moves forward. The Clerk confirmed that she and the Personnel Committee are already on progressing the new website as it is essential as the current site is now obsolete.

#### **RESOLVED:**

- i) The “Advice and Information Centre” be removed from the Town Council’s current address.**
- ii) The Town Council’s public opening times be changed with immediate effect to Monday – Friday 9am – 12 noon.**

**Note: Reports related to information exempt from the public are considered under agenda item 9.**

## **6. Financial Matters**

### **6.1 Monthly Accounts: Income (as at 2<sup>nd</sup> September 2015) / Expenditure (as at 2<sup>nd</sup> September 2015 minus unapproved cheques after 10<sup>th</sup> August 2015)**

#### **RESOLVED:**

**The monthly accounts as had been circulated were approved.**

### **6.2 Cheques for approval after 10<sup>th</sup> August 2015**

Details of cheques for approval after 10<sup>th</sup> August 2015 – 2<sup>nd</sup> September 2015 had been circulated to all Cllrs prior to the meeting. The Clerk circulated details of cheques for approval from 3<sup>rd</sup> – 14<sup>th</sup> September 2015.

**RESOLVED: All cheques were approved for payment and duly signed by Cllrs Wills, Carr and the Clerk at the close of the meeting.**

### **6.3. Request To Write Off Bad Debt – Report by Finance Working Group**

Prior to the meeting the Clerk had circulated to all a “Request To Write Off Bad Debt” Report which had been produced upon the advice of the Council’ Internal Auditor. This debt has been carried forward by the Town Council from 26<sup>th</sup> March 2014 for one outstanding debt of £278.65 owed by Barclays Bank Plc for plants and tubs

outside their Sedgefield Branch. Cllr David Brown expressed his disappointment at Barclays. The Clerk confirmed that considerable efforts have been undertaken to recover this debt but all to no avail.

**RESOLVED:**

**The P&R Committee approved the writing off of this historic outstanding debt of £278.75.**

**6.4. Future Work of Internal Auditor – Report by Finance Working Group**

Prior to the meeting the Clerk had circulated to all a report from the Finance Working Group detailing the options for future Internal Auditor arrangements. These options also included costings.

**RESOLVED:**

- i) To re-appoint Mr Gordon Fletcher as the Town Council's Internal Auditor for 2015/16 – 2017/18 and to approve his proposed 3 year work plan based upon 6.5 days of support in 2015/16 and 6 days of support for 2016/17 and 2017/18 as per the**
- ii) The Town Clerk to inform Mr Fletcher.**

**6.5. Medium Term Financial Planning and 2016/17 Budget Setting (letter from Mr Don McLure dated 28<sup>th</sup> July 2015)**

Prior to the meeting the Clerk had circulated to all a letter from Mr Don McLure, m DCC Corporate Director of Resources which contained forecast tax base information to assist Council's with medium term financial planning and 2016/17 budget setting. This information has already been shared and monitored by the Finance Working Group. Finalised information is to be received from DCC later in the year at which point the Finance Working Group will start to prepare a recommendation on the 2016/17 precept request for presentation to a future P&R Committee.

**RESOLVED:**

**To receive this information.**

**6.6. Annual Return 2014/15 – Notice of Conclusion of Audit**

Prior to the meeting the Clerk had circulated to all a letter from BDO the Town Council's External Auditors informing the Council that their audit for the financial year 2014/15 is now concluded and there are no matters requiring the Council's further

attention. BDO have approved the Town Council's Annual Return. Cllrs expressed their thanks to the Clerk and Mrs Julia Rowsby for their work in this annual return and to Ms Jane Young for backfilling other work.

**RESOLVED:**

- i) The Town Council accepted BDO's approval of the 2014/15 Annual Return.**
- ii) The Clerk to display the Conclusion of Audit Notice in the Town for 14 days and before the 30<sup>th</sup> September 2015.**

**6.7. Squash Club Terrace Hill Funding**

Cllr Mel Carr reported to Cllrs that since the CD&E meeting held on 21<sup>st</sup> July 2015, he and Cllr Gloria Wills had met to consider further the releasing of the Terrace Hill funding and also met with Ms Jane Skilbeck of the Squash Club to obtain further information. The projected total cost of the Squash Club's refurbishment and extension project is £190,000 plus VAT. The project is being undertaken in a phased approach in order to allow the Squash Club to continue to operate throughout any building work. The Squash Club are now looking to commence Phase 1 of their project, i.e. the internal alterations required then then proceed to Phase 2. Cllrs Carr and Wills had suggested to Ms Skilbeck that as Phase 1 of this project is expected to cost £30,000 plus VAT that the Terrace Hill funding be released in an associated percentage, i.e. £4,378 plus VAT, with the rest of the funding being released as Phase 2 starts. However, discussions with Ms Skilbeck had found that other match funding could be lost if the total £22,500 from Terrace Hill was not received in entirety. Cllrs Carr and Wills asked fellow Cllrs what happens if the Town Council releases the entire allocation and the Squash Club's project does not reach Phase 2, i.e. the internal alterations take place but the extension is not built. Cllr Chris Lines stated that all work (regardless of Phase 1 or 2) is part of the Squash Club's overall project and work needs to start somewhere therefore the Town Council should release the entire Terrace Hill allocation of £22,500. Cllr David Brown endorsed Cllr Lines' recommendation stating this financial windfall was from Terrace Hill, the Squash Club require the funding now and the Town Council does not want to be accused of keeping money.

**RESOLVED:**

**The Squash Club's Terrace Hill funding allocation of £22,500 be released with immediate effect.**

**6.8. Creating A Mayor's Registered Charity Report by Finance Working Group**

The Clerk circulated to all a report produced by the Finance Working Group detailing why a Mayor's Registered Charity needs to be created and how. It was agreed that this work needs to be progressed as a matter of urgency.

**RESOLVED:**

- i) The P&R Committee delegate powers to the Environment Committee so that this report and its accompanying DRAFT Governing Document be discussed with a view to approval on Monday 21<sup>st</sup> September 2015. In addition, to identify 5 Trustees for the proposed Charity.**
- ii) All Cllrs to consider this report prior to the Environment Committee meeting on 21<sup>st</sup> September 2015.**

**7. Correspondence**

**7.1. Motions for the CDALC AGM (email from Mr Steve Ragg, CDALC dated 23<sup>rd</sup> July 2015):**

Prior to the meeting the Clerk had circulated to all an email from Mr Steve Ragg of CDALC requesting any motions for discussion at the CDALC AGM on 24<sup>th</sup> October 2015 be submitted to him by 18<sup>th</sup> September 2015.

**RESOLVED:**

**To receive this information.**

**7.2 DCC Rights of Way Consultation Response (email from Ms Audrey Christie, DCC dated 3<sup>rd</sup> August 2015):**

Prior to the meeting the Clerk had circulated to all an email from Ms Audrey Christie of DCC in response to the Town Council submitting their comments on the Consultation Draft of the Rights of Way Improvement Plan 2015-18.

**RESOLVED:**

**To receive this information.**

**7.3 PCC Newsletter (letter from Mr Ron Hogg, PCC dated 13<sup>th</sup> August 2015):**

Prior to the meeting the Clerk had circulated to all a letter from Mr Ron Hogg, Police and Crime Commissioner which detailed how to access his new community newsletter.

