

SEDGEFIELD TOWN COUNCIL



Minutes of the proceedings of the **JULY MONTHLY MEETING** of the **Council** held at
7 p.m. in the **Council Offices**, Sedgefield, on **Monday 11th July, 2016.**

Present **Cllr. Mel Carr (Chairman)**
Cllr. Gloria Wills (Vice-Chairman) and
Cllrs. David Brown, Mark Cant, Vanessa Carmichael, Lynne Dentith, John Robinson, Ian Sutherland and Alf Walton

Officer Dr Jane Ayre (Town Clerk)

1. Apologies

Cllrs. Joanne Elliott, Tim Jeanes, Chris Lines, Maxine Robinson and Dudley Waters

2. Declaration of interest

None

3. STC Minutes / Committee Reports

a. Minutes of the Personnel Committee held Tuesday 7th June 2016

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

b. Minutes of Special Town Council Meeting held Tuesday 7th June 2016

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

c. Minutes of the Monthly meeting held Monday 13th June 2016

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

d. Minutes of the P&R committee held Monday 13th June 2016

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

e. Minutes of Estates Working Group held Thursday 16th June 2016

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

f. Minutes of the Community Development & Engagement committee meeting held Monday 20th June 2016

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

g. Minutes of the Environment committee meeting held Monday 20th June 2016

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

h. Minutes of Finance Working Group held Thursday 23rd June 2016

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

RESOLVED: To accept all of the minutes as above 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. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive this information.

4.2. Spring Lane – Formal Complaint:

County Cllr John Robinson to inform the Clerk when an on-site meeting has been scheduled in relation to the Town Council's complaint regarding Spring Lane. No date/time has yet been received as yet. County Cllr Robinson reported that DCC are adamant this matter has been resolved and he requested the name of the person who dealt with this complaint so that he can progress this following Mr Don McLure's retirement from DCC. The Clerk to provide this to County Cllr Robinson. Cllrs reminded County Cllr Robinson that this matter had two aspects to it; firstly the lack of enforcement action taken at Spring Lane when the Town Council first raised this issue several years ago and then secondly the length of time that was taken to even respond to the Council's complaint about the process being submitted. Cllr David Brown commented that recently there had been a significant amount of smoke on the site at Spring Lane which then blew down to Cragside. The static caravan was subsequently removed but the field remains in a mess.

With regards to the communication difficulties being experienced in general with DCC the Clerk met with Mr Steve Ragg of CDALC on 13th May 2016 and gave two specific examples (Spring Lane issue and land ownership near Butterwick Cemetery) which will now be taken forward by Mr Ragg with Dr Lorraine O'Donnell. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive this information.

4.3 Sedgefield Plan:

The Clerk has not yet received a copy of the minutes as requested for the County Planning Committee held on 5th April 2016 at which the Eden Drive Planning application was discussed. Cllr John Robinson confirmed the minutes have been produced. The Clerk to chase this again. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive this information.

4.4 Public Participation:

The Town Council has still not received any official notification from DCC regarding the date/timings/venue of the public inquiry relating to the Planning Inspectorate's review of the Eden Drive Planning application. The Clerk informed Cllrs that since the production of the Committee packs a letter has now been received from the Planning Inspectorate and will be circulated under item 10.7 which will provide details of the inquiry.

RESOLVED:

To receive this information and to close this matter.

4.5 DCC Report by County Cllr John Robinson:

County Cllr John Robinson to investigate and to circulate to all Planning Report relating to Sherburn as well as report back the findings from his discussions with DCC Officers. Information awaited from County Cllr John Robinson.

RESOLVED:

To receive this information.

4.6 Public Participation:

The issue of the Post Office complaints procedure had been discussed at the Environment Committee meeting on 20th June 2016. Cllr Gloria Wills commented that the current Post Office does not appear to have a dedicated Post Master and requested the Town Council seek clarification as to the correct staffing allocations for such a service when it is co-located within another facility such as a shop. The Clerk was asked to investigate this matter.

RESOLVED:

To receive this information.

4.7 Ceddesfeld Hall Lease Update:

The independent mediation meeting with the SCA has now been confirmed as taking place at 1pm on Monday 18th July 2016 at Sedgefield Methodist Church Hall. Cllr Mel Carr and the Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive this information.

4.8 DCC Proposed Alterations to the Junction at Front Street/Rectory Row, Sedgefield:

Cllrs Mel Carr and Alf Walton represented the Town Council at an on-site meeting with County Cllr John Robinson, Mr Lee Mowbray and some residents on Friday 17th June 2016. County Cllr John Robinson had requested the opportunity to give an update regarding this matter under agenda item 9.1. Cllr Vanessa Carmichael pointed out the Town Council had previously agreed that verbal reports would not be allowed as written reports should be circulated in advance allowing Cllrs time to consider. Cllr Gloria Wills agreed that this was reflected in the Council's Standing Orders. County Cllr John Robinson said that he would duly provide a written report clarifying the latest position regarding this matter.

The Clerk, as requested, has written to DCC seeking clarification as to the types of funding County Cllrs have at their disposal and the criteria for how this money can be spent. See agenda item 10.5 for response.

RESOLVED:

To receive this information and to close this matter.

4.9 Notification of Appeal for land South of Eden Drive:

The Clerk had written to the Planning Inspectorate reiterating the Town Council's objections to this planning application and providing copies of all letters previously submitted to DCC in relation to this application and the earlier two applications on this site. The Clerk has made the Planning Inspectorate aware that no official notification has been received from DCC regarding the date/timings/venue of this forthcoming public inquiry and asked that the Town Council be given permission to participate

during this inquiry. The Clerk reported that since the production of the Committee packs as response has now been received from The Planning Inspectorate and this will be circulated under item 10.7.

Cllr Mel Carr was to liaise with the Civic Trust to determine if they have retracted their earlier letter supporting this planning application. Cllr Carr reported that he had been unable to action this matter, however, Cllr John Robinson reported the Civic Trust are due to meet on 12th July 2016 and he would keep the Town Council updated on this matter.

RESOLVED:

To receive this information.

4.10 Land South of Eden Drive:

The Clerk sought the necessary background information and the request from Nathaniel Lichfield & Partners to perform a Great Crested Newt Survey at the pond in the grounds of Ceddesfeld Hall was considered at the Environment Committee meeting on 20th June 2016.

The Clerk wrote to Mr Terry Collins, Chief Executive, DCC expressing the Town Council's concerns regarding the lack of clear information regarding the forthcoming public inquiry. See agenda item 10.4 for Mr Collins' response.

RESOLVED:

To receive this information and to close this matter.

4.11 Sedgefield Plan Update Report:

The Clerk reported that earlier that day Mr Gavin Scott of DCC had forwarded Mr Nigel McGurk's Examiner's Report relating to The Sedgefield Plan. This will be circulated under agenda item 11.1.

4.12 Current Planning Applications:

The Clerk has submitted to DCC Planning Officers all comments made by Cllrs in relation to applications 1-7.

With regards to planning application 4 (DM/16/01522/OUT – application for up to 125 dwellings on land at former Sedgefield Community Hospital), in response to the Town

Council's comments an email was received from Mr Colin Harding, DCC Senior Planning Officer on 22nd June 2016 in which he sought to clarify that this application is only in outline form, and most of the matters raised, in particular those relating to layout, scale and design are issues that would be reserved for later consideration. Mr Harding confirmed that the location of the proposed access is indicated on the masterplan and he clarified that DCC would be seeking a 10% affordable housing provision.

RESOLVED:

To receive this information and to close this matter.

5. Dates of Meetings

Dates of the meetings taking place in July 2016 had been circulated prior to the meeting along with events scheduled from July – December 2016. The Clerk reported that in addition a Finance Working Group meeting has now been scheduled for 21st July 2016 commencing at 10.30am in the Council Offices. In addition, the Mayor's Ball will take place on Friday 3rd March 2017 at Hardwick Hall Hotel.

RESOLVED:

To receive this information.

6. Police Report

Sgt Alex Clarke presented the Police Report for the period 13th June 2016 – 11th July 2016 in which the following 11 reported crimes had taken place:

Burglary (other):

Overnight on 16th June 2016 unknown persons have entered a stable block at South Moor Farm off Racecourse Road. An internal steel door was forced and 7 saddles and bridles were taken.

Theft:

- On 15th June 2016 during the daytime, 6 rolls of wire netting and 75 fence posts were taken from a field belonging to Merton Grange Farm.
- Overnight on 16th June 2016 a wheelbarrow was taken from the rear garden of a property in The Lane.

- On 1st July 2016, during the daytime, a child's BMX pedal cycle and 2 children's pedal scooters were taken from the rear garden of a property in Conifer Avenue.
- Overnight on 27th June 2016 8metres of lead flashing was taken from the roof of the Hardwick Hall Hotel.

Other:

There have been 4 shop lifting offences, 1 harassment crime and 1 domestic assault.

Crime has increased from 39 crimes year to date (2015) to 57 year to date (2016) which equates to a 46% increase. Detection rates have increased from 31% to 42% over the same period which equates to an 11% increase.

In June 2016 there have been 37 incidents of anti-social behavior which compares with 24 such incidents in June 2015 and represents an increase of 13%. In June 2016 there have been 10 incidents of youth anti-social behavior which compares with 11 such incidents in June 2015 and represents a decrease of 9%.

The next PACT meeting will take place on Tuesday 9th August 2016 at 7pm in the Fletcher Room of the Parish Hall. The priority will be youths gathering near to the duck pond and surrounding areas of Eden Drive (occasionally becoming aggressive towards members of the public who approach them).

The Clerk commented that over the course of the last month the Town Council have made several reports to the Police of drug taking at Butterwick Road Cemetery in Sedgefield yet these incidents had not been contained in the Police Report. Sgt Clarke confirmed that he is aware of these reports and as a result PC Keith Tod is undertaking extra patrols on this area of the Town.

Cllr Mark Cant requested an update on progress following PC Todd's recent request to have some form of usage signage displayed in the Youth Shelter. The Clerk replied that draft wording for such a sign had been prepared by Ms Jane Young and was considered, and agreed, by members of the Estates Working Group on 7th July 2016. Costings are now being obtained in order that a sign can be displayed in the Youth Shelter as soon as possible. Sgt Clarke said this would assist PC Todd.

Cllr Alf Walton asked Sgt Clarke if he could consider the junction at Rectory Row/Front Street and provide in his next Police Report any details relating to legal considerations for this

junction as well as details of any reported accidents in this location. Sgt Clarke agreed to investigate this and report back at the next Monthly Meeting.

Cllr Mel Carr asked Sgt Clarke for a progress report on the new crime reporting system being introduced by Durham Constabulary as referenced by Sgt Clarke as the previous Monthly Meeting. Sgt Clarke confirmed the new crime system is now in place and this includes a transition to going paperless for all submission of files. This is a new system and time is going to be needed to see the total effects of an entirely electronic system. Finally, Cllr Mel Carr asked if Sgt Clarke had investigate the incident at the Black Lion Pub which he had highlighted at the last Monthly Meeting. Sgt Clarke confirmed he had investigated this and reported that it had been a domestic incident which resulted in one individual being locked up.

Cllr David Brown commented that the theft of wire fencing and fence posts from Merton Grange Farm equated to a considerable sum of money. Cllr Brown believed that the evidence from this case suggested that there was prior knowledge that such a delivery was to be made to this location.

Cllr Mel Carr thanked Sgt Clarke for his Police Report.

RESOLVED:

To receive this information.

7. Public Participation

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

Mrs Janet Spalding expressed concerns regarding the state of 15 The Orchard which has now been vacant for 9 months. The hedge around this property is unkempt and she asked if the Council could do anything about this as it was encroaching onto the pavement. Cllr Mel Carr said the Town Council did not have any powers to do anything about this, however, the Clerk would seek advice.

