

SEDGEFIELD TOWN COUNCIL



Minutes of the proceedings of the **SEPTEMBER**
MONTHLY MEETING of the **Council** held at
7 p.m. in the **Council Offices**, Sedgefield, on
Monday 12th September, 2016.

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

Officer Dr Jane Ayre (Town Clerk)

1. Apologies

Cllrs. Joanne Elliott, Tim Jeanes and Dudley Waters

2. Declaration of interest

None.

3. STC Minutes / Committee Reports

a. Minutes of Estates Working Group held Thursday 7th July 2016

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

b. Minutes of Community Chest held Monday 11th July 2016

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

c. Minutes of the Monthly meeting held Monday 11th July 2016

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

d. Minutes of the P&R committee held Monday 11th July 2016

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

e. Minutes of Personnel Committee held Thursday 14th July 2016

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

f. Minutes of Special Town Council Meeting held Monday 18th July 2016

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

g. Minutes of the Environment committee meeting held Monday 18th July 2016

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

h. Minutes of the Community Development & Engagement committee meeting held Monday 18th July 2016

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

i. Minutes of Finance Working Group held Thursday 21st July 2016

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

j. Minutes of the Estates Working Group held Thursday 21st July 2016

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

k. Minutes of Special Town Council Meeting held Monday 8th August 2016

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

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

4. Matters of Information

4.1 Planning Applications:

The option of developing a Planning Committee is currently being investigated. The Clerk has a proposal which will be considered at the next Policy & Records Management Working Group meeting. The clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive this information.

4.2 Spring Lane – Formal Complaint:

County Cllr John Robinson was 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. Cllr David Brown asked for an update. County Cllr John Robinson reported he had requested such a meeting with Mr Don McLure of DCC, however, due to his imminent retirement it was suggested this take place with his interim successor Mr Paul Darby in order to hold a meeting in July/August. No response was received. County Cllr John Robinson has now approached Mr McLure's permanent successor, Mr John Hewitt, and requested an urgent meeting stating he would prefer this matter to be resolved before the recently submitted planning application for this site is progressed. County Cllr Robinson to keep the Town Council updated via the Town Clerk. In addition, the Clerk has informed County Cllr Robinson that Ms Sharon Boughey and Ms Karen Knowles were the DCC Officers who investigated the Town Council's complaint regarding Spring Lane.

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 near Butterwick Road 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 from the County Planning Committee held on 5th April 2016 at which the Eden Drive Planning application was discussed. It was agreed that in the interim period issues have moved on.

RESOLVED:

To receive this information and to close this matter.

4.4 DCC Report by County Cllr John Robinson:

County Cllr John Robinson was to investigate and circulate to all Cllrs the Planning Report relating to Sherburn as well as report back the findings from his discussions with DCC Officers. County Cllr John Robinson confirmed the relevancy from the recent Sherburn example had been used by DCC's solicitor in the recent Eden Drive Public Inquiry and will be used in the forthcoming Avant Homes planning appeal.

RESOLVED:

To receive this information and to close this matter.

4.5 Public Participation:

The Post Office have confirmed that the Sedgefield branch Post Office is now a franchise within the shop. It is up to the shop owner how many staff are available to operate the Post Office counter. Between the core hours of 9am – 5.30pm there should be somebody operating the Post Office side of the shop.

RESOLVED:

To receive this information and to close this matter.

4.6 Ceddesfeld Hall Lease Update:

Cllr Mel Carr and the Town Clerk participated in a second independent mediation meeting with the SCA overseen by Durham Community Action. This meeting took place on Monday 1st August 2016 and a further meeting is scheduled for Friday 23rd September 2016. Cllr Carr and the Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive this information.

4.7 Police Report:

A usage sign for the Youth Shelter has now been agreed by the Estates Working Group and an order placed for this sign to be made. The Clerk to keep Cllrs updated on this matter.

In response to Cllr Alf Walton's request for details of any reported accidents at the Front Street/Rectory Row junction, Sgt Alex Clarke has confirmed that since 1st January 2013 there have been no reportable RTCs at this junction, however, there may have been some non-injury RTCs which have not been reported to the Police.

RESOLVED:

To receive this information.

4.8 Public Participation:

The Town Council have reported to DCC Mrs Janet Spalding's concerns regarding the state of vacant private property 15 The Orchard. DCC are liaising directly with Mrs Spalding.

The Town Council have reported to DCC Mrs Julia Bowles' concerns regarding the pothole on White House Drive. County Cllr John Robinson has confirmed that he has also reported this matter.