**RESOLVED:**

**To receive this information.**

**7.4 Register of Disclosable Pecuniary and Other Registerable Interests (letter from Ms Jocasta Lawton, DCC dated 3<sup>rd</sup> August 2015 – previously emailed to all):**

Over the summer the Clerk had circulated to all an email and letter from Ms Jocasta Lawton of DCC instructing Cllrs of their responsibilities to review their Register of Disclosable Pecuniary and Other Registerable Interests and ensure the latest information was held.

**RESOLVED:**

**To receive this information.**

**7.5 Durham Association Newsletter (September 2015):**

Prior to the meeting the Clerk had circulated to all the September 2015 edition of the Durham Association Newsletter.

**RESOLVED:**

**To receive this information.**

**7.6 NALC Larger Local Councils Committee Election 2015 and Conference:**

The Clerk circulated to all an email from Mr Steve Ragg of CDALC dated 9<sup>th</sup> September 2015 detailing the NALC Larger Local Councils Committee Election 2015. Also included in this email were details regarding the “Communities Can Do” Conference on 2<sup>nd</sup> December 2015.

**RESOLVED:**

**To receive this information.**

**7.7 Macrae House Community Centre (email from Mr Steve Ragg dated 4<sup>th</sup> September 2015):**

The Clerk circulated to all an email from Mr Steve Ragg of CDALC dated 4<sup>th</sup> September 2015 detailing that DCC is seeking support for Macrae House Community Centre in Mutton which is a finalist in the Enabling State Competition.

**RESOLVED:**

**To receive this information.**

**7.8 Notice of Determination for Variation of Premises Licence - Sedgfield Racecourse**

The Clerk circulated to all an email from Ms Karen Robson, Senior Licensing Officer of DCC dated 10<sup>th</sup> September 2015 which was accompanied by the Notice of Determination for the variation of a premises licence application for Sedgefield Racecourse as agreed by members of the Statutory Licensing Sub-Committee on 1<sup>st</sup> September 2015. The document stipulates there is a 21 day appeal process through the Magistrates Court if anyone is aggrieved by the decision made by DCC.

**RESOLVED: Cllrs to consider this report and to discuss this at the Environment Committee meeting on 21<sup>st</sup> September 2015.**

**7.9 Dowens Estates Agents (letter dated 10<sup>th</sup> September 2015)**

The Clerk circulated to all a letter from Dowens Estates Agents dated 10<sup>th</sup> September 2015 making the Town Council aware of new legislative requirements in all private rented properties to have smoke detectors fitters to all floors in all properties and co2 detectors to all rooms in properties with any solid fuel appliance.

**RESOLVED:**

**The Clerk to liaise with Dowens to ensure Cemetery Lodge meets the new requirements.**

**8. Training**

**8.1 “Local Council Advisory Service Risk Assessment/Health and Safety Training Course” 16<sup>th</sup> July 2015 – Report by Community Development Officer**

Prior to the meeting a report by the Community Development Officer detailing her recent attendance at a Local Council Advisory Service Risk Assessment/Health and Safety Training course had been circulated to all for their information.

**RESOLVED:**

**To receive this information.**

**8.2 “Focus on Kinship Care: Better Outcomes For Children” (email and attachment from Mr Steve Ragg dated 25<sup>th</sup> August 2015):**

Prior to the meeting the Clerk had circulated to all information supplied by Mr Steve Ragg detailing a “Focus on Kinship Care: Better Outcomes For Children” event on Wednesday 23<sup>rd</sup> September 2015 at Durham Community Association.

**RESOLVED:**

**To receive this information.**

Cllr Wills explained that due to the confidential nature of the following item this would be discussed

under Exempt Information and as such had any members of the press or public been in attendance at the meeting they would have been requested to leave the meeting (Section 1 Sub Section (2) of the Public Bodies (Admission to Meetings) Act 1960).

**9. Consideration of Reports Exempt from Public:**

**10. Tenders:**

The Chair thanked everyone for attending and closed the meeting at 10.08pm.



# SEDGEFIELD TOWN COUNCIL

## ESRG PRESENTATION

Minutes of the proceedings of the **SPECIAL TOWN COUNCIL MEETING**

held at 6.15pm in the **Council Offices**, Advice & Information Centre,

Sedgefield, on

**Monday 21<sup>st</sup> September 2015.**



- Present**                    **Cllr. Mel Carr (Chairman) and**  
Cllrs. Allan Blakemore, Mark Cant, Lynne Dentith, Chris Lines, Alf Walton and Gloria Wills
- Officer**                    Dr Jane Ayre (Town Clerk)

**1. Apologies**

Cllrs. David Brown, Vanessa Carmichael, Ian Sutherland and Dudley Waters  
County Cllr Rachel Lumsdon

**2. Declaration of interest**

None.

**3. ESRG To Present Amended Proposals For Land Behind Sainsbury's And Beacon Lane**

Cllr Mel Carr explained to Cllrs and the public in attendance that the purpose of the meeting was for ESRG to present their latest proposals for the land behind Sainsbury's and Beacon Lane. The meeting was for information purpose only. At the end of the ESRG's presentation Councillors will be allowed the opportunity to ask questions and if time permits, as the meeting must close by 6.50pm, then members of the public will also get a similar opportunity. Cllr Mel Carr handed over to Mr Colin Haylock.

Mr Colin Haylock introduced himself and explained he was representing Haylock Planning & Design. He introduced his colleagues who were also in attendance as follows:

- Ms Katie Shepherd, Graden Architect
- Mr David Evans and Mr Tony Copsey, ESRG
- Mr Jeff Ayre

Mr Haylock thanked the Council for the opportunity to deliver this presentation which would be structured as follows:

- Reiteration of the key features of the original planning application originally presented to the Town Council in June 2014;
- Explanation of why amendments have been made to the planning application;
- Explanation of the amendments made to the planning application (including what has been retained and what has changed) in order to maximize the benefits to Sedgefield whilst minimizing the impacts.

Mr Haylock reminded Cllrs that an earlier presentation had been given to the Council in June 2014 which had then been followed by a public event at Sedgefield Racecourse. Following both of these events a planning application had been submitted to DCC but had not been determined. The planning application comprised of two areas – the Salters Lane site and the Beacon Lane site. ESRG had submitted this application in the belief this proposed development offered a different approach to meeting the 470 dwellings stipulated by DCC as required in Sedgefield. It was felt this alternative approach had less environmental impact upon the Town and offered more than just house building.

(Cllr Lynne Dentith joined the meeting at this point).

Mr Haylock went on to remind Cllrs of the vision of the Master Plan presented in June 2014 whereby the Beacon Lane site contained within it extended residential care accommodation and bungalows while the Salters Lane site had within it a youth facility, an employment hub and housing, i.e. the proposed development contained more than just housing. This planning application had been developed by listening to the views of residents who expressed a wish to see accommodation for older people, bungalows, affordable housing, executive housing and the opportunity for self-build housing. DCC had stipulated in their Local Plan a requirements for 470 dwellings in the Town and the ESRG proposal delivered this but in the form of a mix of options and type. The proposal sought to deliver more than just housing by including the employment hub to develop jobs and youth, providing more employment floor space behind the existing Industrial Estate. This planning application was submitted to DCC.