Mrs Julia Bowles expressed her concerns regarding the pothole on White House Drive to The Lane. She had commented on this at a previous Council meeting (and the Clerk confirmed that this has been reported to DCC), however, nothing has been done about it and it is now of such a depth that someone could hurt themselves if they caught their footing in it.

Mrs Bowles then reported that the SVAG have now sent off their submission to the Planning Inspectorate in relation to the forthcoming Public Inquiry relating to Eden Drive. The SVAG had received notification from the Planning Inspectorate that the Town Council had requested the opportunity to speak at the Inquiry. She asked who would be representing the Town Council at this Inquiry. Mrs Bowles said the progress of The Sedgefield Plan is now crucial and hoped that DCC would not hold up this process. Finally, Mrs Bowles pointed out that the Issues and Options Consultation documentation is now out in relation to the County Durham Plan. Mrs Bowles said she hopes the Town Council are going to respond to this process and expressed her concerns that if the wider dispersal option for future housing is selected this could mean an additional 2% more houses being imposed upon Sedgefield. Mrs Bowles also hoped that the Town Council would promote this consultation exercise to local residents and in particular the opportunity to attend public roadshow events. The Clerk confirmed that she would again chase the issue of this pothole with DCC. Cllr Mel Carr confirmed that all other matters raised by Mrs Bowles would be addressed later in the agenda.

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

8. Internal Reports

8.1 Chairman's Report

The Chair reported that over the past month he had attended:

6 Sedgefield Town Council meetings;

Spennymoor Town Council's Mayor's Afternoon Tea on 14th June 2016;

A meeting with Ms Deborah Jobling of DCC regarding land surrounding Butterwick Road Cemetery;

An on-site meeting at Rectory Row/Front Street junction with County Cllr, DCC Officer and local residents;

Tub planting on the village green along with Cllr Wills which had been very well attended by local children from various groups;

A meeting with DCC Officers regarding noise issues relating to Hardwick Hall Hotel.

RESOLVED:

To receive this information.

8.2 Mayor's Report

The Clerk read out a report which had been provided by Cllr Chris Lines. Since the last Monthly Meeting the Mayor has:

- Attended the inaugural Sedgefield Dash event for primary school children, held in Hardwick Park to hand out medals and participate in one of the events.
- Attended celebrations to mark the 1st Sedgefield Scout Group's 50th birthday, which included a traditional camp fire and BBQ in Hardwick Park, and an anniversary camp for the group's various sections. The event was a great success and featured on BBC Radio Tees and in the Northern Echo attracting new volunteers.
- Attended the commemoration to mark the 100th anniversary of the start of the Battle of the Somme and officially opened the excellent exhibition in Ceddesfeld Hall. Congratulations were expressed to Sedgefield Local History Group and Sedgefield Village Veterans for all of the work that they continue to do to ensure that Sedgefield commemorate all of the fallen from global conflicts.
- Attended Rev Michael Gobbett's final service in St Edmund's Church, which was very well supported.
- Helped judge the Hardwick Primary School Carnival Bake Off which attracted a very high standard of entry.

Cllr Lines is looking forward to his Civic Service in St Edmund's Church on Sunday 17th July 2016. Full details of this have already been circulated to all Cllrs.

RESOLVED:

To receive this information.

9. External Reports

9.1 Verbal Report from County Cllr John Robinson

County Cllr John Robinson commented that in response to comments made earlier by Cllrs (item 4.8) regarding verbal reports he would not speak at this point in the meeting but would instead supply a written report for the following week's Environment Committee meeting on Monday 18th July 2016.

Cllr Robinson said that he would accept any extra correspondence issued at this evening's Monthly Meeting as he acknowledged the Council's summer recess period was to follow, however, from September 2016 onwards no such correspondence should be circulated at the meeting as it contravened the 72 hour rule. Cllr Gloria Wills disagreed with this and said the timing and content of correspondence is something the

Town Council has not control over and such documentation needed to be shared as per the Council's Standing Orders. Cllrs David Brown and Alf Walton supported the view expressed by Cllr Wills. Cllr Robinson requested the Clerk investigate this matter and make a recommendation at the next meeting.

10. Correspondence

10.1 County Durham Plan Issues and Options Consultation Summer 2016 (email from consult@objective.co.uk dated 22nd June 2016) Note: email previously shared with all for consideration

Prior to the meeting the Clerk had circulated to all copies of an email from consult@objective.co.uk dated 22nd June 2016 which outlined the County Durham Plan Issues and Options Consultation process. In addition, the Clerk had also electronically (and in Cllr Brown's case in paper format) shared with all Cllrs copies of a presentation delivered by Mr Gavin Scott of DCC regarding this consultation exercise. This presentation will also be delivered by DCC Officers to AAPs across the County. In addition, the Clerk circulated copies of the County Durham Plan Issues and Options Executive Summary June 2016 booklet and pointed out to Cllrs that a series of public roadshows are being delivered by DCC as part of this consultation process with one being scheduled for Tuesday 19th July 2016 from 4pm-7.30pm in Ceddesfeld Hall, Sedgfield. Cllr Mel Carr confirmed the next EDRC AAP Board Meeting will take place in Sedgfield Methodist Church Hall at 5pm on 13th July 2016 and one such presentation will relate to the County Durham Plan current consultation exercise.

Cllr Gloria Wills expressed her frustration at the timing of this consultation exercise which coincides with the traditional summer holiday period and the lack of notice given to people about event dates. Cllr Wills noted that Theresa May MP had said earlier that day that she would give power to local people. At the moment Cllr Wills said it felt like the Town Council is in the hands of others. Cllr Wills also said she had previously expressed vocally the unsuitability of AAP Board Meeting timings which are not practical for those who work.

Cllr Mel Carr asked Cllrs how they wanted to comment on the latest consultation. All Cllrs agreed it was important that comments are submitted.

RESOLVED:

- i) All Cllrs to consider the documentation already provided to them.**
- ii) The County Durham Plan Issues and Options Consultation documentation be**

considered at the Environment Committee meeting on Monday 18th July 2016.

iii) Any Town Council submission must be submitted by no later than 6pm on 5th August 2016.

- 10.2 Draft Durham City Sustainable Transport Strategy 2016-2033 (email from consult@objective.co.uk dated 22nd June 2016) Note: email previously shared with all for consideration**

Similarly to 10.1 above, the Clerk had previously circulated to all Cllrs prior to the meeting an email from consult@objective.co.uk dated 22nd June relating to the Draft Durham City Sustainable Transport Strategy.

RESOLVED:

- i) All Cllrs to consider the documentation already provided to them.
- ii) This matter to be considered at the Environment Committee meeting on Monday 18th July 2016.
- iii) Any Town Council submission must be submitted by no later than 6pm on 5th August 2016.

- 10.3 Sedgefield Town Council Invoice 104078/04 (letter from Mr Dominic Waugh, Fairhurst dated 22nd June 2016)**

Prior to the meeting the Clerk had circulated to all a letter from Mr Dominic Waugh of Fairhurst dated 22nd June 2016 in relation to the Town Council's invoice 104078/04.

RESOLVED:

To receive this information.

- 10.4 Appeal for the Proposals at land South of Eden Drive, Sedgefield (letter from Mr Terry Collins, Chief Executive, DCC dated 22nd June 2016)**

Prior to the meeting the Clerk had circulated to all a letter from Mr Terry Collins, Chief Executive of DCC dated 22nd June 2016 in which he explained the process for planning appeals being considered by public inquiry. Cllr Gloria Wills commented that at least Mr Collins had provided a response to the Town Council's letter and Cllr Mel Carr said the content of the letter did confirm to all the procedure that was being followed.

RESOLVED:

To receive this information.

10.5 County Councillor Funding (email from Ms Sandra Stephenson, DCC dated 21st June 2016)

Prior to the meeting the Clerk had circulated to all an email from Ms Sandra Stephenson of DCC dated 21st June 2016 in which she explained the different types of funding available to County Cllrs. Cllr Gloria Wills said that it would be useful to know what restrictions are imposed upon how such funds can be spent. Cllr David Brown confirmed there are parameters in place to ensure that money is carefully controlled, however, Cllr Wills requested the Clerk go back to Ms Stephenson to request precisely what these are. Cllr John Robinson confirmed that every funding application has to go through the AAP Board for comment and each must reflect the AAP's priorities. In addition, Cllr Robinson said that of a County Cllrs funding £14,000 is for capital projects and £6,000 for revenue projects.

RESOLVED:

i) To receive this information.

ii) The Clerk to liaise with Ms Sandra Stephenson to seek specific clarification regarding the restrictions imposed upon how such funds can be spent.

10.6 Stockton Local Plan Update and Notice of Consultation (email from Mr John Dixon, Stockton Borough Council dated 11th July 2016):

The Clerk circulated to all copies of an email from Mr John Dixon of Stockton Borough Council dated 11th July 2016 giving notification that the Council have begun the production of a new Local Plan which will replace existing policy document and supersede the previous approach of producing the Regeneration an Environment Local Plan. From 11th July 2016 – 2nd September 2016 the Council are consulting local people and other stakeholders on the Statement of Community Involvement and the Sustainability Appraisal Scoping Report.

RESOLVED:

To discuss this matter at the Environment Committee meeting on Monday 18th July 2016 when Cllrs have had time to consider the content of Mr Dixon's email.

10.7 Town and Country Planning Act 1990 Appeal by Story Homes Ltd / Savills c/o

Durham Diocesan Board of Finance – Land to the South of Eden Drive, Sedgefield (letter from Ms Leanne Palmer, The Planning Inspectorate dated 8th July 2016):

The Clerk circulated to all copies of a letter from Ms Leanne Palmer of The Planning Inspectorate dated 8th July 2016 acknowledging receipt of the Town Council's submission for the forthcoming public inquiry in relation to the Eden Drive planning application. This letter provided confirmation that the inquiry will start at 10.00am on 9th August 2016 at Sedgefield Racecourse. The Town Council's request to speak at the inquiry has been brought to the Inspector's attention and the Town Council's representative should attend the start of the inquiry and inform the Inspector then of the wish to speak. A copy of this letter has also been sent from the Planning Inspectorate to the appellant and the local planning authority.

RESOLVED:

To receive this information.

10.8 Concerns Regarding Sedgefield Community Hospital In-Patient Ward (note from Mr Mel Carr dated 11th July 2016)

The Clerk reported that Mr Mel Carr had earlier that day submitted a note to her outlining his concerns regarding the urgent situation which had arisen at Sedgefield Community Hospital since the evening of Thursday 30th June 2016.

Cllr Carr reported that on Thursday 30th June 2016 staff working at Sedgefield Community Hospital had been informed that the ward was to be mothballed and staff redeployed for a period of two weeks. A letter was then subsequently sent from Mr Phil Wilson MP to the Chief Executive of the NHS Trust expressing concerns with the result that subsequently written assurance has been given that the in-patient ward would re-open on Monday 11th July 2016. Cllr Carr expressed his concern that the NHS Trust operates seven community hospitals across the County and yet it is only Sedgefield which is being affected by staffing concerns which appear to potentially jeopardise the future of the hospital. Cllr Ian Sutherland said that community hospitals played a key role in avoiding bed blocking. Cllr Gloria Wills reported that she had heard from very distressing stories about how patients had been moved from this hospital to others in a way that was both unacceptable and undignified. This had resulted in distressed patients and upset relatives. The decision made by the NHS Trust's Board had given no regard to the impact of such actions on patients and their families. Cllr Wills said she understood there was a problem with dedicated GP cover,

however, she felt there should be sufficient HR planning systems in place to cover such an eventuality. She believed the fact that a GP had been found to provide cover commencing on 11th July 2016 insulted the intelligence of the Town's residents and felt this had been more like a threat to close the facility in entirety. Cllr Mel Carr reported that at a meeting he had attended in February 2016 he had been assured that staffing was not a problem at Sedgefield Community Hospital.