RESOLVED:

To receive this information and to close this matter.

4.9 County Durham Plan – Issues and Options Consultation:

This matter was discussed at the Environment Committee meeting held on 18th July

2016.

RESOLVED:

To receive this information and to close this matter.

4.10 Draft Durham City Sustainable Transport Strategy:

This matter was discussed at the Environment Committee meeting held on 18th July 2016.

RESOLVED:

To receive this information and to close this matter.

4.11 County Cllr Funding:

The Clerk liaised with Ms Sandra Stephenson of the EDRC AAP to seek specific clarification regarding the restrictions imposed upon how such funds can be spent. As a result the Clerk emailed all Cllrs on 26th July 2016 with a copy of the full Neighbourhood Budget Guide which detailed the budget allocation process in entirety.

RESOLVED:

To receive this information and to close this matter.

4.12 Stockton Local Plan Update:

This matter was discussed at the Environment Committee meeting held on 18th July 2016.

RESOLVED:

To receive this information and to close this matter.

4.13 Concerns Regarding Sedgefield Community Hospital:

As requested the Town Clerk had written 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 requested clarification and assurance of the Hospital's long-term future. In addition, the Town Clerk requested the Town Council be copied into future correspondence and invited to attend future meetings. Responses received were to be considered under agenda items 10.1 and 10.2.

RESOLVED:

To receive this information and to close this matter.

4.14 Sedgefield Plan Update:

Councillors considered the Independent Examiner's Report and then discussed this at a Special Town Council meeting on Monday 18th July 2016.

RESOLVED:

To receive this information and to close this matter.

4.15 Current Planning Applications:

The Clerk had submitted to DCC Planning Officers all comments made by Cllrs in relation to applications 1, 2, 4, 5, 6 and 7.

With regards to planning application 3 (DM/16/01885/FPA) the Clerk sought the required clarification and this planning application was considered again at the Environment Committee meeting on 18th July 2016.

Planning applications DM/16/01992/VOC and DM/16/02092/TPO were also considered at the Environment Committee meeting on 18th July 2016.

RESOLVED:

To receive this information and to close this matter.

4.16 Public Inquiry relating to land South of Eden Drive:

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

RESOLVED:

To receive this information and to close this matter.

5. Dates of Meetings

Dates of the meetings taking place in September 2016 had been circulated prior to the meeting along with events scheduled from October 2016 – March 2017.

RESOLVED:

To receive this information.

6. Police Report

Sgt Alex Clarke presented the Police Report for the period 11th July 2016 – 12th September 2016 in which the following 40 reported crimes had taken place:

Burglary (other):

- 14th July 2016 – Manor House Farm – person(s) entered an insecure open barn adjacent to farm premises and stole a John Deere Quad Bike along with small trailer in tow containing Stihl Fogger and chainsaw. The vehicle was driven approximately 6 miles and before crashing into nearby farm fence/gate and driver flees from scene prior to police arrival leaving bike in situ.
- 15th July 2016 – Bishopton Crossing – allotment entered, entry forced to two outbuildings – nothing stolen.
- 4th August 2016 – Elstob North Farm – medication and a drill stolen from outbuilding where work was being carried out.
- 9th August 2016 – The Grain Store, Bradbury – entry was forced to a storage building and a tractor (worth £17,000), a quantity of bird feed products and a small amount of cash was taken.
- 20th August 2016 – Naylor Road – the locks of 4 garages were removed but nothing stolen
- 5th September 2016 – NETPark – entry was forced to a unit under renovation but nothing stolen as there was nothing inside to take.
- 5th September 2016 – Sedgefield Cricket Club – concrete slab through the rear window, cash register taken from the bar area. This was later recovered near Sadberge.

Theft:

- There have been 17 reported thefts, the majority of which are shoplifting and bilkings. Incidents of note include:
 - 26th August 2016 – attempt theft of farm gates at Breckton Hill Farm, Spring Lane, although the gates were not taken they were damaged.
 - 5th September 2016 – theft horse jump poles from a field of Lizzard Lane.
 - 11th August – 10th September 2016 – the cast iron drainpipes from the roof of St Luke's Church (St Luke's Crescent) were stolen.
 - 4th August 2016 – theft of both number plates from a vehicle in Eden Drive.

Other:

There have been 2 x damages, 5 x assaults and a selection of other offences.

Crime has increased from 77 crimes year to date (2015) to 90 year to date (2016) which equates to an increase of 17%. Detection rates remain at 41% compared to 31% for the same period last year.