Mr Haylock then explained that the amendments to this planning application due to be presented later had come about as a result of several factors as follows:

- The Town Council and residents stating they wanted no more than 300 dwellings;
- The Inspector's Interim Findings of the County Durham Local Plan who had stated there should be a reduction in Sedgefield's housing allocation;
- The recently refused Eden Drive planning applications (which had also been amended from their original plans) had only reduced the numbers of dwellings within their plans;
- DCC had validated ESRG's original planning application in October 2014 but had not given their detailed views on this application until just prior to the date at which the Planning Committee considered the Eden Drive applications in July 2015. Those detailed views included reference to intrusion into the countryside due to lack of defining edge to the ESRG proposed development and other comments. All of which have now been considered by ESRG;
- The Sedgefield Plan and its contents.

As a result of the above factors Mr Haylock explained that ESRG had responded by amending their original planning application as follows:

- Reducing the number of dwellings to 300;
- Retaining within the application a diversity of housing (mix, size etc);
- Heavily landscaping the edge of the development to ensure there is a boundary;
- Providing more open space within the development area;
- Retaining the employment hub;
- Retaining the community and youth proposals;
- A stronger integration of the aging population facility by moving it closer to Sainsbury's;
- Returned to broad principles of what is where rather than the precise detail of everything;
- Removed the development near to the cemetery area in order to reduce impact on views;

Mr Haylock explained ESRG have considered the objectives of The Sedgefield Plan as well as the desire to have no more than 300 new dwellings and for these to essentially be built on brownfield sites. ESRG had recognized there were lots of good aspirations within the Plan but questioned how they would actually be achievable. ESRG are not wanting to impact upon green spaces and do not want to see the Town joining up with anywhere else. The proposed development would include within it open spaces and protect the views of the

Town. The range of housing proposed would allow children to grow up in Sedgefield, live in Sedgefield and become old in Sedgefield. There are direct propositions for young people and a community facility. There is lots of soft infrastructure within the proposed development as well as lots of accommodation for older people and strengthening employment opportunities. Mr Haylock stated that he hoped this development would provide lots of things which the residents were looking for. He also pointed out that smaller developments on brownfield sites are difficult to achieve and would find it hard to achieve the aspirations of The Sedgefield Plan. This concluded Mr Haylock's presentation.

Cllr Mel Carr thanked Mr Haylock for his presentation and opened the meeting up to Councillors for their questions.

Cllr Mark Cant asked how the employment and youth facilities included within the proposal would be paid for. Mr Haylock explained there are a number of sites for community development within the proposal with a commitment to the employment hub and the youth facility. There is further available land within the development for consideration as to how it will be used. Mr Ayre explained that Teesside University have got their own funding in order to develop an Architectural School in the area at a later date. Mr Copsey stated that community facilities will be built first before any work starts on housing. Mr Haylock concluded that phasing will be made clear in the planning application.

Cllr Gloria Wills asked if there was an opportunity for the Town Council to take over the running of any youth facility on a peppercorn long-term rent? Mr Ayre said there was this option as it was better for such facilities to be run locally. Cllr Wills then asked if these differing community facilities do not happen then will further houses be built instead. Mr Ayre stated definitely not.

Cllr Chris Lines stated that the presentation had done nothing to allay his fears regarding the appropriateness of this site. He believed the revisions made to the planning application made it possible in the future for this site to be scaled up and expanded. Cllr Lines stated this site opposed the views of residents as found in the site survey preference consultation undertaken by the Neighbourhood Plan Steering Group. Regardless of the facilities and infrastructure being cited Cllr Lines said that he was totally opposed to this area of the Town being built upon. He expressed his concern that this proposal was the thinner end of a bigger wedge.

Cllr Lynne Dentith asked for the timescales for the development of this proposal. Mr Ayre

said the development would be phased in three areas over 10 years for total completion.

Cllr Allan Blakemore said he felt demeaned by the presentation. He believed the changes made to the original application were negligible. He stated that in no way did this proposal reflect the views and aspirations of the public as stated in the Neighbourhood Plan, in fact this development would expand the boundaries of the Town beyond where they should be. With regard to employment opportunities Cllr Blakemore stated that such facilities are already there at NETPark. He asked who would be responsible for employing and paying people to run the youth facilities as providing a building was one thing but running and maintaining such a facility was another issue. Cllr Blakemore said there are already two areas in the Town for sheltered accommodation. Cllr Blakemore took issue with Mr Haylock having made reference to “bits of agricultural land” in his earlier presentation as Cllr Blakemore said this is Sedgefield to the people who live in the Town. Finally, Cllr Blakemore said the presentation had tried to convince people that The Sedgefield Plan had been read but the proposals being put forward in no way matched what was wanted by the community.

Cllr Gloria Wills said that for years the Town has been plagued by double decker buses shipping people into the Community College. She said it was a real concern to people that this situation would continue and increase. She believed the best access to the school was along the road proposed within ESRG’s plans. She asked if the industrial site could be moved and used by/shared with the buses? This was a potential long-term solution to the current situation and asked for it to be considered. Cllr Wills also stated that there is no nursing home in Sedgefield currently and such a facility would be a plus to the Town and mean that people do not have to be moved out of the Town and away from family/friends. She also welcomed the inclusion of bungalows as none have been built in the Town for some considerable time. Cllr Wills did express her concerns that building commences and some of the community facilities do not arrive but their place is instead taking up by further housing. Finally, Cllr Wills pointed out to fellow Cllrs that central government have said that building will happen on green field sites. She believed this proposal offered something to the Town.

Cllr Alf Walton asked if the boundary to the proposed development is definite. He was concerned about the impact upon surrounding agricultural land. Cllr Walton said that further housing will be built in Sedgefield and he believed this location did not intrude on the Town and its views. Mr Colin Haylock stated that everyone is entering an interesting time as The Sedgefield Plan has now been submitted formally to DCC. Within the Plan is quoted the

acceptance of 300 new dwellings. It is unknown what DCC will say in terms of the least number of houses they will expect, i.e. the bottom figure. Mr Haylock asked the question where could 300 houses be built within the areas identified in the Plan and pointed out that DCC have previously refuted some of the sites identified.

Cllr Allan Blakemore stated that the Neighbourhood Plan already clearly states the Town's aspirations and it is not the role of the Town Council or community to deliver those aspirations. Sedgefield has clearly and consistently stated that it will accept 300 new dwellings. DCC have, through their Draft Local Plan, stated it wanted to see 470 new dwellings in the Town. When taking this information collectively this does state the bottom figure. Cllr Blakemore reiterated The Sedgefield Plan clearly states that development is not wanted in this area of the Town.

This concluded the questioning by Cllrs. Cllr Mel Carr opened the meeting and asked if any members of the public had any questions.

Mrs Pauline Tweddell asked for clarification regarding the timescale for the development of the site. Ten years had been mentioned and she asked if people were expected to live in a building site during that time. Mr Ayre replied that ten years is the time required to complete all three phases within the development. He said the community facilities and retirement village would be built first. He also said that there were a number of programmes in place underpinning the proposal which explained the phasing.

Mrs Sarah Guest requested an explanation of the %s of the different types of housing being proposed within the development. Mr Ayre replied that within the proposal will be 32 bungalows made up of a mix of detached and semi-detached properties. He then stated that there will be up to 40 self-build plots available which can then be developed to meet the requirements of those individuals who purchase them. Mr Ayre stressed that community buildings would be built first before any house building started.

One gentleman asked if this development had a name. Mr Ayre replied this development is known as AdvantageSedgefield.

Mrs Carole Scott asked what number of the proposed houses would be affordable housing. Mr Ayre replied that up to 15% of the housing will be affordable as required by DCC.