Cllr John Robinson said he (during the course of this meeting) forwarded to the Clerk a briefing note from the Health Authority regarding this matter. The Clerk will duly circulate this to all Cllrs for information. Cllr Robinson reiterated that at the end of the previous week Community Hospital staff had been told they would be redeployed for two weeks. Cllr Robinson expressed his concern that the CCG, who were originally going to be located at Sedgefield Community Hospital for a period of 6 months only, have now been on-site for 3 years and this facility could become office accommodation for them. Cllr Robinson has instigated Scrutiny and Mr Peter Appleton of DCC is leading on this matter. Before the NHS Trust can make any significant variance in service (and the downgrading of Sedgefield Community Hospital would constitute this) this matter must go through DCC's Scrutiny and therefore this has been called before the next Scrutiny meeting which is scheduled for 1st September 2016 after the summer recess. Cllr Robinson in his County Cllr role is due to meet with the Chair of the CCG and Acute Trust to ensure that Sedgefield is a strategic location for the future. Cllr Robinson will ensure that Cllr Mel Carr is also invited to attend this meeting and represent the Town Council.

RESOLVED:

The Clerk to write to Mr Phil Wilson MP and the Chief Executive of the NHS Trust expressing the Town Council's concerns regarding Sedgefield Community Hospital's current situation and seek clarification and assurance of the Hospital's long-term future. This letter will also contain a request that the Town Council are copied into any future correspondence regarding this matter and invited to have representation at future meetings.

11. Sedgefield Plan

11.1. Sedgefield Plan Update Report by Town Clerk

The Clerk reported that earlier that afternoon she had received an email from Mr Gavin Scott, Area Planning Team Leader for DCC's Spatial Policy Team along with a copy of the "Sedgefield Neighbourhood Plan Examination, A Report to Durham County Council

by Independent Examiner, Nigel McGurk". This report is 34 pages in total and Mr Scott's covering email said it contains a number of major matters that the Town Council will need to consider. The Clerk distributed copies amongst Cllrs and said that time was now needed to consider the content. Cllr Lynne Dentith asked if this information would be shared with others outside of the Town Council. Cllrs Mel Carr and Gloria Wills said this needed to be considered by the Town Council in the first instance and other Cllrs agreed. Cllr John Robinson said it was essential Cllrs took this report away and gave it their full consideration as it is possible the content could affect the forthcoming public inquiry and therefore the Town Council needs to think very carefully about how it responds and to ensure this report remains confidential at this stage. All Cllrs agreed it was important to discuss this report as quickly as possible.

RESOLVED:

- i) Cllrs to consider the Independent Examiner's Report.**
- ii) This matter to be discussed at a Special Town Council meeting to be held at 6.00pm on Monday 18th July 2016.**
- iii) The Clerk to issue an agenda for the forthcoming Special Town Council meeting and to ensure those Cllrs not present at the Monthly Meeting receive a copy of the Independent Examiner's Report.**

12. 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/16/01463/FPA – erection of storage building for storage of plant and materials, land to East of Unit 1, Fishburn Industrial Estate, Fishburn:**
Cllrs did not have any objections to this application.
- 2. DM/16/01610/FPA – two storey rear extension to incorporate kitchen and WC and bedroom and bathroom to the first floor, 4 Park View, Sedgefield:**
Cllrs did not have any objections to this application.
- 3. DM/16/01885/FPA – proposed detached garage at 3 Heley Mews, Sedgefield:**
Cllrs commented that from the plans provided it is not precisely clear where this garage is to be built. Also, this property was originally a barn conversion but over recent years additional features and buildings have been added. Cllrs asked the question when does a barn conversion become something more and does this mean the free space in between the barn conversion and other additional structures is now

free to be built upon? The Clerk was asked to liaise with Ms Hilary Sperring of DCC and then this application to be considered at the Environment Committee meeting on 18th July 2016.

4. DM/16/01922/TP – Removal of tree within rear garden (protected by TPO 12/2004), 18 Glebe Close, Fishburn:

Cllrs did not have any objections to this application.

5. DM/16/01945/FPA – erection of single storey rear extension, 7 Cragside, Sedgefield:

Cllrs did not have any objections to this application.

6. DM/16/01963/FPA – replacement of first floor windows to front elevation with double glazed timber sliding sash windows and replacement window to the rear, 3 High Street, Sedgefield:

Cllrs did not have any objections to this application.

7. DM/16/02046/TP – copper beech (T1) crown reduce by up to 1.5m (20%) crown lift soft growth (up to 85mm at point o attachment) from lower crown, 27 St Lukes Crescent, Sedgefield:

Cllrs requested the Clerk liaise with Mr Mark Sandford, DCC to seek confirmation that Tree Officers would be involved in considering this application. If the Tree Officers were to be involved then Cllrs did not have any objections to this application.

RESOLVED:

The comments on planning applications 1,2, 4-7 above to be submitted to DCC Planners.

Planning application 3 to be considered at the Environment Committee meeting on Monday 18th July 2016.

The Clerk circulated to all copies of the following planning applications which had been published by DCC earlier that day and would need to be discussed at the Environment Committee meeting on Monday 18th July 2016:

DM/16/01992/VOC – variation of condition 3 of planning permission DM/15/03610/FPA to require submission of Phase 1 Preliminary Risk Assessment prior to construction of industrial shed only and not prior to change to use of the land to general storage and an auction part, Aycliffe Quarry, Aycliffe Village

DM/16/02092/TPO – remove two trees (T2 and T3), crown thin T4 by maximum 15% and reduce the lateral branches restricting maximum branch severance to 1.5m, crown clean T1 and reduce back from the building by a maximum of 2m, 16 Glebe Close, Fishburn.

13. Determination of Sedgefield Town Council representation at forthcoming public inquiry relating to land South of Eden Drive

In light of the correspondence received from the Planning Inspectorate and considered earlier under agenda item 10.7, it was agreed the Town Council should appoint a Cllr to represent the Council at the forthcoming public inquiry relating to the Eden Drive planning application.

Cllr Gloria Wills reported that she would already be attending this inquiry in supporting the work of the SVAG and therefore could not represent the Town Council. Cllr John Robinson reported that he would already be attending the inquiry representing both DCC and the Civic Trust.

RESOLVED:

Cllr Mel Carr to represent Sedgefield Town Council at the public inquiry relating to the Eden Drive planning application.

The Chair thanked everyone for attending and closed the meeting at 8.18pm.

SEDGEFIELD TOWN COUNCIL

POLICY & RESOURCES

Minutes of the proceedings of the **JULY POLICY & RESOURCES** of the **Council** held following the Monthly meeting in the **Council Offices**, Sedgefield, on **Monday 11th July, 2016**



Present **Cllr. Gloria Wills (Chairman)**
Cllr. Mel Carr (Vice-Chairman) and
Cllrs. David Brown, Mark Cant, Lynne Dentith, John Robinson, Ian Sutherland
and Alf Walton

Officer Dr Jane Ayre (Town Clerk)

1. Apologies

Cllrs. Vanessa Carmichael, Joanne Elliott, Tim Jeanes, Chris Lines, Maxine Robinson and Dudley Waters

2. Declaration of interest

None

3. Matters of Information

3.1 Epitaph Training:

Training for the Clerk and the Gardening Supervisor is on-hold until the new Gardener takes up position and is settled in his role. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive this information.

3.2 Creating a Mayor's Charity:

The Charity Commission has now responded to the Town Council's application to create a Mayor's Charity. This response was considered by the Finance Working Group at their meeting on 23rd June 2016. A response to the Charity Commission is

now being prepared by Cllr Wills and the Clerk. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive this information.

3.3 Letter from Mr G Roper – Relocation of Post Office:

Cllr John Robinson reported that DCC are still awaiting a resolution to the proposed parking restrictions along Salters Lane before they will be in a position to consider time limiting the layby near the Bells Store. It was agreed the Town Council would continue to monitor parking near the Bells Store following the recent relocation of the Post Office.

RESOLVED:

To receive this information.

3.4 CAB Financial Donation:

The Clerk met with Mr Neil Bradbury of CAB on Thursday 30th June 2016. A report is now being prepared for the September 2016 P&R Committee meeting. The CAB sessions to continue in the Town Council Offices in the intervening period.

RESOLVED:

To receive this information.

3.5 Alternative Storage for Title Deeds Recommendation Report:

A safe has now been purchased and delivered. A contractor has been identified who is going to supply a quote in order to fix this to the ground. When fixed the Clerk will liaise with Meikles to take receipt of all Council title deeds and documentation. A thank you and update letter has been sent from the Town Council to Meikles.

RESOLVED:

To receive this information and to close this matter.

3.6 Debtors List As At 6th June 2016:

The two outstanding Parish Hall hire invoices from 2015/16 have now been paid in full by the Blues Club.

RESOLVED:

To receive this information and to close this matter.

3.7 Parish Hall Concerns:

A meeting between Cllrs Wills and Carr, the Parish Hall Project Worker plus Mrs Norma Neal (Sedgefield Players) and Mr Aaron Chaudhary (New Generation Church) took place on 16th June 2016 at which both the Hall Users representatives aired their current concerns. Their views were sought regarding the proposed work to be undertaken in the Hall to resolve these matters.

The Estates Working Group have now put the finishing touches to the updated Parish Hall User Policy. All that remains to be included are images of the Parish Hall and these are currently being obtained. The updated Policy will then be issued and reviewed on a regular basis by the Clerk. Work is now underway with the Estates Working Group to set up a Parish Hall Users Forum.

Cllr John Robinson reported that recently the Magistrates Association had hired Sedgefield Parish Hall for a full day event. Magistrates who had attended had praised the Hall as a facility as well as the Town Council staff with whom they had liaised to book this venue. Cllr Robinson said it was important not to forget what a great facility the Parish Hall is. All Cllrs agreed with these comments and also said it was important to ensure it was kept up to date and maintained appropriately.

RESOLVED:

To receive this information.

3.8 Nominations for Positions on CDALC Executive Committee:

Cllr Dudley Waters details have been submitted as nomination for the position of Hon Treasurer at the next CDALC AGM.

RESOLVED:

To receive this information and to close this matter.

3.9 Station Road Playing Field:

This matter was discussed at the Environment Committee meeting held on Monday

20th June 2016.

RESOLVED:

To receive this information and to close this matter.

4. Public Participation

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

Mr Andrew Scott reported that over the last 13 years he has been working towards resolving the problem of flooding into gardens at Station Road. Mr Scott said that over recent weeks he felt that some meaningful progress was now being made and this stemmed from the efforts of Mr John Reed, Head of Technical Services at DCC who had followed up a number of points made by the Station Road/Ivy Row Residents Alliance. The situation now seems much improved due to:

Regular inspections and maintenance of the balancing tank and the draining network;
Repairs having been undertaken to the collapsed main sewer in Spring Lane in 2013;
Resolution of the tree root intrusion problems and the improved surface water drainage as a result.

Mr Scott believed the combined effects of these had returned Station Road Playing Field back to its former status prior to the first flooding in 1991. Mr Scott requested the Town Council, NWL and DCC now regularly monitor and maintain the area. Mr Scott felt that it was not possible to say the problem was totally rectified until the effects of a couple more Winters were felt. Mr Scott then spoke about the two options being suggested by DCC in a letter from Mr John Reed dated 26th February 2016, i.e. to return the affected recreation land to a natural wetland feature or to vertidrain the field. Mr Scott said the Residents Alliance would support the area being returned to a natural wetland feature surrounded by reeds to prevent people from entering the pond while attracting wildlife. Mr Scott said the Residents Alliance did not believe that vertidrainning the field would be effective nor a good use of public money.

Mrs Helen Clifford-Brown said that she was pleased to hear the Town Council are still supportive of CAB and having a service delivered in the Town in a way that is easily accessible to those who need it.