In August 2016 there had been 41 incidents of anti-social behavior which compared with 40 incidents for August 2015 which equates to a 3% increase. In August 2016 there had been 17 incidents of youth anti-social behavior which compared with 14 incidents for August 2015 and equates to a 21% increase.

The next PACT meeting will take place on Tuesday 11th October 2016 at 7pm in the Fletcher Room of the Parish Hall. The priority will be youth gathering near to the duck pond and surrounding areas of Eden Drive.

Sgt Clarke concluded by reporting the only other item of note was reported drug taking in and around the Butterwick Cemetery where water from this facility was being used for this activity. Neighbourhood Police Teams are to increase patrols in this area. In addition, due to the increase in rural crime Neighbourhood Police Teams will also be increasing their patrols in the remoter parts of the Parish.

Cllr Alf Walton reported that earlier that day he had been approached by a resident wishing to complain about being hassled by a drug user at Butterwick Road Cemetery. Sgt Clarke said he would investigate this matter. The Clerk confirmed that over recent weeks the Town Council have made regular complaints to the Police via 101 regarding reports of drug use in this location. Sgt Clarke confirmed receipt of these complaints.

Cllr John Robinson reported that some time prior to Sedgefield Day he had reported a green car which had been abandoned on the roundabout towards Winterton as well as a white Mercedes which had been dumped in the lane near towards Winterton. After reporting this matter he had received notification these vehicles would be removed within 10 days. Three weeks later and both vehicles were still in place. Cllr Robinson asked if the procedure for removal of such vehicles could be speeded up. Sgt Clarke explained the Police's procedure is to contact DCC and they usually have such vehicles removed within 7 days. The Police only remove vehicles themselves when the circumstances meet special criteria. Sgt Clarke also reported it had later been determined the Mercedes had been abandoned on purpose

as it was linked to an outstanding hire purchase case.

Cllr Mel Carr thanked Sgt Clarke for his Police Report.

RESOLVED:

To receive this information.

7. Public Participation

The Chairman closed the meeting to allow the public to give their views and comments.

Mrs Anne Scott informed Cllrs that on 25th August 2016 representatives from NWL had attended Station Road Playing field and upon questioning it was found they were responding to a complaint and this resulted in them spending a full day emptying the balancing tank on the field near to Hornby Avenue. By chance there was very heavy rain the following day and this reiterated the important of continuous maintenance of the balancing tank as Mrs Scott believed that had this not been emptied then discharge could have been released due to excessive rain. Mrs Scott reported the willows on the playing field have grown considerably since they were coppiced a couple of years ago and she urged the Town Council to consider having these coppiced again in the Spring as previously this had been left too late. Finally, Mrs Scott reported that she was pleased DCC were considering village green status for the playing field and also exploring options, and costings, for a wetland feature. Mrs Scott expressed her appreciation to Cllrs Wills and Walton for their on-going support and involvement and also County Cllr John Robinson for his assistance.

Mrs Janet Spalding reported that the resubmitted planning application for the three corner field will be considered by Planning Committee on 20th October 2016. She asked if the Town Council were aware of this. The Clerk replied that no notification had been received, however, she would investigate this matter and update Cllrs.

Mr Mort Spalding stated he would like to thank those Cllrs who had attended recent planning hearings and inquiries and backed the views of residents which had been expressed in both letters to the Town Council and evidenced in The Sedgefield Plan. Mr Spalding said he had been taken aback when the Mayor of Sedgefield had on several occasions voiced an alternative view to that submitted by the Town Council and feared this implied the Town Council were not united and this could jeopardise the ultimate outcome of planning decisions. Mr Spalding felt that comments made at the recent planning hearing for

development of the old Sedgefield Hospital site cast doubt on the validity of the consultation process undertaken for The Sedgefield Plan when the Examiner had in fact praised the approach taken to consult with the community. While Mr Spalding said that he recognized any Cllr could hold a different view to that of the rest of the Council he felt there must be some requirement for compliance to the Town Council's stance so as not to undermine. Mr Spalding asked if the Council had a protocol for such circumstance and whether the Cllr in question would be censured?