**RESOLVED:**

- i) To receive this information.**
- ii) Mr Colin Haylock to forward to the Clerk an electronic copy of his powerpoint presentation which she will duly forward to all Cllrs for their information.**

The Chair thanked everyone for attending and closed the meeting at 6.51pm.

# SEDGEFIELD TOWN COUNCIL

## COMMUNITY DEVELOPMENT & ENGAGEMENT



Minutes of the proceedings of the **SEPTEMBER COMMUNITY DEVELOPMENT & ENGAGEMENT COMMITTEE** of the **Council** held following the Environment committee meeting in the **Council Offices**, Advice & Information Centre, Sedgefield, on **Monday 21<sup>st</sup> September 2015.**

**Present**                      **Cllr. Allan Blakemore (Chairman)**  
**Cllr Lynne Dentith (Vice Chair) and**  
Cllrs. David Brown, Mark Cant, Mel Carr, Tim Jeanes, Chris Lines, Alf Walton,  
Gloria Wills

**Officer**                      Dr Jane Ayre (Town Clerk)

**1. Apologies**

Cllrs. Vanessa Carmichael, Ian Sutherland and Dudley Waters

**2. Declaration of interest**

None.

(Cllr Tim Jeanes joined the meeting)

**3. Matters of Information**

**3.1 Draft Grant Funding Policy:**

Cllr Allan Blakemore and the Community Development Officer to arrange to meet in the Autumn to progress this matter. The Clerk to keep Cllrs informed of progress.

**RESOLVED:**

**To receive this information.**

**3.2 Apple Orchard:**



The Community Development Officer and the Gardening Supervisor have been tasked to work together to agree on 6 additional trees for the Winterton Orchard and to apply for these through the Tree Grant Scheme later in the year.

The Estates Working Group have been tasked to consider and draft a Town Council Tree Policy to be brought back to a future Environment Committee meeting.

The Clerk to keep Cllrs informed of progress.

**RESOLVED:**

**To receive this information.**

**3.3 31<sup>st</sup> October 2015 Fireworks Event:**

A Fireworks Working Group meeting was held on 24<sup>th</sup> August 2015. G2 Fireworks have been booked for 31<sup>st</sup> October 2015. See agenda item 5.4 for further update.

**RESOLVED:**

**To receive this information and close this matter.**

**3.4 Replacement Gazebo Cases:**

Ten replacement gazebo cases have now been ordered and received.

**RESOLVED:**

**To receive this information and close this matter.**

**3.5 Request To Film At The War Memorial:**

The Clerk had informed Mr Looker that the Town Council were happy for filming to take place at the War Memorial. LA Productions have now confirmed that filming will take place entirely in Merseyside due to scheduling issues. The Clerk has informed Rev Gobbett.

**RESOLVED:**

**To receive this information and close this matter.**

**3.6 Sedgefield Scarecrow Competition:**

The Clerk had informed Ms Davey of the Council's decision. The event has subsequently taken place and been a success.

**RESOLVED:**

**To receive this information and close this matter.**

**3.7 Sedgefield Squash Club – Request For Terrace Hill Money:**

This matter was discussed at the P&R Committee on 14<sup>th</sup> September 2015.

**RESOLVED:**

**To receive this information and close this matter.**

(Cllr David Brown joined the meeting)

**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 present had any comments to make. The meeting was then re-opened.

**5. Reports**

**5.1 Grants Funding Update Report by Community Development Officer**

Prior to the meeting a Grants Funding Update Report by the Community Development Officer had been circulated to all. The Clerk reported that an outcome is still awaited from DCC in relation to the Delivering Differently grant funding application.

Cllr Gloria Wills requested further information regarding the Sedgefield In Bloom Ceddesfeld Park Entrance project for which £2,000 was being sought from the CDCF. Cllr Wills reminded everyone of the need for the Council to know in advance what funding was being sought and why. She also pointed out that prior approval must be obtained before any work is undertaken. Cllr Alf Walton and Clerk explained that work undertaken by the Bloom Group was also on the Environment Committee's agenda for later that event. The Clerk reiterated the importance of the Council having a Grant Funding Strategy in place and Cllr Blakemore confirmed that he will work with the Community Development Officer to oversee the production of this.

Cllr Mel Carr drew everyone's attention to Lafarge and suggested they could be a possible funder for refurbishing footpaths around the Hope Inn, the Hardwick Arms and more in the Town. It was agreed this was a good idea and should be explored.

**RESOLVED:**

- i) To receive this information.**
- ii) The Community Development Officer to supply further information regarding the Ceddesfeld Park Entrance project.**
- iii) No Bloom work to be undertaken without necessary prior approval.**
- iv) The Community Development Officer be requested to explore Lafarge as an option for funding refurbishment of footpaths in the Town and report back to a future Community Development & Engagement Committee meeting.**

**5.2 Emergency Foodbank Update Report by Town Clerk**

Prior to the meeting an Emergency Foodbank Update report by the Town Clerk had been circulated to all for information. The Clerk reported verbally that since the production of the report a further emergency foodbox had been issued by the Council. The Clerk confirmed the work related to this service is not onerous on the Town Council staff.

**RESOLVED:**

- i) To continue to provide this service from the Town Council Offices on Wednesday mornings.**
- ii) The Clerk to inform Durham Christian Partnership and Mr Michael King of this decision.**

**5.3 Eden Drive Adult Gym Proposal by Community Development Officer**

Prior to the meeting an Eden Drive Adult Gym Proposal by the Community Development Officer had been circulated to all for information. Cllr Allan Blakemore expressed his reservations not about getting the equipment but that £10,500 was a mere drop in the ocean when buying such items. Cllr Blakemore felt that Cllrs required far greater detailed information regarding match funding.

Cllr Lynne Dentith wanted to know the long-term commitments that would fall upon the Town Council from such a proposal citing insurance and maintenance costs as just two examples.

Cllr Chris Lines commented that this type of facility has been talked about for some time. Within the report presented was reference to community consultations are on-

going. Cllrs need to know what these consultations are, who they are with and what the findings are.

Cllr Blakemore concluded the report is not detailed enough to be considered and the Community Development Officer should be asked to reconsider and update accordingly.

Cllr Gloria Wills requested the Town Council ensure that the Section 106 money of £10,500 be ring-fenced for the Council to use within Sedgefield. Cllrs agreed the Clerk should request this money be preserved for Sedgefield while the Town Council continues to consider options linked to healthy living.

Cllr Mark Cant suggested that thought is also given as to how £10,500 could be spent providing a facility which then does not require any on-going maintenance. For example, marker signs/posts can be displayed at 1 mile intervals which make it clear to walkers/runners the distance they have covered.

**RESOLVED:**

- i) The Clerk to write to DCC seeking reassurance this money is ring-fenced for use within Sedgefield as the Town Council is continuing to explore options.**
- ii) The Community Development Officer re-write the report with more detail of the consultations undertaken and their findings, the funding mix options, the longer-term financial implications for the Council plus potential for facilities without on-going maintenance costs.**
- iii) The Community Development Officer to liaise with Cllr Allan Blakemore prior to re-presenting the report to a future Community Development & Engagement Committee meeting.**

**5.4 Sedgefield Town Council's Fireworks Display 31<sup>st</sup> October 2015 Update by Fireworks Working Group**

Prior to the meeting the Fireworks Working Group had circulated to all an Update Report in relation to the Town Council's annual fireworks event on 31<sup>st</sup> October 2015. The Clerk verbally reported that since this report had been issued the following actions have taken place:

- The Clerk has met on-site at Ceddesfeld with Jitu Desai of G2 Fireworks on ??

to agree timings for setting up and clearing the site;

- The British Red Cross have been booked to provide first aid cover;
- AES have been booked for providing stewards;
- Letters have been sent to Durham Constabulary, Durham & Darlington Fire & Rescue, the SCA, Tees Valley Airport and Sedgefield Doctors informing them all of this year's event;
- Tickets have been printed and numbered;
- Contact has been made with schools to ensure they are happy to sell tickets again (plus include a reference to the event in their monthly school newsletters);
- Publicity materials have been designed and are being printed;
- The event's Action Plan and Risk Assessment is being continuously reviewed;
- The next Fireworks Working Group will take place on Wednesday 30<sup>th</sup> September 2015 at 9am.