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

5. Reports

5.1 Proposal for Production of Town Council Staff Handbook Report by Finance Working Group

Prior to the meeting the Clerk had circulated to all a Proposal for the Production of a Town Council Staff Handbook Report by the Finance Working Group. Cllr Mark Cant requested clarification as to how such a document would ultimately be printed. The Clerk said this would be in electronic format to save printing costs, however, if a document was needed in printed format this would be done in-house on the Council's photocopier.

RESOLVED:

i) To receive this information.

ii) The Personnel Committee, through its delegated powers, to oversee the production of a Staff Handbook and to bring update reports back to future P&R Committee meetings.

5.2 Station Road Play Field – Verbal Report by Cllr Alf Walton:

Cllr Gloria Wills recommended that agenda item 7.5, an email from Mr John Reed of DCC regarding Station Road Playing field, also be considered as both matters were inter-related. All Cllrs agreed.

Cllr Alf Walton reported that he continues to regularly monitor Station Road Playing Field and confirmed that water levels are well down. Mr and Mrs Scott had supplied to Cllr Walton an aerial photograph of the field which appears to show field drains within that area. Cllr Walton suggested that a test dig take place in accordance with the photograph to identify and locate drains. In addition, Cllr Walton reported that evidence has been found that tree roots from 5 The Leas may be blocking the culvert and if the drains could be located then a dye test take place to confirm the flow and any blockages affecting that flow. Cllr Walton also expressed the view that vertidrainning would not benefit this area.

Cllr Ian Sutherland asked if there were any other known trees penetrating the culvert? Cllr Walton replied this was unknown, however, a dye test should help to establish this. Cllr Sutherland said he did not have any objection to a wetland feature but did have concerns regarding child safety and water safety in general.

Cllr John Robinson reported that in his capacity as County Cllr he meets on a fortnightly basis with Mr John Reed. Cllr Robinson said that if local residents do not want vertidrainning then this will not happen and he would inform Mr Reed of this fact. Cllr Robinson, again in his capacity as County Cllr, is seeking a meeting with Environment Agency in September 2016 to get costings for the option of creating a wetland feature.

Cllr David Brown pointed out that the culvert in question goes beyond The Leas and then heads in the direction of the roundabout on the A167. Cllr Brown said that if work was required on this culvert it was important to ensure it was a thorough and proper job.

Cllr Mark Cant pointed out there are a lot of Willow trees on Station Road Playing field and the roots from these grow in such a way that they will get inside drains. It could be that these may need to be removed.

Cllr Mel Carr reminded Cllrs that if any structural changes are needed on the field, such as the creation of a wetland feature, then DCC approval would be required as they own the land.

Cllr Lynne Dentith asked if there was any funding available for the creation of such a feature. Cllr Robinson said he would ask this at his meeting with the Environment Agency.

Cllr Gloria Wills said that Sustainable Drainage Systems (SUDS) are the way forward, however, if a wetland feature was to be created this would be changing the designation of the field which is currently classified as a playing field. Cllr Wills said legally Councils have an obligation to provide a specified number of such. Cllr Wills said the Town Council cannot change the playing field into a wetland feature as it is not the Town Council's land. In addition, this would not be an easy option and would need legal guidance. Cllr Wills believed the issue was the precise location and state of culverts in the area. Culverts have been found but it is unknown where they run to. Indeed, NWL have a specific number for the culvert at Ivy Row. Cllr John Robinson said that at his meeting with NWL in September 2015 NWL had said they would make, and pay for, boreholes on Station Road Playing Field in order to determine where the

drains start.

RESOLVED:

i) The Town Council write to NWL requesting that they proceed with the offer they made at Cllr John Robinson's meeting with them in September 2015, stating that they would make and pay for the boreholes in Station Road Playing Field and then conduct a dye test to find out where the drains go and how they flow in order to determine if there are any other blockages exacerbating the problem in either the drains themselves or the culverts.

ii) The Clerk to write to Mr and Mrs Scott to request a copy of the evidence showing the location of drains on Station Road Playing Field and their permission to share this information with NWL in order to request they perform a dye test.

(Cllr Lynne Dentith left at this point)

(Cllr John Robinson left the meeting at this point)

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 22nd June 2016) / Expenditure (as at 22nd June 2016 minus unapproved cheques after 13th June 2016)

Cllrs Wills and Carr suggested it was time to review the Town Council's telephone costs. The Clerk reminded Cllrs that this was on the Personnel Committee's workload already along with printers and photocopier review.

RESOLVED:

The monthly accounts as had been circulated were approved.

6.2 Cheques for approval after 13th June 2016

Details of cheques for approval from 27th June – 4th July 2016 had been circulated to all Cllrs prior to the meeting. The Clerk circulated copies of cheques for approval for 11th July 2016.

RESOLVED:

- i) All cheques were approved for payment.
- ii) Cllrs Carr and Wills plus the Town Clerk to duly sign the cheques.

6.3 Debtors List as at 21st June 2016

RESOLVED:

To receive the Debtors List as at 21st June 2016.

6.4 Bank/Cash Reconciliation Report by Town Clerk

Prior to the meeting the Clerk had circulated to all copies of a Bank/Cash Reconciliation Report explaining that due to a combination of staff absence and annual leave it has not been possible to produce the Bank/Cash Reconciliation information in time for inclusion on the July 2016 P&R Committee agenda. All historical Bank/Cash Reconciliation information will be included on the September 2016 P&R Committee agenda and information shared with Councillors in advance of the meeting through their Committee pack.

RESOLVED:

To receive this information.

6.5 Proposal to Release Paths Partnership Funding held by Town Council Report by Finance Working Group

Prior to the meeting the Clerk had circulated to all a Proposal to Release Paths Partnership Funding held by the Town Council Report by the Finance Working Group. This report detailed the background to the £445 held by the Town Council on behalf of the Paths Partnership as well as the actual proposal for how and why this money should be released.

RESOLVED:

The £445 held by the Town Council on behalf of the Paths Partnership be released with immediate effect to the Bright Water project to go towards the production of walk leaflets for the Sedgfield to Bishop Middleham area which will take walkers past the area that will eventually become the new Bishop's Fen Reserve.

6.6 Town Council Events Carry Forward Report by Finance Working Group

Prior to the meeting a Town Council Event Carry Forward Report by the Finance Working Group had been shared with all.

RESOLVED:

The current budgeting approach for Town Council run events continues, i.e. a specific budget allocation is set for each financial year and carry forwards of profits/surpluses are not appropriate.

6.7 Terms of Reference for Finance Working Group 2016/17 Report by Town Clerk

Prior to the meeting the Clerk had circulated to all for information the Terms of Reference for the Finance Working Group in 2016/17. Cllr Ian Sutherland requested clarification that no decisions could be made by the Finance Working Group. The Clerk referred to the content of the Terms of Reference which explain the purpose of the Group is to research, investigate and develop recommendations relating to all finance related matters for subsequent presentation to P&R Committee for consideration and approval.

RESOLVED:

To receive this information.

7. Correspondence

7.1 Durham Association News June 2016 (Newsletter 57)

Prior to the meeting the Clerk had circulated to all for information copies of Durham Association News June 2016 (Newsletter 57).

RESOLVED:

To receive this information.

7.2 Bulletin on National Developments and Meetings – 24th June 2016 (email from Mr Jonathan Owen, NALC dated 24th June 2016)

Prior to the meeting the Clerk had circulated to all copies of the NALC Bulletin on National Developments and Meetings dated 24th June 2016 for their information.

RESOLVED:

To receive this information.

7.3 Bulletin on National Developments and Meetings – 1st July 2016 (email from Silvia Nicole, NALC dated 1st July 2016)

Prior to the meeting the Clerk had circulated to all copies of the NALC Bulletin on National Developments and Meetings dated 1st July 2016 for their information.

RESOLVED:

To receive this information.

7.4 Sedgefield Out of School Fun Club – Request For Terrace Hill Funding (letter and attachments from Ms Sue Bell dated 30th June 2016)

Prior to the meeting the Clerk had circulated to all a letter from Ms Sue Bell of the Sedgefield Out of School Fun Club dated 30th June 2016 requesting the release of Terrace Hill funding money being held by the Town Council. Ms Bell had provided evidence in the form of attachments to show full compliance with the terms of the funding allocation.

RESOLVED:

To release the Sedgefield Out of School Fun Club Terrace Hill funding with immediate effect.

7.5 Station Road Playing Field (email from Mr John Reed, DCC dated 4th July 2016)

This item of correspondence had already been considered earlier in the agenda under item 5.2.

7.6 Bulletin on National Developments and Meetings – 8th July 2016 (email from Mr Steve Ragg, CDALC dated 11th July 2016)

The Clerk circulated to all copies of the NALC Bulletin on National Developments and Meetings dated 8th July 2016 for their information.

RESOLVED:

To receive this information.

8. Training

8.1 Your Council, Your Finances, Your Responsibility (County Durham and

Cleveland County Training Partnership Event 8th September 2016)

Prior to the meeting the Clerk had circulated to all details of a forthcoming County Durham and Cleveland Training Partnership event entitled “Your Council, Your Finances, Your Responsibility” to be held on 8th September 2016 at Shotton Hall, Peterlee.

RESOLVED:

- i) The Clerk, Financial Assistant/Receptionist and Cllr Wills to attend this event.**
- ii) All other Cllrs to inform the Clerk by 18th July 2016 if they wish to attend this event in order that places can be booked.**

8.2 NALC Annual Conference – 19-20 October 2016 (email from Mr Jonathan Owen, NALC dated 8th July 2016)

The Clerk circulated to all copies of an email from Mr Jonathan Owen of NALC dated 8th July 2016 providing information regarding the next NALC Annual Conference taking place on 19th-20th October 2016 at Jury’s Inn Hotel, Birmingham.

RESOLVED:

- i) To receive this information.**
- ii) Any Cllr wishing to attend to notify the Clerk as soon as possible.**

Cllr Wills explained that due to the confidential nature of the following items these would be discussed under Exempt Information and asked members of the public in attendance 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:

The Chair thanked everyone for attending and closed the meeting at 9.22pm.

SEDGEFIELD TOWN COUNCIL



Minutes of the proceedings of the **SPECIAL TOWN COUNCIL MEETING** held at **6pm** in the **Council Offices**, Sedgefield, on **Monday 18th July 2016** to consider “The Sedgefield Neighbourhood Plan Examination, A Report to Durham County Council” by Independent Examiner, Nigel McGurk.

- Present** **Cllr. Mel Carr (Chairman)**
Cllr. Gloria Wills (Vice-Chairman) and
Cllrs. Allan Blakemore, David Brown, Mark Cant, Vanessa Carmichael, Lynne Dentith,
Tim Jeanes, Chris Lines, Ian Sutherland and Alf Walton
- Officer** Dr Jane Ayre (Town Clerk)

1. Apologies

Cllrs. Joanne Elliott, John Robinson and Maxine Robinson

2. Declaration of interest

None

3. Consideration of “The Sedgefield Neighbourhood Plan Examination, A Report To Durham County Council” by Independent Examiner, Nigel McGurk BSc (Hons) MCD MBA MRTPI June 2016:

Cllr Mel Carr welcomed everyone to the meeting and explained the purpose of this Special Town Council meeting was to discuss the report produced by Independent Examiner, Mr Nigel McGurk, in relation to The Sedgefield Plan in order to agree a way forward. Cllr Carr then opened the meeting for Cllrs comments.

Cllr Vanessa Carmichael believed this was a very straight forward situation, i.e. the Town Council should proceed in accordance with the Examiner’s comments.