Mr Alan Pattison said that he was speaking as an independent person and not a member of any Group. He said he was disappointed with the Town Council as several weeks ago there had been a Council meeting regarding The Sedgefield Plan at which less than half of Cllrs had attended. He went on to say at the recent Eden Drive Planning Inquiry only a few Cllrs had attended and participated with him questioning if the Council were against this proposed development. Mr Pattison said Cllrs were elected to look after the populations interests. He then expressed his dismay at the way in which The Sedgefield Plan keeps being deferred and he felt this was like a delaying tactic until the County Durham Plan is in place. Mr Pattison felt The Sedgefield Plan could have been presented to the Planning Inspector at the recent Inquiry as a robust Plan instead it was made to appear that SVAG are a minority group. He felt if more civic representatives had attended this could have made a difference. At the County Hall last week (for the application relating to the former Sedgefield Hospital site) there were two Cllrs who spoke in favour of the development and another who spoke against which had the effect of undermining the preferences of local residents. Mr Pattison felt the site is now like a bomb site and vulnerable to being the site of a future horse fair. Mr Pattison wanted to know which residents have spoken to Cllr Lines about this site and where was the evidence of this. Mr Pattison disputed claims the old Hospital is too remote and reminded people that when it was a Hospital visitors accessed it by walking there without complaint. Having lived in the Town for 16 years Mr Pattison said residents could not be complacent about it remaining as now in the future. He concluded by asking the purpose of the Town Council and felt that it a Cllr in such odds with the majority should seriously consider his position. Cllr Mel Carr responded by saying the Town Council does try to reflect the wishes of the Town and appreciated that in some instances, because of the procedures the Council must legally comply with, this can give the impression that movement is slow.

Mrs Julia Bowles reported that she has been informed that Avant Homes have now lodged an appeal with the Planning Inspectorate, the starting date of which was 31st August 2016 despite notification having only been issued on 12th September 2016 which impacts upon the necessary timescale for action. With regards the Eden Drive appeal, the Town Council had

supported the SVAG obtaining Rule 6 Status and Mrs Bowles hoped this approach would be used again in the future. Mrs Bowles thanked Cllr Wills for her support during the Eden Drive Inquiry and thanked the public and Cllrs for speaking. She felt this was an example of what could be achieved when working together and that it could make a difference. Mrs Bowles thanked Cllr Carr for pointing out that the car parking spaces figure stated in official documentation was incorrect. Mrs Bowles expressed her disappointment that Cllr Lines had discredited the SVAG during this Inquiry and then again at the Committee hearing relating to the former Hospital Site, the decision made in relation to the latter going against the wishes of the public. Mrs Bowles concluded by saying the SVAG were going to meet and determine their way forward as she felt there had been some serious accusations aimed against them.

Cllr Mel Carr asked Cllr Chris Lines if he would like the opportunity to respond to the criticisms aimed against him. Cllr Lines accepted this opportunity and pointed out that he would endeavor to respond to all comments made despite the short notice for doing so. Cllr Lines pointed out that the Town Council is not united as its views regarding future development have not been unanimous and that like an issue which was raised in similar circumstances the previous year while being Mayor it is also possible to have your own voice. Cllr Lines pointed out that when he had attended the Planning Committee meeting relating to the former Hospital site he had clearly stated at the outset that he was not representing Sedgefield Town Council and that he would be speaking in a personal capacity. Cllr Lines said that he respected people who stood up for what they believed, however, he requested clarification from the SVAG in order to be convinced the Group speak on behalf of all Sedgefield residents or majority of residents. Cllr Lines asked who runs the SVAG, how is it financed, who leads the Group, what is the Group's constitution, how are agendas set and circulated, how can residents contact the Group to join or influence? Cllr Lines said that he required answers to these questions before he could accept the SVAG represents all of Sedgefield. Cllr Lines pointed out that he was elected to his position on a strong mandate that he would make a full assessment of the facts, the full picture and genuine dialogue with all ages of Sedgefield residents in order to make decisions. He said he was not ashamed of his position and would continue to campaign on that mandate. Cllr Lines pointed out that he did not undermine all public consultation undertaken in relation to The Sedgefield Plan only that pertaining to the Site Preference Survey which received 331 responses of 138% of households (not residents). This equated to less than 6% of residents in the Town. At the time Cllr Lines had questioned some of the methodology of this survey in which nine sites were outlined but only eight listed for voting purposes. Cllr Mel Carr thanked Cllr Lines for explaining his views and the position he had taken at the recent meetings. Cllr Carr informed members of the public that they could follow up any comments should they wish with Cllr

Lines personally.

Cllr Mel Carr, as Chair, re-opened the meeting.

8. Internal Reports

8.1 Chairman's Report

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

- 10 Sedgefield Town Council meetings;
- 5 days of the Eden Drive Public Planning Inquiry at Sedgefield Racecourse;
- Represented Sedgefield's Mayor at two events at Shildon and Spennymoor;
- Sedgefield Mayor's Civic Service.