Cllr Mark Cant requested the Town Council rethink its approach to admission charging at this event in order to ensure it cannot be a loss leader. Cllr Gloria Wills stated she understood from a business perspective more money could be made from this event, however, the fireworks display is a community event for this Town from the Town Council. The event is budgeted for each year by the Council. Cllr Chris Lines stated this event is an investment in the community and not one which is designed to make a profit. Cllr Lines commended the Clerk and her staff plus the Fireworks Working Group for making this a more robust and resilient event. Cllr Alf Walton reiterated that last year's event broke even. Cllr Allan Blakemore stated the fireworks display is a service which is provided by the Town Council for the community. Cllr Blakemore suggested that the funding for this event be considered when the Town Council sets the 2016/17 budget. It was agreed this was the most sensible approach.

Cllr Mel Carr asked if the Halloween Howler competition would be run again this year as it had proved to be very successful previously. The Clerk confirmed that this competition will be part of this year's event.

Cllr Gloria Wills informed Cllrs that when the Fireworks Working Group had met on-site with G2 Fireworks there had been the suggestion of potentially lighting up Ceddesfeld Hall in a mini-Lumiere style display. Cllr Wills asked if any costings had been supplied by G2 for this. The Clerk confirmed that nothing had been received and she would chase this matter up. Cllrs agreed that such an additional feature would

something extra to the event. Cllr Chris Lines suggested that in other years when the event coincides with Lumiere an approach be made to Artichoke to see if they would be interested in organizing a pre-promotion event. This was also agreed as a good idea.

**RESOLVED:**

- i) To receive this information.**
- ii) The Finance Working Group to consider the 2015 event's outcome when setting the 2016/17 budget.**
- iii) The Clerk to liaise with G2 regarding building illumination request.**

**5.5 Town Council Coach Trip – Verbal Update by Town Clerk**

The Clerk reported that the Community Development Officer has now arranged for the next Town Council coach trip to take place on Wednesday 4<sup>th</sup> November 2015. The coach will leave Sedgfield Parish Hall at 8.45am for York with the coach leaving York at 4.30pm for the return journey. A 53 seater coach has been hired. Tickets are now on sale and there have been lots of enquiries regarding this trip.

**RESOLVED:**

**To receive this information.**

**6. Correspondence**

**6.1 Progress and Open Day (email from Ms Caroline Short dated 9<sup>th</sup> September 2015)**

The Clerk read out an email from Ms Caroline Short dated 9<sup>th</sup> September 2015 to the Council's Community Development Officer. Ms Short reported that steady progress is being made by the young people working at the Winterton allotments to paint the cabin and surrounding fence. The weather has affected regular attendance, however, this project will be completed.

Ms Short also informed the Council of an Open Day which is taking place in Ferryhill (specific venue not yet known) on Tuesday 20<sup>th</sup> October 2015 to make people aware of the wide range of services undertaken by the young people involved in their scheme as well as the range of interventions and activities available. This invitation is extended to all Cllrs.

**RESOLVED:**

- i) To receive this information.**
- ii) When more specific details are known of the Open Day these are to be shared with all Cllrs.**

The Chair thanked everyone for attending and closed the meeting at 7.20pm.

# SEDGEFIELD TOWN COUNCIL

## ENVIRONMENT



Minutes of the proceedings of the **SEPTEMBER ENVIRONMENT** of  
the **Council** held at **7 pm** in the **Council Offices**, Advice &  
Information Centre, Sedgefield, on **Monday 21<sup>st</sup> September 2015**.

**Present**                    **Cllr. Alf Walton (Chairman) and**  
Cllrs. Allan Blakemore, David Brown, Mark Cant, Mel Carr, Lynne Dentith, Tim Jeanes,  
Chris Lines, Gloria Wills

**Officer**                    Dr Jane Ayre (Town Clerk)

### 1.     **Apologies**

Cllrs. Vanessa Carmichael, Ian Sutherland and Dudley Waters

### **Additional Items:**

Cllr Alf Walton reported that several additional items will be considered at after Item 7 of the agenda as follows:

1.     Planning applications deferred from the Monthly Meeting held on 14<sup>th</sup> September 2015 (circulated previously to all Cllrs)
2.     Sedgefield Racecourse Licence Decision deferred from P&R Committee Meeting held on 14<sup>th</sup> September 2015 (circulated previously to all Cllrs)
3.     Creating a Mayor's Charity Report deferred from P&R Committee Meeting held on 14<sup>th</sup> September 2015 (circulated previously to all Cllrs)

### **RESOLVED:**

**To consider these additional items.**

### 2.     **Declaration of interest**

None

### 3.     **Matters of Information**

#### 3.1     **North End Grass Verge:**

Since the last Environment Committee meeting Cllr Alf Walton has continued to monitor the holes in this area. Only recently has one additional hole appeared and



this will now be packed like the others. Cllr Walton will will continue to monitor the area.

**RESOLVED:**

**To receive this information.**

**3.2 Sedgefield Cemetery:**

No response (despite follow-up requests) has yet been received to the letter of enquiry submitted to Mr Gerard Darby regarding the gifting or asset transfer from DCC to the Town Council of land/footpath running between the cemetery and the allotments which was the former entrance to the College. This letter also requested the same in relation to Butterwick Allotments and the triangular piece of land between the allotments and Butterwick Lane. The Estates Working Group will consider Mr Darby's response when received and bring a report back to a future Environment Committee meeting.

**RESOLVED:**

**To receive this information.**

**3.3 Public Participation:**

Work is on-going to determine the ownership of the lane/paths opposite the Dunn Cow. The Clerk to inform Cllrs of the findings from ownership investigations.

**RESOLVED:**

**To receive this information.**

**3.4 4 South View, Sedgefield:**

DCC permission is being sought. DCC have requested further information from the Town Council and this has been duly supplied. The Clerk to keep Cllrs informed regarding this matter.

**RESOLVED:**

**To receive this information.**

**3.5 Delivering Differently:**

Sedgefield In Bloom have now purchased two self-watering tubs and these are being

trailed by the Gardening Supervisor. Initial feedback from the Gardening Supervisor has been extremely positive and a future recommendations report will be brought to an Environment Committee meeting.

**RESOLVED:**

**To receive this information and to close this matter.**

**3.6 Rat Boxes:**

Cllr Alf Walton is now in discussions with Mr Shane Roxby of DCC and is monitoring the grounds of Ceddesfeld Hall for rat movements. Cllr Walton to keep Cllrs updated on this matter.

**RESOLVED:**

**To receive this information.**

**3.7 Public Participation:**

The Clerk has liaised with CDALC who have confirmed that training for Cllrs on declarations of interest is currently being developed and will take place in November 2015. Information will be included in Cllrs October Committee packs.