Cllr Mel Carr reminded Cllrs that accompanying this Report had been a covering email from Mr Gavin Scott of DCC in which he offered his assistance to help the Town Council in

relation to this matter. The Clerk reported that, in anticipation of the Special Town Council meeting, she had liaised with Mr Gavin Scott and provisionally booked a meeting between the Town Council and Mr Scott, Mr Stuart Carter and Mr Stuart Timmiss to be held at the Town Council Offices, Sedgefield on Tuesday 26th July 2016 at 9.45am. Cllrs were pleased with this action. Cllr Gloria Wills suggested that if possible the start time for this meeting be brought forward to 8.30am (or any intervening time until 9.45am) in order to ensure there is enough time for discussion and then the Council can get to the County Planning Committee meeting later that day if required. The Clerk confirmed she would liaise with Mr Gavin Scott and when the exact start time was known put an invitation email around to all Town Councillors.

(Cllr David Brown arrived at this point).

Cllr Allan Blakemore reported that he had met with members of The Sedgefield Plan Steering Group and they had together considered the Examiner's report. As a result of this two documents had been produced and copies of these were duly circulated to all Cllrs. The first document gave a summary of the Examiner's comments and the views of the Steering Group. Cllr Blakemore pointed out that to re-write the Plan would be dangerous, however, the Steering Group did have a concern regarding the Examiner's recommendation to delete Policy 1 in entirety as this takes away the Plan's defence against development outside the Built Up Area Boundary. The Group feels it is important to maintain some form of defence and protect the green wedge even though the Examiner has said that no such defence is needed. The Examiner accepts the Town's desire to have no more than 300 new dwellings but he states that he feels there are enough defence mechanisms to protect the Town already and points out the Plan does not identify any areas in which such development can take place. The second document was a proposed letter which the Town Council could consider sending to the Examiner in which clarification is sought regarding the full implications of the modifications proposed. Cllr Blakemore said this letter could be discussed with DCC at the meeting on 26th July 2016. To conclude, Policy 1 in the Plan was written to broadly state areas where development must take place and if this Policy is no longer going to be in the document then clarification is required regarding defence arrangements otherwise the Town will be extremely vulnerable to future development.

Cllr Gloria Wills stated that Examiner has clearly made his decision as stated in his Report. The areas for development which were offered in the Plan were not sustainable in terms of the NPPF. It is not the County Council who have the decision and not the Examiner

therefore it is not up to the Town Council to contact the Examiner again. The Examiner has said the green wedge policy was just that and it is not a green belt policy which would carry far more weight. The green wedge was a protective mechanism. There would need to be a very good reason, based upon criteria set in legislation, as to why this should become green belt and we would not meet this criteria. Cllr Wills said the way forward was now to talk to DCC. Cllr Mel Carr agreed with this. Cllr Carr pointed out there is another planning application relating to Sedgefield (ESRG) in which reference is given in the DCC Planning Officer's Report (Item 57) that no weight is to be given to the built up area boundary, however, later in that same report there is reference to the fact that weight does need to be given to The Sedgefield Plan in some instances. Cllr Carr said he felt the Town Council should go back to DCC to ensure the Town gets the best protection from the information that we have got. Cllr Carr suggested the Clerk amend The Sedgefield Plan as recommended and then the Council move forward. Cllr Wills supported this view.

Cllr David Brown asked if the public could speak on this matter. Cllr Mel Carr said this was not an open meeting and the views of the public through the development of The Sedgefield Plan had been made clear and the Town Council were doing what the public wanted by limiting the scope of future development in the Town. On that basis Cllr David Brown said he withdrew his earlier comment.

Cllr Allan Blakemore recommended the Town Council meet with DCC and get clarification from them and then also see if it was correct to get further feedback from the Examiner.

(Cllr Ian Sutherland joined the meeting at this point).

Cllr Mel Carr reported that the Town Council and the Steering Group have complied with the correct process for developing the neighbourhood plan which had resulted in a good plan being produced that only now needs some amendment in order to be able to progress further. He urged the Town Council not to go back to the drawing board on this matter.

Cllr Lynne Dentith said she agreed with the recommendation by Cllr Blakemore, i.e. to meet with DCC to get clarification on the implications of the Examiner's comments and determine whether it was appropriate/possible to correspond directly with the Examiner. Cllr Dentith suggested a copy of the draft letter prepared by the Steering Group be sent to DCC Officers prior to the meeting with them on 26th July 2016 in order to give them advance notification of the issues to be considered. Cllr Gloria Wills said that Cllrs had not been given time to

consider the content of the draft letter and therefore it was not appropriate to share with DCC in advance of the meeting. Cllr Dentith explained the purpose of her suggestion was to try to save time so that DCC Officers could preempt the discussions. Cllr Allan Blakemore agreed with Cllr Dentith as this would give DCC Officers an understanding of the issues to be discussed and prior notification would assist this and allow them to consider whether some form of safeguard could be put into the Plan in order to protect against mass development in the Town.

Cllr Mark Cant said that is Policy 1 was the key issue then why not ask DCC Officers to consider this in advance of the meeting and in the meantime The Sedgefield Plan be amended as per the Examiner's Report? Cllr Gloria Wills asked Cllr Cant if he understood Policy 1 and she then went on to give an explanation and concluded that in terms of the NPPF this was not sustainable as it did not include sites/areas for the duration of the Plan's lifetime. Cllr Wills reminded everyone that DCC had already written to state they did not agree with the Built Up Area Boundary.

Cllr Allan Blakemore referred everyone to paragraph 3 in the draft letter "The independent steering group was advised by planning consultants, Fairhurst, not to identify specific sites to avoid unnecessary expense on environmental assessments that may have no relevance in the future. There is a precedent for this in the report on the Lindfield and Lindfield Rural Neighbourhood Plan produced by your colleague Graham Self MA MSC FRTPi dated 10th May 2015". Cllr Blakemore said the main issue with the Examiner's Report related to Policy 1 and the options available, if any, for protecting future development on the outer edges of the Town. Cllr Lynne Dentith reiterated her earlier suggestion to inform DCC Officers in advance of the meeting the issues that needed to be discussed in the spirit of working together. Cllr Gloria Wills said she had no issue with joint working, however, Cllrs needed time to consider the content of the documentation being shared at this meeting. Cllr Vanessa Carmichael asked why prior notification needed to be given when the meeting was only a few days away. Cllr Blakemore replied a few days would allow DCC Officers the chance to undertake any research that they may need to do. Cllr Carmichael replied the actual meeting on 26th July 2016 is the time to raise the issue.

Cllr Gloria Wills pointed out that if the Town Council makes any changes to the Plan these will need to go back out to consultation. Cllr Allan Blakemore said that if there are no options to safeguard the Town then we have to accept this, however, it was essential that the question of potential defence mechanisms was asked. Cllr Chris Lines stated that if the

Town Council re-writes anything substantive then we would need to go back out to consultation.

Cllr Mel Carr said that DCC already know the Town wants to limit houses and to have them in the right places. The meeting with DCC Officers on 26th July 2016 is a critical time and this will take place before the County Planning Committee meeting regarding the ESRG application. Cllr Carr recommended the Town Council meet with DCC Officers on 26th July 2016 and talks with them rather than telling them in advance what we want to do.

Cllr Tim Jeanes asked if the Town Council chose to ignore the Examiner's recommendation to remove Policy 1 and proceeded then could developer's ignore this Policy anyway? Cllr Jeanes then said it would be better to follow the Examiner's recommendations. Cllr Carr confirmed the Examiner is saying the Plan can only move forwards to Referendum if his recommendations are followed. With regards to Policy 1 this is why the Town Council is going to meet with DCC Officers to consider this particular issue.

Cllr Allan Blakemore recommended the Town Council seeks clarification via DCC Planning Officers regarding potential defence mechanisms. Cllr Blakemore said he felt there are now enough brownfield sites in the Town to achieve 300 houses. Cllr Wills said this would not affect the Plan now but would influence when the Plan is reviewed once made.

RESOLVED:

Sedgefield Town Councillors to meet with Mr Gavin Scott, Mr Stuart Carter and Mr Stuart Timmiss of DCC on Tuesday 26th July 2016 (exact time to be confirmed by the Clerk via email to all Cllrs) in order to seek necessary clarification regarding the recent Independent Examiner's Report and agree the way forward to Community Referendum.

The Chair thanked everyone for attending and closed the meeting at 6.33pm.

SEDGEFIELD TOWN COUNCIL

ENVIRONMENT



Minutes of the proceedings of the **JULY ENVIRONMENT** of the
Council held at **7pm** in the **Council Offices**, Sedgefield, on
Monday 18th July 2016.

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

1. Apologies

Cllrs. Vanessa Carmichael, Joanne Elliott, John Robinson, Maxine Robinson and Dudley Waters

2. Declaration of interest

None

3. Matters of Information

3.1 Tractor Maintenance Report:

The Gardening Supervisor to commence preparing a maintenance schedule for all other gardening equipment upon the appointment of the new Gardener. The Finance Working Group and Gardening Supervisor to commence discussions in 2016/17 in relation to potentially trading in existing tractors and purchasing a new medium sized machine. The Gardening Supervisor has started to investigate potential options. The Clerk to keep Cllrs updated.

RESOLVED:

To receive this information.

3.2 Footpath Outside Hope Inn:

No information has been received regarding revised plans relating to The Hope Inn. A meeting will be scheduled with Mr John Adamson and others when required regarding the village green area at the front of The Hope Inn. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive this information.

3.3 Sedgfield In Bloom – Ceddesfeld Hall Project (Car Park Area):

Currently the Bloom Group are awaiting DCC to apply the second application of spraying. Cllr Ian Sutherland as Bloom Champion will keep Cllrs updated on this project.

RESOLVED:

To receive this information.

3.4 Annual Headstone Safety Testing:

The Gardening Supervisor is liaising with the Council's grave digging contractor to schedule within the next two weeks the laying flat of the remaining 8 headstones which are too heavy to lay flat manually. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive this information.

3.5 Youth Shelter:

Investigations are underway to get the obsolete Christmas decorations stored in the outside toilet block removed, as well as other unwanted items stored in that facility. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive this information.

3.6 Village Green Footpaths:

The Community Development Officer, upon her return to work, will continue liaising

with Cllrs Walton and Carr to prepare a grant funding application. The Community Development Officer to keep Cllrs updated on this matter.

RESOLVED:

To receive this information.

3.7 Ceddesfeld Trees:

AW Treecare have been requested to investigate those trees identified in Cllr Sutherland's report as well as the cherry tree outside Cherry Tree Nursery and the Swedish White Beam near the village green. In addition, the Clerk has received an email from Mr Gordon Peden detailing his concerns regarding trees overhanging Sedgefield Squash Club. The Clerk had requested AW Treecare look at these and provide a recommendation. A tree report has now been received which will need consideration at the September 2016 Environment Committee meeting. In addition, two quotations have been received in relation to the Swedish White Beam and those trees near to Sedgefield Squash Club which will be considered under agenda items 7.2 and 7.3 respectively.

RESOLVED:

To receive this information.

3.8 Memorial Benches:

It is envisaged the Thompson family memorial bench will be refurbished in July 2016. The family have already paid for this work.

Mr Quinn has accepted and paid the Town Council's quotation for a memorial bench for his daughter on the central village green. Orders have now been submitted for this work.

The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive this information.

3.9 Eden Drive Playground Signage Report:

The new sign for Eden Drive Playground, as recommended by DCC as part of their

weekly inspection regime, has now been received and fitted on-site.

RESOLVED:

To receive this information and to close this matter.

3.10 Mediaeval Fayre 2016:

The Clerk has written to Mr John Robinson and requested that for 2017's event and beyond clear clarification is given as to the exact start and finish times for the event along with a request that there is no setting up by fairground rides taking place before 9am so as to allow children easy access to school. No response has been received as yet. The Clerk to keep Cllrs updated on this matter. Cllr Gloria Wills reminded Cllrs that this matter will need to be discussed again prior to next year's event as the issue of impact upon the close of the school day must also be considered. Cllrs agreed.