RESOLVED:

To receive this information.

8.2 Mayor's Report

The Mayor reported the following events:

- His Civic Service had taken place in St Edmund's Church on Sunday 17th July 2016. He thanked those Councillors who had attended and Ms Jane Young for all her support in arranging this event.
- He had attended the Leavers Assembly at Sedgefield Primary prior to the school's Summer holidays.
- He had attended a very successful Sedgefield Show which had included distributing prizes as well as hosting his own charity fund raising sports themed stall.
- Along with 8 other members of Sedgefield Harriers, he had visited Hamminkeln and met with Mayor (Burgermeister) Bernd Romanski to discuss the history and future of the Twinning Association and to encourage a new generation of participants with hopefully a strengthened sporting theme in the future. As part of this visit a special pennant was commissioned and only four copies produced which have been shared. The Mayor duly gave the Town Council's pennant to the Clerk for display with other Twinning Association memorabilia.
- He had attended and judged the World Spoons Festival as part of the recent Folk Festival at which Bert Draycott was awarded champion with Archie Quarmby winning the junior award.

The Mayor will accompany Sedgefield In Bloom members on Wednesday 14th September 2016 to the Northumbria In Bloom Awards and wished everyone involved good luck.

Finally, the Mayor reported that he has set up a Mayor of Sedgefield's Events 2016/7 Facebook page in order to promote his fund raising events and activities.

RESOLVED:

To receive this information.

9. External Reports

9.1. East Durham Rural Corridor Area Action Partnership Board Meeting – Key Messages:

The Clerk circulated to all Cllrs for information the Key Messages from the latest East Durham Rural Corridor Area Action Partnership Board Meeting held on 6th September 2016 and informed Cllrs the next Board Meeting will take place on 5th October 2016 from 5pm – 7pm at Bowburn Community Centre.

RESOLVED:

To receive this information.

10. Correspondence

10.1 Franziska Willer Ward (letter from Mr Phil Wilson MP dated 27th July 2016)

Prior to the meeting the Clerk had circulated to all copies of a letter from Mr Phil Wilson MP dated 27th July 2016 relating to the status of the Franziska Willer Ward at Sedgefield Community Hospital. This letter was received as a result of the Town Council contacting Mr Wilson to express concerns at recent events. Mr Wilson confirmed he meets with the Chair and CEO of the County Durham and Darlington NHS Trust on a regular basis with the next meeting scheduled for mid-September 2016 and the issue of the Franziska Willer Ward will be on the agenda. Mr Wilson said he would ask the Trust copy the Town Council into any future correspondence relating to this matter and that should any future meetings be called that Town and Parish Councils whose parishioner's use the facilities be asked to attend.

RESOLVED:

To receive this information.

10.2 Franziska Willer Ward (letter from Ms Sue Jacques, Chief Executive, County Durham & Darlington NHS Foundation Trust dated 5th August 2016)

Prior to the meeting the Clerk had circulated to all copies of a letter from Ms Sue Jacques, Chief Executive of the County Durham & Darlington NHS Foundation Trust dated 5th August 2016 in response to the Town Council's letter of concern. Ms Jacques' letter outlined the staffing pressures that impacted upon the ward as well as the actions undertaken to overcome those and the reasons for consideration a temporary closure. Ms Jacques concluded that looking ahead the Trust would be working closely with the local Clinical Commissioning Group and health and social care partners regarding sustainable services and care within the community setting.

Cllrs considered the content of Ms Jacques letter, along with that of Mr Phil Wilson's letter, and agreed it was important to closely monitor this situation as reduced facilities within other locations was very topical in the media currently. County Cllr John Robinson reported that County Cllrs have been invited to attend a meeting in Durham at the end of September 2016 with Ms Jacques and Mr Stuart Finley (Chief Executive of the Clinical Commissioning Group). Cllr Gloria Wills felt decisions would ultimately come down to finance and not patient care. Cllr Wills also commented there are qualified people looking for work in this type of setting.

RESOLVED:

i) To receive this information.

ii) Cllrs to closely monitor developments in relation to Sedgfield Community Hospital.

iii) County Cllr John Robinson to keep the Town Council updated following the County Cllrs meeting in Durham with Ms Jacques and Mr Finley.