**RESOLVED:**

**To receive this information and to close this matter.**

**3.8 Sedgefield Conservation Area Character Appraisal:**

The Clerk had forwarded to all Cllrs copies of Ms Miller's presentation.

The Clerk had also made Ms Miller aware of current issues in relation to Pizza Castle and requested her assistance. Ms Miller had responded on 12<sup>th</sup> August 2015 stating her colleague Ms Valerie Robson had visited Pizza Castle and although the bins were in an unsightly position the area did appear tidier than before. There is no planning legislation that can be used to insist upon a covering structure being erected but the main planning enforcement team may be able to pursue a S125 untidy land notice to at least oblige the business owner to keep the area tidy if this continue to be an issue. Cllrs commented that since this update an area of concrete has been laid outside the property and the area is now tidier. It was agreed to keep monitoring this site and if necessary consider further action in the future.

Ms Miller had, also on 12<sup>th</sup> August 2015, provided an update on the character appraisal work. The work was progressing well. They had undertaken a toolkit character assessment survey on four out of the six character areas with help from the Sedgefield Civic Trust and History Society volunteers. An advert had been placed in the August Sedgefield News which had generated some more interest in the project and new volunteers taking part. Ms Miller extended her thanks for Cllrs Carr, Wills and Waters for getting involved. Ms Miller had also completed about 50% of the building by building Article 4 survey which had highlighted the dominance of good traditional features in the Town as well as a few not so good alterations. Once this work is completed it will provide Ms Miller with a better idea of the effectiveness of the special planning control, whether this should be continued or expanded, and also any planning enforcement issues. Ms Miller will continue to keep the Council updated as the project develops.

**RESOLVED:**

**To receive this information and to close this matter.**

**3.9 Pizza Castle:**

The Clerk had made Ms Kelly of DCC Environmental Health aware of the recent sightings at Pizza Castle of large oil drums and an abandoned door. No further information had been received from DCC, however, in 3.8 it was acknowledged the area is now tidier and will continue to be monitored.

**RESOLVED:**

**To receive this information and to close this matter.**

**3.10 Grass Cutting Map:**

Work is on-going by DCC to produce a grass cutting map for the Town Council.

**RESOLVED:**

**The Clerk to chase this map in order to ensure it is considered by Cllrs before the need to go out to tender for the 2016/17 grass cutting season.**

**3.11 Parking Next to the Hope Inn:**

The Clerk had written to Mrs Williams informing her that discussions are underway with a DCC Officer regarding parking on the village green. This matter will now be

progressed via the Estates Working Group with an update/recommendation being brought to a future Environment Committee meeting when appropriate.

**RESOLVED:**

**To receive this information and to close this matter.**

**3.12 Sedgefield In Bloom:**

The Clerk had made PC Keith Todd aware of the Bloom's concerns regarding the Beacon flowerbed and noise comments in relation to the Crosshills for consideration through Pub Watch. The Clerk had also suggested these matters could be considered at the PACT meeting.

**RESOLVED:**

**To receive this information and to close this matter.**

**3.13 Proposed Path Changes To Public Bridleway No 33:**

The Clerk had informed Mr Owen Shaw of DCC that the Town Council had no objection to the proposed change to Bridleway 33.

**RESOLVED:**

**To receive this information and to close this matter.**

**3.14 Wild Cherry Trees:**

The Clerk had informed Ms Marshall-Ivens that the Town Council is happy for Butterwick Trees to collect the seeds as per her request.

**RESOLVED:**

**To receive this information and to close this matter.**

**3.15 Headstones in St Edmund's Churchyard:**

The Clerk had written to Ms Mary Pinchbeck-Iredale in response to her recent letter.

**RESOLVED:**

**To receive this information and to close this matter.**

**3.16 New Premises Licence – Former Little Chef A177:**

The Clerk had informed Ms Carol Graham of DC that the Town Council had no

objection to this application.

**RESOLVED:**

**To receive this information and to close this matter.**

**3.17 Variation to Licence – Sedgefield Racecourse:**

The Clerk had submitted to DCC a letter of objection and prepared informative letters for nearby residents which were distributed by Cllr Ian Sutherland.

**RESOLVED:**

**To receive this information and to close this matter.**

**3.18 Sedgefield Action Group:**

The Clerk had forwarded to the Sedgefield Action Group a cheque for £99.

**RESOLVED:**

**To receive this information and to close this matter.**

**3.19 Tree works at Butterwick Allotments and North End:**

AW Treecare have been informed they have the successful tender. Work is currently underway to identify if any trees are covered by protection in order to schedule the work. Cllr Alf Walton also informed Cllrs that whilst this work is being undertaken the branches in the recycle bays will be shredded. The Clerk to keep Cllrs informed regarding progress.

**RESOLVED:**

**To receive this information.**

**4. Public Participation**

The Chairman closed the meeting whilst the public gave their views and comments. No members of the public present had any comments to make. The meeting was then re-opened.

**5. Reports**

**5.1 Roundabouts Report by Cllr Alf Walton**

Prior to the meeting Cllr Alf Walton had circulated all a Roundabouts Report which he had prepared in which he raised his concerns regarding the state of the Sands Hall roundabout and the former Little Chef roundabout which are both sponsored by Sainsbury's. Cllr Walton had prepared a short powerpoint presentation which compared this roundabouts to others around the County which are sponsored by various organisations through DCC's sponsorship scheme. In addition, Cllr Walton circulated information which clearly stated that all money raised by DCC through this scheme will be put towards the planting and maintenance of each individual sponsored roundabout.

Cllr Chris Lines agreed that the mini-roundabouts at Hardwick Park and Winterton are in stark contrast to the larger roundabout on the periphery of Sedgefield. In addition he expressed his concerns regarding safety as the larger roundabouts appeared to be very overgrown.

Cllr Mel Carr cited the example of the grass verges on the West Auckland bypass and the Oakley Cross roundabout where wildflowers have been planted and allowed to grow naturally. Cllr Mark Cant supported such a proposal for Sedgefield. Cllr Tim Jeanes cited a similar example in Hartlepool.

**RESOLVED:**

**The Clerk to contact DCC and forward Cllrs concerns regarding the state of the two larger roundabouts at Sedgefield and request these be reviewed and state the Town Council are keen to be involved/have a say in any future plans.**

**6.2 Ceddesfeld Hall: Arched Ivy Wall Report by Cllr Ian Sutherland**

Prior to the meeting a report had been circulated to all by Cllr Ian Sutherland regarding the Arched Ivy Wall at Ceddesfeld Hall. Cllr Alf Walton expressed his concern about ivy being removed from walls and the damage that was then done to the wall. Cllr Gloria Wills asked who gave the Bloom Group permission to do this work as it was then unfair to expect either the Town Council or the SCA to pay subsequent repair bills Cllr Mel Carr suggested that grant funding may be found in order to repair this wall as previously funding requests had been declined for St Edmund's due to the religious link. Finally, Cllr Mark Cant suggested that an alternative way to deal with ivy would be to severely strim it right back with a hedge strimmer and this will control the ivy growth without damaging the wall.