RESOLVED:

To receive this information.

3.11 Street Lighting Energy Reduction Project:

The Clerk has written to Mr John Reed informing him the Town Council does not wish to proceed with an SLA in relation to these street lights as the financial costs are beyond the Council's budget. Within the letter the Clerk has conveyed the Town Council's belief that DCC do have a duty of care to provide this facility on this main route and questioned if the proposed large scale development on the former Sedgfield Community Hospital site and proposed on-going expansion of NETPark have been considered when making this decision. A response has now been received and will be circulated to all Cllrs under agenda item 6.5.

RESOLVED:

To receive this information and to close this matter.

3.12 County Durham Environment Awards 2016:

No Cllrs have submitted to the Clerk any potential nominees.

RESOLVED:

To receive this information and to close this matter.

3.13 Post Office Complaints:

No complaints regarding the Post Office have been reported to the Town Council since the last meeting. Cllr Tim Jeanes stated that if customers do not use the shop the Post Office will close and gave an account of his own personal experience which had included him being told directly from the shop owner that the current arrangement is not working and is not viable which will mean that once the present contract is up this service may close. Cllr Jeanes said this had not been said to him in a threatening way but merely stating a fact. It had been hoped that taking on the Post Office would bring in additional trade to the shop. Cllr Ian Sutherland said the loss of the Post Office would be felt by people across the Town. Cllr Gloria Wills said this was not a Town Council matter and felt that the reason people had stopping going into the Post Office was because of the pressure they were put under to then purchase something from the shop.

RESOLVED:

To receive this information and to close this matter.

3.14 Proposed Alterations to Rectory Row Junction:

The Clerk had written to Mr Lee Mowbray of DCC seeking confirmation that no changes will now take place to Rectory Row/Crispin Court junction. An email was received by the Clerk on 23rd June 2016 from Mr Lee Mowbray stating that it was his understanding County Cllr John Robinson was to set up a forum in the Town sometime in the near future where a variety of parking/traffic issues would be discussed. Mr Mowbray would therefore assume that a definitive answer one way or the other would be available after such a meeting. In response County Cllr John Robinson had requested to speak on the agenda for the Town Council's Monthly Meeting on Monday 11th July 2016. Also see agenda item 6.2 which relates to this matter.

RESOLVED:

To receive this information.

3.15 Consideration of Request for Great Crested Newt Survey:

The Clerk has written to Mr Christopher Smith of Nathaniel Lichfield & Partners informing him of the Town Council's decision to refuse permission for a Great

Crested Newt Survey in the pond at Ceddesfeld Hall.

RESOLVED:

To receive this information and to close this matter.

3.16 Eden Drive Planning Application Appeal:

The Clerk has circulated to all Cllrs the response received from Mr Terry Collins, Chief Executive, DCC and this letter was on the agenda of the Monthly Meeting held on Monday 11th July 2016 for consideration.

RESOLVED:

To receive this information and to close this matter.

3.17 Station Road Playing Field:

This matter has reverted back to the P&R Committee and is on the agenda for the meeting on Monday 11th July 2016.

RESOLVED:

To receive this information and to close this matter.

3.18 Revised Planning Application – land South of Harap Road, Fishburn:

No Cllrs have submitted any concerns regarding this revised planning application.

RESOLVED:

To receive this information and to close this matter.

3.19 Tenders – Gates for Compound Area in Butterwick Road Cemetery:

A purchase order has been submitted to Peart Fencing Contractors for gates to be made and fitted in the compound area. The unsuccessful tender has been notified. The Clerk to keep Cllrs updated regarding this matter.

RESOLVED:

To receive this information.

The Clerk reported that as agreed at the previous Monthly Meeting or P&R Committee meetings both held on Monday 11th July 2016 the following Additional Items had been placed onto this

agenda and would be considered after 'Correspondence':

A1 – Consideration of Planning Matters

A2 – Consideration of County Cllr John Robinson's Report

A3 – Consideration of County Durham Plan Issues and Options Consultation

A4 – Consideration of Draft Durham City Sustainable Transport Strategy

A5 – Consideration of Stockton Local Plan

RESOLVED:

To consider Item 7 Tenders at the close of the Community Development & Engagement Meeting in order to allow members of the public to remain present in the room.

4. Public Participation

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

Mr Brooker reported that he lives at 9 Crispin Court and a letter from him to the Town Council, accompanied by photographs, is to be considered later at this meeting. Mr Brooker said that a plan had been submitted by DCC's traffic department to make the junction safer and bigger, however, since an on-site meeting in June 2016 he now does not know the status of this plan. Mr Brooker expressed dismay that when he attended the on-site meeting organised by DCC and County Cllr John Robinson other attendees had more paperwork and information than he did. The Clerk reported the issues of highways and environmental health are both DCC responsibilities as the principal authority, however, in the latest correspondence with Mr Lee Mowbray of DCC (dated 23rd June 2016) he had stated his understanding that County Cllr John Robinson was to set up a forum in the Town sometime in the near future where a variety of parking/traffic issues would be discussed. Mr Mowbray would therefore assume that a definitive answer one way or the other would be available after such a meeting. No details of any such meeting have been made known to the Town Council. Cllr Alf Walton reported that he had spoken to Sgt Alex Clarke who had confirmed that only one traffic accident had occurred at this junction since 2011. Cllr Walton had earlier that day looked at all other similar junctions across the Town and described the parking at each which is as per the situation at Rectory Row/Front Street. Cllr Walton acknowledged that he had not had time to consider the various Traffic Regulations which Mr Brooker had stipulated in his letter to be considered under agenda item 6.2. Mr Brooker reiterated his opinion that vehicles parking on the triangular area are doing so illegally.

Mr Saddler reported that he lives in Rectory Row and was speaking on behalf of a lot of people who lived in that location. Mr Saddler expressed strongly his opposition to the proposal being put forward as a result of Mr Brooker's complaint. Mr Saddler said that such action would result in traffic being push around the corner into Rectory Row exacerbating an already difficult parking situation. Mr Saddler believed the proposal by DCC to extend the footpath, install bollards and created a hatched area had nothing to do with traffic, parking or safety but was to protect the view of one resident. Mr Saddler stated that if he set up a petition against these proposals he knew that far more people would be opposed to the proposals than support them.

Ms Amy Saddler reported that she had lived in Rectory Row all her life and there had never been any safety concerns regarding the junction with Front Street, in fact in her opinion the junction actually slows traffic down along this route. Ms Saddler expressed her concerns regarding the detrimental impact the proposed changes to this junction would have upon businesses located in this area of the Town and urged that consideration is given to the bigger picture. This is not a matter which should be determined upon a person's view but should instead be determined by the impact upon the whole community. The proposals presented are misguided and Ms Saddler hoped that the views of the majority would be listened to and any public meeting called would be well advertised. Ms Saddler supported the suggestion of a petition.

Mr Owen Murr reported that he had lived in Sedgfield for 29 years and the last 10 of those in Rectory Row. Mr Murr said that if this junction was illegal this would have been dealt with by now and appropriate prosecutions taken place. Mr Murr said the junction is not illegal.

Mrs Christine Murr reported that she lives in Rectory Row directly opposite the retirement house. She stated that it is already difficult for residents of Rectory Row to park their vehicles outside of their house, or sometimes even on the Row. Mrs Murr said that by bringing more vehicles around the corner into Rectory Row will create even more problems and exacerbate the situation. The proposal to remove four bays from Crispin Court will add to this situation, in fact lots of problems are already experienced when the back of Crispin Court is full. Rectory Row is already very narrow and if such a proposal is to go ahead it needs to incorporate the provision of dedicated parking bays to Rectory Row residents Mrs Murr said that a compromise needed to be found. Mr Brooker said Crispin Court only had three parking bays.

Mr Saddler reported that he also had photographic evidence showing many instances of empty parking bays outside Crispin Court.

Mrs Helen Clifford-Brown expressed her concerns regarding the potential loss of the Post Office and the impact of that on the Town. Mrs Clifford-Brown suggested the Town Council may wish to consider finding out how many people in the Town would be worried if the Post Office closed. If this proved to be a significant number then Sedgfield, Fishburn and Bishop Middleham could perhaps donate money to keep the Post Office going. The Clerk suggested this be considered by the Finance Working Group.

Mr Joe McKenna requested an update on the noise issue relating to Hardwick Hall Hotel. Cllr Alf Walton reported this is to be discussed later in the meeting. Mr McKenna reported the main problem experienced this year related to the recent Lobster Festival. He informed Cllrs that a Noise Action Plan relating to the Hotel had been produced in 2008 and if this is adhered to and enforced this gives appropriate protection. Mr McKenna said that if this Action Plan is now changed the situation will be worse for residents of the Town. He also said the Hotel's managers need to take control of the noise makers. Mr McKenna acknowledged that due to topography and other location specific issues that noise travelled in unusual ways across Sedgfield. Mr McKenna concluded that in his opinion the key issue in this matter is that of enforcement.

Cllr Walton thanked the public for their comments and then re-opened the meeting.

5. Reports

5.1 Hardwick Hall Hotel Noise Complaints Update Report by Town Clerk

The Clerk reported that prior to the meeting a Hardwick Hall Hotel Noise Complaints Update Report had been circulated to all which had summarized the meeting held between the Town Council and Mr Gary Keay, Ms Helen Johnson and Mr Stephen Pollock of DCC on 29th June 2016.

Cllr Gloria Wills reported that if the existing Noise Action Plan (dated 2008) is adhered to and enforced then there should not be any problems. Cllr Wills commented that within the Action Plan are certain actions that do not happen, e.g. the Hotel providing the Town Council with three months advance warning of events. Cllr Wills expressed her frustration that whilst DCC Officers are recommending local people complain when noise is a problem that DCC do not have anyone available on

a Saturday or Sunday to deal with these nor a dedicated helpline. Cllr Wills said that Sedgefield has a problem with noise and she recommended the Town Council press DCC to have an officer available at weekends or to provide a dedicated helpline.

Cllr Mel Carr stated he felt the meeting on 29th June 2016 had been very positive, however, it was made clear to DCC Officers in attendance the Town Council did not want to hear what cannot be done but what can be done. By not having a dedicated facility through which complaints can be made this is not serving any purpose. Cllr Carr said it was important to think carefully about how the Town Council responds to what is already in place.

Cllr Allan Blakemore reiterated DCC's offer that when an event is coming up Environmental Health would provide noise monitoring equipment to be installed around the Town in order to identify the travel and scope of noise. The Town Council need to inform DCC of those events at which they would like such equipment to be installed.

Cllr Mark Cant proposed the Town Council writes to DCC asking they ensure the Noise Action Plan (2008) is adhered to and if necessary enforced then thank them for their offer of installing noise monitoring equipment and identify the next event at which the Town Council would like to use this.

Cllrs Tim Jeanes and David Brown both gave personal accounts of events they had attended within the main Hardwick Hall Hotel building and felt the noise had been excessively loud. Cllr Alf Walton reported that in such instances equipment will be linked to noise limiters that would cut out if the noise went above a certain level. Cllr Allan Blakemore felt the problem were not when events were held in the main building but when events moved outside into the Hall's grounds in marquees.

RESOLVED:

The Town Council writes to DCC asking they ensure the Noise Action Plan (2008) is adhered to and if necessary enforced then thank them for their offer of installing noise monitoring equipment. The Estates Working Group to recommend an appropriate event to the next Environment Committee meeting at which such equipment could be used.