10.3 Planning Application DM/15/011122/PPA – Spring Lane (letter from Mr Clifford Swinbank dated 23rd August 2016)

Prior to the meeting the Clerk had circulated to all a letter from Mr Clifford Swinbank dated 23rd August 2016 in which he detailed his objections to the planning application having been resubmitted in relation to Spring Lane. Mr Swinbank had conveyed these objections directly to DCC Planning Officers and shared a copy with the Town Council for information. The Clerk reported that this particular planning application would be considered under agenda item 12 and that she had additional information to convey to Cllrs.

RESOLVED:

The Clerk to write to Mr Swinbank updating him as to the Town Council's discussions regarding this particular application.

10.4 Section 78 – Notification of Planning Appeal (letter from Mr Stuart Timmiss, DCC dated 12th September 2016)

The Clerk circulated to all Cllrs a letter which had been received earlier that afternoon from Mr Stuart Timmiss of DCC dated 12th September 2016 informing the Town Council that Avant Homes have lodged an appeal with the Planning Inspectorate against the local authority's decision to refuse planning permission for up to 150 dwellings on land to the South of Beacon Lane, Sedgefield. The Clerk suggested Cllrs have time to consider the content of this letter and this matter be discussed at the Environment Committee meeting on 19th September 2016.

RESOLVED:

Cllrs to consider the content of this letter and discuss this matter at the Environment Committee meeting on 19th September 2016.

11. Sedgefield Plan

11.1 Sedgefield Plan Update Report by Town Clerk

Prior to the meeting the Clerk had circulated to all a Sedgefield Plan Update report. For the benefit of members of the public in attendance the Clerk talked through the content of this report which Cllrs had considered prior to the meeting. Within this report was reference to the procedure for moving the plan forward following amendment stating the Town Council undertake a public consultation exercise, re-submit to DCC and then they perform their 6 week statutory consultation procedure in-line with Regulation 16, i.e. there is no need for the Town Council to have to re-perform its 6 week statutory consultation process as per Regulation 14. The Clerk reported that earlier that day (12th September 2016) she had received an email from Mr Stuart Carter of DCC reporting that following consultations with the Independent Examiner it had been confirmed the correct procedure would be for the Town Council to re-perform its Regulation 14 statutory consultation process and then re-submit to the County Council for re-performance of Regulation 16 statutory consultation. Cllr Chris Lines asked if the Plan would carry any weight at the point of pre-submission. Cllr Gloria Wills urged the Council to now quickly proceed with the additional amendments agreed in order that the Built Up Area Boundary can be considered once the Eden

Drive planning inquiry outcome is known. Cllr John Robinson agreed with Cllr Wills comments and requested the Clerk seek assurance in writing from DCC that it will continue to support the progression of The Sedgefield Plan as quickly as possible, ideally before Christmas. Cllr Allan Blakemore stated there are some aspects of The Sedgefield Plan which can be easily amended, however, the issue of the Built Up Area Boundary cannot be considered until 7th October 2016 which means thereafter public consultation and statutory consultation processes need to take place that will make the achievement of a Christmas deadline potentially difficult albeit we should aim for as quickly as possible. Cllr Lynne Dentith suggested the work that can be done now is started as soon as possible with those people who attended the meeting with 17th August 2016. Cllrs agreed with this suggestion.

RESOLVED:

- i) To receive this information.**
- ii) The Clerk to set up a meeting to amend The Sedgefield Plan.**

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/16/02555/FPA – application for new cement based render to all existing red brick external walls of the ambulance station, Fishburn Ambulance Station, Front Street, Fishburn:**

Cllrs did not have any objections to this application.

- 2. DM/16/02564/FPA – 1 no dwelling, Old Pens Site, West Park Lane, Sedgefield:**

Cllr David Brown reported this site had been subject to a planning application previously and this had now lapsed. Cllr Gloria Wills confirmed this and said the original planning application had been given a further extension of 3 years for a bungalow (single level) on the site. The planning application now submitted is for a large house. Local residents have expressed concerns regarding over development of this site and the height of the proposed dwelling which will change dramatically this aspect of West Park Lane. Cllr Wills also pointed out the latest application does not in any way reflect the design features of the previous application. Cllr Lines agreed it would dwarf the nearby existing bungalow and affect the sight line. Cllr Maxine Robinson commented the house being proposed would be large for the area, an area which is bordered on three sides by the Conservation Area as well as changing the

aspect towards West Park. The dwelling proposed is a high property on an elevated road and suggested that a single storey building would be more in keeping with the surroundings. It was agreed that this application should be called in for determination by Planning Committee with objections detailed as discussed.

3. DM/16/02591/FPA – enlargement of front and rear dormer window, 18 White House Drive, Sedgefield:

Cllrs did not have any objections to this application.