**RESOLVED:**

- i) The Clerk to request Mr Neil Kearton provides a quotation for repointing the wall and this be considered at a future Environment Committee meeting.**
- ii) A letter be sent to the Bloom Group reminding them that no work should be undertaken on property without prior permission.**
- iii) The above point to be reiterated when the Town Council has its next Joint meeting with the Bloom Group on Thursday 15<sup>th</sup> October 2015.**
- iv) The Clerk to task the Community Development Officer to identify potential funders for the cost of repairing the arched wall at Ceddesfeld Hall.**

**6.3 A177 Junction Report by Cllr Alf Walton**

Prior to the meeting an A177 Junction Report by Cllr Alf Walton had been circulated to all. In this report Cllr Walton outlined his concerns regarding the recent changes to the road layout and the number of very serious traffic accidents since. As an individual Mr Walton had contacted County Cllr John Robinson who had subsequently arranged for a meeting with DCC Highways, Durham Constabulary, Mr Phil Wilson's Office and County Cllr Rachel Lumsdon on Friday 2<sup>nd</sup> October 2015 at 10am in the Council Offices at Sedgfield. Invitations had also been sent to Cllr Mel Carr and the Town Clerk. Cllr Wills sought clarification as to whether this meeting had been set up on behalf of the Town Council or in Mr Robinson's role as County Councillor. Cllr Walton clarified this meeting had been set up in Mr Robinson's role as County Councillor and it was agreed that official Town Council representation would be better rather than Cllrs attending as individuals. This was agreed. A discussion took place regarding the current situation and suggestions for improvement included a review of existing signage (with perhaps further signage), amendments to the white dotted lines and the installation of a roundabout.

Mr Alan Pattison in the public commented that he had already submitted under FOI to both DCC and Durham Constabulary a request for accident statistics since the new road layout in August 2014 to date and then the accident statistics for August 2012 – August 2013 in order to get a like for like comparison. Mr Pattison said he would share this information with the Town Council. Cllr Alf Walton thanked Mr Pattison.

**RESOLVED:**

- i) Cllrs Alf Walton and Mel Carr to attend County Cllr John Robinson's meeting as representing the Town Council.**

- ii) **The outcome of this meeting to be reported back at the next Environment Committee meeting.**

**6.4 DCC Playground Safety Service Update Report by Town Clerk**

Prior to the meeting the Clerk had circulated to all a report detailing the changes which have now been made to DCC's Playground Safety Service.

**RESOLVED:**

**To receive this information.**

**6.5 Eden Drive Playground Safety Report (March – August 2015) by DCC**

Prior to the meeting the Clerk had circulated to all a copy of the Eden Drive Playground Safety Report for March – August 2015 produced by DCC.

**RESOLVED:**

- i) **To receive this information.**
- ii) **In future, the Clerk to produce a summary of the DCC report rather than copying and circulating the entire document.**

**6.6 Allotment Challenge Report by Cllr Alf Walton**

Prior to the meeting an Allotment Challenge Report by Cllr Alf Walton had been circulated to all for their information. The 2015 Allotment Challenge had been another success producing even higher standards than those found in 2014. A pie and peas presentation evening is now being organized which will take place in the Golden Lion.

Cllr Mel Carr commented on the improvements made to the fencing at Winterton allotments and suggested the Town Council investigate the ownership of, and rights to use, the car park at Winterton allotments.

**RESOLVED:**

- i) **To receive this information.**
- ii) **The Clerk to write and thank Mr Barry Stephenson for judging.**
- iii) **The Estates Working Group to investigate the ownership of, and rights to use, the car park at Winterton allotments and to bring a report back to a future Environment Committee.**



## **6.7 Rabbits Verbal Report by Cllr Alf Walton**

Cllr Alf Walton reported that recently significant damage has been made to the apple trees at the Community Orchard by rabbits. In addition, complaints have been received by some allotment holders at Butterwick allotments regarding rabbit damage. Cllr Walton had met with Ms Vicky Turnbull onsite at both the Orchard and Butterwick Allotments and agreed that best way forward is to use ferrets to overcome the current problem.

### **RESOLVED:**

- i) Bigger tree guards are to be installed on the apple trees in the Community Orchard by Cllr Alf Walton and the Gardening Supervisor.**
- ii) To receive this information.**

## **6.8 Electricity Supply on Village Green Verbal Report by Cllr Mel Carr**

It was agreed to defer this item until the end of the meeting at which point members of the public were excluded as this matter related to tenders and finances.

## **7. Correspondence**

### **7.1 Sedgefield Cemetery/Concerns (email from Ms M Waters dated 16<sup>th</sup> August 2015):**

Prior to the meeting the Clerk had circulated to all an email from Ms Monica Waters received on 16<sup>th</sup> August 2015 detailing her concerns regarding Sedgefield Cemetery, predominantly the area near to her family plots. The Clerk confirmed that she and Cllr Walton had discussed the content of this email with the Council's Gardening Supervisor as well as visited this area of the cemetery. There was no law requiring kerbstones around graves be removed, indeed it would not be legal for the Town Council to remove such. The sinking soil in this area is not related to kerbstones but is due to the ground dropping naturally as grave plots age. The nearby headstone cited as an example has not been laid flat because it has been destabilised by sinking kerbed plots but because it failed the annual headstone safety testing which found it was not securely mounted on its base.

### **RESOLVED:**

**The Clerk to write to Ms Waters with the outcomes of the Town Council's investigation.**

**7.2 Enclosure of Land to Rear of 16 Hawthorne Road, Sedgefield (email from Ms Sally McDyer, DCC dated 17<sup>th</sup> August 2015):**

Prior to the meeting the Clerk had circulated to all an email from Ms Sally McDyer of DCC dated 17<sup>th</sup> August 2015 explaining that the issue of the recent encroachment of land at the rear of 16 Hawthorne Road, Sedgefield had not been resolved, the fence removed and the land reinstated as open space.

**RESOLVED:**

**To receive this information.**

**7.3 Sedgefield In Bloom (minutes of meeting held 5<sup>th</sup> August 2015):**

The Clerk circulated to all for information copies of the minutes of the Sedgefield In Bloom meeting held on 5<sup>th</sup> August 2015.

Cllr Alf Walton refuted the claim made by Mr Jeff Talbot that infected compost had caused die back on the Hardwick roundabout and stated this was instead caused by salt from the road.

Cllr Lynne Dentith pointed out that reference was made within these minutes under ABO to ivy clearance and wall improvement. It was agreed this would be discussed as per agenda item 6.2 in the Joint Bloom and Town Council meeting on 15<sup>th</sup> October 2015.

Cllr Gloria Wills questioned why the current bank balance stated in the Bloom's minutes did not mirror that detailed in the Town Council's financial system.

Cllr Mel Carr congratulated the Bloom on their recent success with the Northumbria In Bloom entry. He reported that he had attended the award presentation at Berwick upon Tweed. All Cllrs echoed Cllr Carr's comments.

**RESOLVED:**

- i) To receive this information.**
- ii) The Clerk to investigate the differences between the Bloom balances detailed in the Bloom accounts and Town Council's financial system.**

**7.4 Sedgefield In Bloom (minutes of meeting held 2<sup>nd</sup> September 2015):**

The Clerk circulated to all for information copies of the minutes of the Sedgefield In

Bloom meeting held on 2<sup>nd</sup> September 2015.

**RESOLVED:**

**To receive this information.**

**7.5 Altogether Greener (County Durham's Environment Partnership Newsletter Autumn 2015):**

The Clerk circulated to all for the Altogether Greener (County Durham's Environment Partnership Newsletter) for Autumn 2015 for information.