5.2 Proposed Bloom Project – Wall Adjacent To Ceddesfeld Hall Update Report by Town Clerk

Prior to the meeting the Clerk had circulated to all a Proposed Bloom Project – Wall Adjacent To Ceddesfeld Hall Update Report which make Cllrs aware of the outcomes of a meeting held between the Town Council, Sedgfield In Bloom Group and Ms Judith Miller, DCC's Conservation Officer on 21st June 2016 following Sedgfield In Bloom's request on 16th May 2016 to be given permission to re-render the archway wall adjacent to Ceddesfeld Hall. The Clerk reported that since this meeting an email updated dated 6th July 2016 had been received from Ms Judith Miller. Cllrs agreed this matter should be given to the Estates Working Group to consider and bring a recommendation report back to a future Environment Committee meeting. Cllr Ian Sutherland said there was no rush for this work as Northumbria In Bloom Judging has now passed. Cllr Allan Blakemore reported that the SCA Executive Committee are not aware of this issue or the Bloom's longer-term proposal to put a piece of artwork on this wall. The Clerk replied that Mrs Norma Neal's original email of 16th May 2016 had been sent to both the Town Council (via the Clerk) and the SCA (via Mr John Robinson).

RESOLVED:

The Estates Working Group to consider Ms Miller's latest information and bring a recommendation report back to a future Environment Committee meeting for discussion.

5.3 Proposed Sedgfield In Bloom Shed At Ceddesfeld Hall Compound Report by Cllr Ian Sutherland

The Clerk circulated to all a Report by Cllr Ian Sutherland in which he gave clarification regarding the shed which the Sedgfield In Bloom group would like to locate in the compound area at Ceddesfeld Hall. The purpose of this shed was to allow the Bloom Group to store equipment rather than having to continuously move such items around. Cllr Gloria Wills requested the size of this shed which Cllr Sutherland confirmed as being 12ft x 8ft. Cllr Alf Walton said he believed such a shed would help to tidy up this area. Cllr Ian Sutherland also reported the Bloom Group would be responsible for insuring this shed. It was agreed the shed could be installed.

Cllr Sutherland then went on in his report to make the Town Council aware of a

Bloom Group idea whereby they would like to install a large hanging basket, replacing the existing four tubs outside the vets, on DCC owned land. This is just an idea at the moment but the Bloom Group would pay for this basket (at this point Cllr Sutherland circulated a photograph) and its associated installation costs. The work to plant up this basket would be exactly the same as to plant up the existing four tubs. Cllr Gloria Wills requested more clarification as to the proposed location and Cllr Sutherland replied outside the Golden Lion and that DCC Officers were happy with this idea. Cllr Lynne Dentith expressed concerns regarding health and safety surrounding this very large basket and asked who would be responsible for the insurance and future maintenance of this feature. Cllr Sutherland said he would take those points back to the Bloom Group to get answers.

RESOLVED:

- i) Sedgefield In Bloom Group be allowed to install a 12ft x 8ft shed in the compound area at Ceddesfeld Hall Car Park.**
- ii) Cllr Ian Sutherland to report back regarding who would be responsible for insurance and future maintenance of the proposed basket.**

6. Correspondence

6.1 Poly Tunnel (email from Mr John Adair dated 23rd June 2016)

Prior to the meeting an email from Mr John Adair dated 23rd June 2016 had been circulated to all. In this email Mr Adair was seeking the Town Council's permission to erect a 8ft x 6ft poly tunnel on his allotment plot. Cllr David Brown proposed this be accepted. Cllr Alf Walton pointed out there is already a polytunnel on the Butterwick allotment site which is tidy and does not look out of keeping. The Town Council's allotment policies are currently being reviewed and brought together in one strategy document. Currently there is a stipulation that greenhouses can be installed if they are of glass or polycarbonate, however, glass is not viable due to vandalism issues.

RESOLVED:

Mr Adair to be informed he is allowed to have an 8ft x 6ft poly tunnel consisting of aluminum framework with reinforced plastic material on his allotment plot with the stipulation this be removed from the plot if he vacates and which is must also maintain and keep tidy.

6.2 Unlawful parking at the junction of Stockton Road/Rectory Road, Sedgefield (letter from Mr Clive Brooker dated 29th June 2016)

Prior to the meeting the Clerk had circulated to all a letter from Mr Clive Brooker dated 29th June 2016 entitled "Unlawful parking at the junction of Stockton Road/Rectory Road, Sedgefield". The Clerk reported that photographs had accompanied this letter and these were then circulated amongst Cllrs.

Cllr Alf Walton expressed his concerns at the way in which the proposed alterations to Rectory Row/Front Street junction were to be financed and the fact that no reports or information had been brought to the Town Council. Instead this matter had been found out by chance. Cllr Alf Walton asked if the latest position regarding this matter was known. The Clerk reiterated her earlier comments in that the latest correspondence with Mr Lee Mowbray of DCC (dated 23rd June 2016) he had stated his understanding that County Cllr John Robinson was to set up a forum in the Town sometime in the near future where a variety of parking/traffic issues would be discussed. Mr Mowbray would therefore assume that a definitive answer one way or the other would be available after such a meeting. No details of any such meeting have been made known to the Town Council.

Cllr Ian Sutherland reported that one resident from Rectory Row had submitted an FOI request to the Police and been informed that 2 very minor accidents have occurred at the Rectory Row/Front Street junction since 2004. This particular resident had also informed Cllr Sutherland that once he had parked his car on Malton Terrace and had been asked by the Police to move the vehicle to the Rectory Row/Crispin Court area.

Cllr Mark Cant suggested that concerned members of the public write to Mr Lee Mowbray of DCC and ask they be informed of the date and time for the Forum meeting.

Cllr Mel Carr commented the Town Council does not encourage illegal action as was inferred in Mr Brooker's letter. Indeed, Cllr Carr in his own right often contacts the Police when is witnessing any illegal action and gave a recent example relating to the central village green area. Cllr Carr said there are 9 other similar junctions across the Town. He also said many surrounding towns and villages also have similar parking difficulties. With regards to Eden Drive, Stockton Road, Rectory Row, Crispin Court and Malton Terrace there are 45 dwellings with no dedicated parking spaces. All

parking spaces in the Town are therefore essential. Cllr Carr concluded that he has observed a number of times when there have been no cars parked in the areas highlighted by Mr Brooker. Cllr Carr said Mr Brooker should take this matter up with the Police directly.

Cllr Gloria Wills said she took exception to the implication from Mr Brooker's letter that the Town Council allow illegal actions to take place. She felt this was defamatory. Cllr Wills said that unless cars were creating an obstruction then their actions were not illegal. If obstruction were being created then this was a Police matter. Cllr David Brown endorsed Cllr Wills comments and said this was the same at any junction.

RESOLVED:

The Clerk to write to Mr Brooker and thank him for his correspondence and request that any matters relating to traffic obstructions are taken directly to the Police and for any clarification regarding the any Forum meeting he contact County Cllr John Robinson and Mr Lee Mowbray.

6.3 Commemoration of Oak Tree planted by 1st Sedgefield Scouts (letter from Ms Kathy Guppy, Secretary 1st Sedgefield Scouts dated 4th July 2016):

The Clerk circulated to all a letter from Ms Kathy Guppy, Secretary for 1st Sedgefield Scouts dated 4th July 2016 seeking the Town Council's permission to erect a small plaque next to the oak tree planted by the Scouts in 1982.

RESOLVED:

The Clerk to inform Ms Guppy that the Town Council gives its permission for a plaque to be erected so long as it is sympathetic in design to the area.

6.4 Northumbria In Bloom Judging (email from Ms Norma Neal, Sedgefield In Bloom Group dated 16th July 2016):

The Clerk read out an email from Ms Norma Neal on behalf of Sedgefield In Bloom Group giving an update on the Northumbria in Bloom judging which took place on 13th July 2016. The judges had been in the Town from 10.30am until 4pm reflecting how much there is to see and how much work has been undertaken. The Bloom Group expressed their thanks to all who have been involved. The Northumbria In Bloom Awards will be announced on 14th September 2016 and it is hoped that the Mayor will be able to attend this event.

RESOLVED:

To receive this information.

6.5 Street Lighting Energy Reduction Project (email from Mr John Reed, DCC dated 13th July 2016):

The Clerk circulated to all copies of an email from Mr John Reed, DCC dated 13th July 2016 in which he was responding to the Town Council's latest comments regarding the street lighting energy reduction project. In Mr Reed's email he provided a link to the Cabinet Report upon which the decision was based to remove the street lights between Sedgfield and Fishburn. He reported that a risk assessment undertaken by an independent road safety auditor confirmed that it was safe to remove this lighting and therefore DCC do not have a duty of care to provide such in this location. With regards to potential development in this area Mr Reed confirmed that as and when any new developments are proposed the impact on street lighting will be considered in line with DCC's street lighting policy. Any new developments would not lead to the current street lights being reinstated.

As an aside, Cllrs David Brown and Lynne Dentith reported that the faulty street light on Rectory Row still continues to be light 24 hours per day despite numerous complaints to DCC.

RESOLVED:

To receive this information.

6.6 Youth Shelter (email from Ms Norma Neal dated 18th July 2016):

The Clerk read out to all an email from Ms Norma Neal dated 18th July 2016 making the Town Council aware of the state of the area surrounding the Youth Shelter earlier that morning. Ms Neal, accompanied by Ms Sarah Guest, had tidied the area and delivered to the Town Council offices a bag of rubbish. Ms Neal requested this matter be brought to the attention of the Town Council and said she looked forward to a resolution being found this problem which she felt had gone on for far too long. Cllr Walton confirmed that Ms Neal had spoken to him earlier that day. Cllr Gloria Wills expressed her concerns regarding potential health risks to members of the public picking up litter without adequate PPE. Cllr Chris Lines confirmed the issue of the Youth Shelter is part of a current consultation on-going with young people in the Town

and this will be reported at the subsequent Community Development and Engagement Committee. Finally, Cllr Ian Sutherland reported that he had painted the bench outside the toilet block in order to cover up the recent vandalism prior to Bloom Judging, however, this was only an interim job and would still require attention from the Council's contractor when ready to undertake this work.

RESOLVED:

To receive this information.

A1 – Consideration of Planning Matters

The Clerk reported that two additional planning applications had been issued to Cllrs at the Monthly meeting held on Monday 11th July 2016 for their consideration as follows:

DM/16/01992/VOC – variation of Condition 3 of planning permission DM/15/03610/FPA to require submission of Phase 1 Preliminary Risk Assessment prior to construction of industrial shed only and not prior to change of use of the land to general storage and an auction mart, Aycliffe Quarry, Aycliffe Village – Cllrs did not have any objections to this application.

DM/16/02092/TPO – remove two trees (T2 and T3), crown thin by T4 by maximum 15% and reduce the lateral branches restricting maximum branch severance to 1.5m, crown clean T1 and reduce back from the building by a maximum of 2m, 16 Glebe Close, Fishburn – Cllrs did not have any objections to this application.

RESOLVED:

The Clerk to convey the above to DCC Planners.

The Clerk reported that additional information had been requested from Ms Hilary Sperring in relation to planning application **DM/16/01885/FPA** for a proposed detached garage at 3 Heley Mews. Ms Sperring had provided a detailed site plan showing the exact location of the proposed garage. In addition, Ms Sperring had been asked to clarify what does and does not constitute a barn conversion. In terms of the question of when a barn conversion becomes something more this is a little difficult to answer. Once planning permission has been granted for a barn conversion there is nothing to stop future occupiers from applying for planning permission for extensions, alterations of other detached structures within the curtilage of the site. Each application must then be considered on its own merits, in the light of relevant policy and also the individual circumstances of the case. The agricultural character of the conversion, even though it may now be a residential use, would still be an important design consideration in any application. Cllrs did not have any objections to this application.

RESOLVED:

The Clerk to convey the above to DCC Planners.

7/2011/0293/DM – Land South of Harap Road, Garmondsway, Fishburn:

The Clerk reported that a letter had been received from Mr Stuart Timiss of DCC dated 18th July 2016 informing the Town Council that the above planning application would be considered by County Planning Committee on 26th July 2016 in the Council Chamber, County Hall, Durham.