4. DM/16/02622/FPA – conversion of redundant storage/workshop building to form a single dwelling (resubmission of DM/15/01122/FPA), Caravan, Spring Lane, Sedgefield:

The Town Clerk informed Cllrs that due to the timing of the publication of this application, and the history to this site, she had written to DCC requesting this application be called in for determination by County Planning Committee and that detailed comments of the Town Council's views would follow. The Clerk then reported that in relation to this site an email had been received from Ms Susan Porter, Senior Planning Enforcement Officer of DCC dated 6th September 2016 informing the Town Council that due to the submission of the above planning application the enforcement file relating to this site has now been closed. Once the planning application process is concluded DCC will reconsider the state and condition of the site to determine if there is anything that can be enforced through the planning legislation at that time. Cllr David Brown reminded Cllrs of the history of this site and expressed his frustration at the lack of earlier enforcement action by DCC. Indeed it was as a result of this lack of action that the Town Council had lodged a formal complaint with DCC and is now to be progressed by County Cllr John Robinson. Cllr Brown concluded by asking why has this application been resubmitted within weeks of an appeal being refused by the Planning Inspectorate? Cllr John Robinson reported that he had called this application in for consideration by Planning Committee and he had also written a letter to Mr Stuart Timmiss of DCC asking for clarification on the law regarding the timescales and procedures for appeals and resubmissions of applications. Cllr Walton commented there was no change to the latest application when compared to the original. Cllr Mel Carr agreed and reminded Cllrs that the recent Planning Inspector's report had commented when refusing the appeal that following his visit to the site he did not feel the building identified was actually a building. Cllr Allan Blakemore questioned why DCC were allowing this application to be submitted and then processing when in fact they should be refusing to accept it. Cllr Gloria Wills said this is the same situation as occurred with the three corner field, i.e. where is the substantial change between this latest application and the original? It does also not comply with the NPPF whereby

housing should be located where it will enhance/maintain rural life. There is no evidence that the existing building can be converted. Cllr Ian Sutherland asked if DCC were in breach of the law by accepting this application with no substantial change and questioned if the Town Council should seek a qualified opinion. Cllr Mel Carr replied that such an opinion is the role of DCC. It was agreed the Town Council would submit a letter objecting to this application as there is no substantial difference between the original and current applications as well as question why this application is being processed and quote Section 70. It was also agreed an email be sent to Ms Susan Porter expressing the Town Council's dissatisfaction that enforcement is being deferred in favour of the planning application.

RESOLVED:

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

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 19th September 2016:

DM/16/02655/FPA – 20 pitch touring caravan site and 10 tent pitch site, portable toilet/shower block with hardcore road and caravan pitches, Blacksmiths Arms, Preston Lane, Preston Le Skerne.

DM/16/02736/AD – erection of replacement freestanding and fascia signage relate to proposed sub-fascia with Argos lettering and logo, Sainsburys, Sedgefield

DM/16/02807/FPA – erection of single storey side/rear extension, 11 Rowan Oval, Sedgefield

DM/16/02855/FPA – demolition of existing garage, removal of tree and extension of existing dwelling, St Johns Presbytery, West Park Lane, Sedgefield

The Chair thanked everyone for attending and closed the meeting at 8.26pm.

SEDGEFIELD TOWN COUNCIL



POLICY & RESOURCES

Minutes of the proceedings of the **SEPTEMBER POLICY & RESOURCES** of the **Council** held following the Monthly meeting in the **Council Offices**, Sedgefield, on **Monday 12th September 2016**

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

1. Apologies

Cllrs. Vanessa Carmichael, Joanne Elliott, Tim Jeanes and Dudley Waters

2. Declaration of interest

None.

3. Matters of Information

3.1 Epitaph Training:

Training for the Clerk and Gardening Supervisor is on-hold whilst the Council's Finance Working Group consider the potential use of RBS as a financial package vs the current Edge software. A recommendation report will be brought to a future P&R Committee meeting.

RESOLVED:

To receive this information.