Cllr Chris Lines drew Cllrs attention to the article of Page 2 whereby Hardwick Park are one of the nominees for Britain's Best Park in Keep Britain Tidy's People's Choice award. Voting can take place on-line until noon on 30<sup>th</sup> September 2015.

Cllr Mark Cant also drew Cllrs attention to the article of Page 1 relating to wildflower planting scheme and suggested this be referred to when the Clerk contacts DCC regarding roundabouts in Sedgefield. This was agreed as a good idea.

**RESOLVED:**

**To receive this information.**

**7.6 Dog Fouling On The Green (letter from Mr Roger Clubley, Sedgefield Development Trust Ltd dated 7<sup>th</sup> September 2015):**

The Clerk circulated to all copies of a letter she had received from Mr Roger Clubley of the Sedgefield Development Trust dated 7<sup>th</sup> September 2015 informing the Council of impacts of dog fouling on the village green at a recent Farmers Market. Mr Clubley suggested the Town Council consider the situation and progress with DCC.

Cllr Gloria Wills declared a non-pecuniary interest in this matter as it involved the Sedgefield Development Trust Ltd.

It was agreed that DCC must be made aware of this issue and be asked to increase their monitoring in the area. Cllr Gloria Wills commented that there are no dog bins located within the central area of the Town. Cllr Allan Blakemore explained that previously there was such a bin on the village green but this had been removed as a result of comments made by a Northumbria in Bloom judge. Cllr Blakemore

confirmed there are no dog bins now in place in this area of the Town. The Clerk reported that in many instances DCC are now dual badging litter bins with dog bin signs. Cllr Mel Carr agreed that this was his understanding too.

**RESOLVED:**

- i) To make DCC's Head of Neighbourhood Services aware of this issue and request they increase monitoring activities in the area.**
- ii) The Clerk to seek guidance from DCC regarding the dual badging of existing litter bins with dog bin stickers as well as ask them to review the siting of dog bins already in the Town.**

**7.7 Sedgefield In Bloom – Northumbria In Bloom Results**

The Clerk read out an email from the Community Development Officer detailing that Sedgefield has been awarded a Gold award in the Northumbria In Bloom competition. Golds were also awarded to the Dun Cow, the Golden Lion, Hardwick Park, Claremont Grove and 1 Hadleigh. Cllrs acknowledged the latest achievements by the Bloom Group.

The Clerk also read out an email from Mr Howard Smith, Chair of the Bloom Group, thanking the Town Council for its continued support of the Bloom Group and expressing particular thanks to Mr Stephen Young and Mr Roy Cairns.

**RESOLVED:**

**To receive this information.**

(Cllr Chris Lines left the meeting).

**ADDITIONAL ITEMS:**

As agreed at the start of the meeting several additional items were considered as follows:

**A1. Current Planning Applications (deferred from Monthly Meeting held 14<sup>th</sup> September 2015):**

**DM/15/02790/FPA – Erection of 1.8m brick boundary wall to rear/side, 8 Harbinson Close, Fishburn –** Cllrs did not have any objection to this application which is outside of the Parish of Sedgefield.

**DM/15/02645/FPA – Erection of two storey side extension, 1 Hornby Avenue, Sedgefield –**

Cllrs did not have any objection to this application.

The Clerk informed Cllrs that earlier that day she had emailed to all the latest DCC list of planning applications which contained details of DM/15/02626/OUT which related to Avant Homes outline application to erect up to 150 dwellings, all matters reserved except access, on land to the South of Beacon Avenue, Sedgefield. A discussion had taken place with Mr Henry Jones of DCC who had confirmed that the latest date for the Town Council to submit its objections was 15<sup>th</sup> October 2015.

Finally the Clerk reported that earlier that day she had received a copy of DCC's "Applications Determined Under Delegated Authority Printed on 21<sup>st</sup> September 2015" notice in which it was stated the South West Area Office had refused planning application DM/15/01122/FPA to change of use of existing building to form 1 no dwelling at Caravan, Spring Lane, Sedgefield.

**RESOLVED:**

**To submit the Town Council's comments to DCC Planners.**

**A2. Sedgefield Racecourse Licence Decision:**

The Clerk reminded Cllrs that at the P&R Committee meeting on 14<sup>th</sup> September 2015 the Sedgefield Racecourse Licence Decision notes had been circulated to all. It had been agreed to consider these and then discuss the matter further at the Environment meeting. The Clerk report that subsequently Mr Malcolm Tooley had emailed the Town Council outlining, based upon his experience of noise monitoring and noise monitoring plans, a proposal for ensuring that any future noise issues experienced by any Sedgefield residents (from any source not just the Racecourse) is recorded in such a way as to them be subsequently used to build an evidence base. Following on from this Cllr Mark Cant circulated to the Clerk which was then shared with all Cllrs his suggestion as to firstly, how such a message could be conveyed to residents in Sedgefield via the Sedgefield News and secondly, a spreadsheet designed to record the necessary noise complaint information.

Cllr Allan Blakemore stated his concerns that the Town Council cannot afford to take on work which should be done by DCC. Town Council currently has a serious staffing issue to deal with and asked how we could realistically take on additional work. Cllr Blakemore stated that part of the Racecourse's Licence was that they must get in touch with DCC and the SAG prior to events.

Cllr Lynne Dentith asked if Hardwick Hall had similar conditions attached to them in relation to consulting with residents. Cllr Gloria Wills explained Hardwick Hall do not have such conditions as

they have worked with residents over the years to overcome problems. Cllr Wills stated that if a complaint is not recorded then it will go unanswered therefore evidence gathering is essential.

Cllr Mel Carr suggested that the Town Council and the Racecourse have a joint meeting in order to find out how the Racecourse plans to keep the Council notified, informed and updated regarding planned events. Cllr Blakemore supported this idea and stated the Racecourse will need to set up a contacts list for those whom they need to consult with in relation to events. If such consultation does not take place then the Racecourse would be in breach of its licence.

**RESOLVED:**

- i) The Clerk to write to Mr Tooley thanking him for his correspondence and confirming this has been shared with Cllrs. The Town Council supports Mr Tooley idea but this needs to reflect the Town Council's limited resources to ensure no information is lost. The Town Council proposed a telephone cascade system be put in place amongst concerned residents with all complaints going to DCC as they have the power to ensure the licence is enforced (not just for the Racecourse but from any event).**
- ii) The Town Council to place an article in the next edition of the Sedgefield Extra informing residents how noise issues should be dealt with, i.e. reports to go direct to DCC then update the Town Council if necessary.**
- iii) The Clerk to request a meeting with Sedgefield Racecourse.**

**RESOLVED:**

(Cllr Allan Blakemore left the meeting)

**A3. Creating a Mayor's Charity Report:**

The Clerk reminded Cllrs that at the P&R Committee meeting held on 14<sup>th</sup> September 2015 a proposal for Creating a Mayor's Registered Charity had been circulated to all for consideration and delegation was given to the Environment Committee to approve the DRAFT Governing Document which accompanied the report and to identify a minimum of 5 Trustees.

**RESOLVED:**

- i) To adopt the Sedgefield Town Council Mayor's Charity Governing Document.**
- ii) Cllrs Gloria Wills, Mel Carr, Alf Walton, Tim Jeanes, Lynne Dentith and David Brown to be Trustees for the Charity.**
- iii) The Clerk to commence the registration process for the Charity.**

**6.8 Electricity Supply on Village Green Verbal Report by Cllr Mel Carr**

**8. Tenders:**

The Chair thanked everyone for attending and closed the meeting at 8.44pm.