RESOLVED:

To receive this information.

DM/14/01586/OUT – Land to the East of Sedgefield Community College, to the North and South of Butterwick Road, Sedgefield:

The Clerk reported that by chance she had become aware the above planning application was also to be considered at the County Planning Committee on 26th July 2016 in the Council Chamber, County Hall, Durham. The Clerk had contacted Mr Henry Jones of DCC to find out why no correspondence had been received. Mr Jones said a letter or email would most likely be sent. Cllr Allan Blakemore said the Town Council must object to this application on the grounds that it is gross over development, it does not conform to The Sedgefield Plan and it is questionable whether all elements of the application such as the sheltered accommodation and others will ever be achieved. Cllrs Gloria Wills and Alf Walton said this application did include some areas which they considered to be good for development. Cllr Chris Lines disagreed and said this development would radically alter the shape of the Town with no boundary to limit the scale of this. Cllr Chris Lines proposed the Town Council object to this application and send a representative to the County Planning Committee to voice objection. Cllr Allan Blakemore seconded this proposal. A vote took place in which 8 Cllrs were in favour of the proposal and 2 Cllrs voted against the proposal. Cllr Mel Carr volunteered to attend and represent the Town Council.

RESOLVED:

The Clerk to register Cllr Mel Carr as the Town Council's representative at the County Planning Committee meeting as an objector to the above planning application.

A2 – Consideration of County Cllr John Robinson's Report

The Clerk reported that no written report had been received from County Cllr John Robinson.

A3 – Consideration of County Durham Plan Issues and Options Consultation

The Clerk confirmed that, as requested during public participation at the Council meetings held on Monday 11th July 2016, information regarding the County Durham Plan current issues and options

consultation had been placed on the Town Council's website along with reference to the roadshow event in Ceddesfeld Hall on 19th July 2016. Cllrs agreed the most appropriate way to participate in this consultation was for Cllrs to submit their views as individuals.

RESOLVED:

Cllrs to participate in the County Durham Plan Issues and Options consultation on an individual basis submitting their own personal views.

A4 – Consideration of Draft Durham City Sustainable Transport Strategy

RESOLVED:

Cllrs to participate in the consultation relating to the Draft Durham City Sustainable Transport Strategy on an individual basis submitting their own personal views.

A5 – Consideration of Stockton Local Plan:

The Clerk reminded Cllrs that at the Monthly Meeting on Monday 11th July 2016 she had circulated to all an email from Mr John Dixon of Stockton Borough Council dated 11th July 2016 in which he detailed the latest position regarding the Stockton Local Plan. Cllrs confirmed they did not have any comments regarding this Plan.

RESOLVED:

To receive this information.

7. Tenders

7.1 Fencing at Butterwick Road Cemetery:

The Clerk reported that this matter had already been considered at the P&R Committee meeting held on Monday 11th July 2016.

7.2 Trees – North End and White Beam:

The Clerk reported a quote had been received from AW Treecare in relation to the trees along North End and the Whitebeam tree on the village green to crown lift to 2.5m over a footpath and 5.5m high way, crown reduce back from buildings to allow around 1-2m clearance zone but in doing so making sure the trees have a natural shape/form to the best practical standard. Full crown clean to remove any dead wood and damaged branches. 6 trees located on North End. Light Crown lift on Whitebeam tree located on the village green to allow more clearance zone for public.

RESOLVED:

- i) To accept the quote by AW Treecare.**
- ii) The Clerk to check if there are any TPOs on these trees.**
- iii) The Clerk to issue AW Treecare with a Purchase Order number.**

7.3 Trees – Over hanging Sedgefield Squash Club:

The Clerk reported a quote had been received from AW Treecare to prune back the trees and vegetation from around the Squash Club in the grounds of Ceddesfeld Hall. To allow a clearance zone of around 1-2m. This will be brash processed through a woodchipper and chippings left on site.

RESOLVED:

- i) To accept the quote by AW Treecare.**
- ii) The Clerk to check if there are any TPOs on these trees.**
- iii) The Clerk to issue AW Treecare with a Purchase Order number.**

The Chair thanked everyone for attending and closed the meeting at 8.58pm.

SEDGEFIELD TOWN COUNCIL

COMMUNITY DEVELOPMENT & ENGAGEMENT



Minutes of the proceedings of the **JULY COMMUNITY DEVELOPMENT & ENGAGEMENT COMMITTEE** of the **Council** held following the Environment committee meeting in the **Council Offices**, Sedgefield, on **Monday 18th July 2016.**

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

Officer Dr Jane Ayre (Town Clerk)

1. Apologies

Cllrs. Vanessa Carmichael, Joanne Elliott, John Robinson, Maxine Robinson and Dudley Waters

2. Declaration of interest

Cllr Gloria Wills declared a non-pecuniary interest as a member of Sedgefield Development Trust. No other Cllrs declared an interest.

3. Matters of Information

3.1 Amateur Photography Competition:

There has been no time for Cllr Lines and the Clerk to develop a proposal. This work will be scheduled as soon as possible and a proposal presented to a future CD&E meeting. The Clerk has suggested that Cllr Lines may wish to hold this in his capacity as Mayor. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive this information.

3.2 Free Cycle Stands:

The Community Development Officer will continue to liaise with DCC regarding this matter upon her return to work. The Community Development Officer to keep Cllrs updated.

RESOLVED:

To receive this information.

3.3 Draft Sedgefield Grant Funding Policy:

The Community Development Officer will continue to progress this Policy upon her return to work. The Community Development Officer to keep Cllrs updated.

RESOLVED:

To receive this information.

3.4 Sedgefield Day Update:

A date is yet to be set for the 2016 Sedgefield Day debrief. The Community Development Officer to keep Cllrs updated.

The PA system purchased for this event through grant funding has been included on the Town Council's insurance policy.

RESOLVED:

To receive this information.

4. Public Participation

The Chairman, Cllr Allan Blakemore closed the meeting for the public to give their views and comments. Members of the public present did not have views or comments to make. The meeting was then re-opened.

5. Reports

5.1 Grants Funding Update Report by Community Development Officer

The Clerk reported that in the absence of the Community Development Officer there

was no Grant Funding Update Report. The Clerk pointed out to Cllrs that the Parish Hall Project Worker has been asked to take on responsibility for any grant funding applications relating to the Parish Hall, one of which would be considered under agenda item 5.4.

RESOLVED:

To receive this information.

5.2 Delivering Differently Update Report by Town Clerk

Prior to the meeting the Clerk had circulated to all a Delivering Differently Update report. Cllr Ian Sutherland reported that Sedgefield In Bloom had recently purchased and installed three self-watering troughs outside the Social Club and had achieved excellent results with them. Cllr Alf Walton expressed concerns regarding the winter gritting machine which had been identified with £3,000 of the Delivering Differently grant money. Cllr Walton felt the money could be spent in a much more effective way and careful consideration was given to the provision of adequate storage of such to ensure it maintained maximum effectiveness. The Clerk pointed out that this money needed to be spent on winter gritting/salting equipment as per the conditions of the application submitted and awarded.

RESOLVED:

i) To receive this information.

ii) This matter now to be transferred to the Environment Committee agenda to oversee the actual implementation of the self-watering tubs and the procurement of appropriate winter gritting equipment.

iii) Cllr Alf Walton to meet with the Gardening Supervisor to progress the purchase of appropriate winter gritting/salting equipment and to progress this through the Estates Working Group in order to prepare a recommendation.

5.3 Outdoor Fitness Update – Verbal Report by Cllrs Chris Lines and Dudley Waters

Cllr Chris Lines reported that at this moment in time there is no further update to give. Cllr Lines will arrange to meet with the Parish Hall Project Worker before the next meeting in order to assess progress. Cllr Gloria Wills reported that both she and the Clerk had recently obtained a number of product catalogues following their attendance at trade stands at the recent SLCC Regional Roadshow at Hardwick Hall Hotel. The Clerk confirmed these catalogues are now with the Parish Hall Project Worker for

discussion with Cllr Lines.

RESOLVED:

To receive this information.

5.4 Its Up 2U Funding Scheme Update Report by Cllr Mel Carr and Parish Hall Project Worker

Prior to the meeting a report by the Parish Hall Project Worker and Cllr Mel Carr had been circulated to all detailing progress in completing a funding application through the AAP for proposed refurbishment work in the Fletcher Room of the Parish Hall. Cllr Allan Blakemore asked if any assistance in completing the form was being sought from the AAP and the Clerk confirmed that Ms Sandra Stephenson will be contacted when the paperwork is in its final draft so as to verify it has been completed correctly. Cllr Allan Blakemore volunteered to support Cllr Carr and the Parish Hall Project Worker in completing this application. The Parish Hall Project Worker to keep Cllrs updated on this matter.

RESOLVED:

To receive this information.

5.5 Sedgefield Farmers Market Update Report by Mr Roger Clubley, Sedgefield Development Trust

Prior to the meeting a Sedgefield Farmers Market Update Report by Mr Roger Clubley of Sedgefield Development Trust had been circulated to all for information. Cllr Allan Blakemore said the Farmers Market was going very well and this was agreed by fellow Cllrs. Cllr Blakemore welcomed Mr Roger Clubley to the meeting and asked Cllrs if they had any questions for Mr Clubley in relation to his report and the Market.

Cllr Mark Cant asked whether the Market organisers have received any feedback from other businesses in the Town, open on a Sunday morning, as to whether they have received a positive impact upon their business as a result? Mr Clubley replied that Number 4 Teashop do seem to benefit from increased trade during the timing of the Market, however, he commented that it was surprising the Crosshills did not open at this time so as to also benefit. Cllr Chris Lines commented that at one time there had been a coffee stall as part of the market. Mr Clubley confirmed that due to family circumstances this stall no longer trades.

Cllr Alf Walton asked about the gazebos which are used for the market. Mr Clubley confirmed that some of the gazebos are starting to suffer from wear and tear. Mr Clubley said it would be beneficial to have someone check the condition of the gazebos when they are returned after having been used. The Clerk reported that she and Mr Clubley had spoken recently about the state of the Council's garage, including the storage of the gazebos. It is hoped that a winter project for the Council's gardening staff will be to empty the garage, remove rubbish and then improve the layout, however, this work is not going to happen imminently due to other priorities.

Cllr Lynne Dentith asked Mr Clubley about the Market's intention to purchase their own stalls. Mr Clubley confirmed the Market had purchased two new stalls recently with a view to piloting them so that others could be purchased if they were found to be effective. Mr Clubley reported the stalls are no easier to put up than the gazebos. Cllr Allan Blakemore asked if the Development Trust have their own storage facility for such stalls and Mr Clubley replied that at this moment in time they do not have any dedicated storage area.

Cllr Blakemore thanked Mr Clubley for his report and attendance. Cllrs wished the Market continued success.

RESOLVED:

To receive this information.

5.6 Youth Work Update Report by Cllr Chris Lines

Prior to the meeting a Youth Work Update Report by Cllr Chris Lines had been circulated to all. Attached to this report had been a summary findings report prepared by Ms Ellie See of Investing In Children based upon the consultation exercises held to date with young people in the Town. Since the production of this report Cllr Lines informed Cllrs that an on-line survey has been prepared and is live at the moment through Sedgefield Community College's intranet system with the hope this will obtain direct feedback from the 12 year olds plus age category which to date has proved to be the most difficult age group to interact with. This on-line survey can also be cascaded out to other youth groups in the Town. The feedback from this survey will be incorporated into the report by Investing In Children.

RESOLVED:

i) To receive this information.

ii) The Youth Working Group to meet with Investing In Children over the Summer recess in order to bring a recommendation report to the September 2016 Community Development & Engagement Committee meeting.

6. Correspondence

No correspondence had been received.

The Chair thanked everyone for attending and closed the meeting at 8.50pm.