3.2 Creating A Mayor's Charity:

The Charity Commission have now responded to the Town Council's application to create a Mayor's Charity. This response entails a number of questions. These were briefly considered by the Finance Working Group at its meeting on 23rd June 2016 and it was agreed that the Clerk and Cllr Wills would prepare a response to the Charity Commission as quickly as possible. 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:

County Cllr John Robinson to keep the Town Council updated as progress is made by DCC Highways in relation to time limiting the layby near Bells Store. Cllr Chris Lines commented that a resident had expressed concerns that if such a proposal went ahead this would only result in parked vehicles moving around the corner into Whitehouse Drive. County Cllr Robinson reported that DCC have deferred all other traffic restriction decisions until a decision is made in the area around Bolams. He expressed his frustration that DCC's Highways Committee, at which the parking around Bolams was to be considered, has been cancelled four times to date. Several Cllrs expressed their concerns that as the festive season approaches the parking problems experienced in and around this are in previous years will be repeated. County Cllr Robinson said it would assist him if the Town Council could write to DCC and express their concerns at the lack of progress on this matter and worries about the potential impact if not action is taken soon. Cllrs agreed to this request.

RESOLVED:

The Clerk to write to Mr Dave Wafer of DCC to outline the Town Council's concerns regarding parking in and around Bolams.

3.4 Production of Staff Handbook:

The Clerk has produced a DRAFT Staff Handbook and this is for consideration by the Personnel Committee in the first instance. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive this information.

3.5 Station Road Playing Field:

The Clerk has written to Mr and Mrs Scott requesting a copy of photographic 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. This evidence has been supplied and agreement given.

The Clerk has written to NWL requesting they proceed with the offer made to County Cllr John Robinson in September 2015, stating 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 culvert. A response is now awaited. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive this information.

3.6 Release of Paths Partnership Funding:

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

RESOLVED:

To receive this information and to close this matter.

3.7 Sedgefield Out Of School Fun Club:

The Sedgefield Out Of School Fun Club's Terrace Hill funding has now been released.

RESOLVED:

To receive this information and to close this matter.

3.8 Your Council, Your Finances, Your Responsibility:

This very useful training event held on 8th September 2016 was attended by Cllrs Allan Blakemore, Maxine Robinson and Gloria Wills as well as the Town Clerk and the Financial Assistant/Receptionist.

RESOLVED:

To receive this information and to close this matter.

3.9 NALC Conference:

No Cllrs have requested to attend this event.

RESOLVED:

To receive this information and to close this matter.

3.10 Appointment of Gardener:

Mr Ben Gray took up post of Town Council Gardener on 1st August 2016.

RESOLVED:

To receive this information and to close this matter.

3.11 Parish Hall Replacement Boiler:

JPL have now installed a new boiler replacing the left-most boiler in the Parish Hall which provides hot water to the building and heating to the foyer, Fletcher Room and toilets. This work has also included tamper-proof thermostats to all connected radiators.

RESOLVED:

To receive this information and to close this matter.

3.12 Butterwick Road Cemetery Fencing:

Work has now commenced by Pearts Fencing on erecting the new Town Council compound fencing at Butterwick Road Cemetery.

RESOLVED:

To receive this information and to close this matter.

3.13 Gardening Portacabin – Electricity Connection:

Northern Powergrid have been informed of their successful tender and a cheque has been issued for this work. Notification has now been received that Northern Powergrid will undertake this work later this week. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive this information.

4. Public Participation

The Chairman, Cllr Gloria Wills, closed the meeting for the public to give views and comments. The member of the public present did not have any comments to make. Cllr Wills re-opened the meeting.

5. Reports

5.1 Town Council Financial Donation To CAB Update Report by Town Clerk

Prior to the meeting the Clerk had circulated to all a Town Council Financial Donation To CAB Update Report for consideration.

Cllr Gloria Wills asked if CAB received financial donations from any other Councils in our area. Cllr Allan Blakemore confirmed that Fishburn Parish Council make a donation as well as the Sedgefield Charities, however, exact amounts were unknown. Cllr Wills said she felt it was too much for CAB to expect a financial donation as well as accommodation for two rooms.

Cllr Lynne Dentith pointed out that the Town Council spend over £3000 on plants with the result that Sedgefield looks very nice, however, funds are tight so choices need to be made. Vulnerable people in Sedgefield are the ones not seen by the Town Council and those people need the CAB service. CAB usage is not a numbers game and if the Town Council does not have the money to provide a financial donation then Cllr Dentith suggested that savings are found to fund such a donation. Cllr David Brown supported the views of Cllr Dentith and said the CAB was an important service for vulnerable people and he did not want to see the Town lose the service.

Cllr Maxine Robinson asked if the CAB used the Town Council's telephone when delivering their drop-in session. The Clerk confirmed they did. Cllr Robinson then pointed out the accommodation at Ceddesfeld Hall does not provide this facility and asked if the CAB could give its advisors a mobile phone? The answer to this question was unknown.

Cllr Mel Carr suggested that Option 1 would be the best, i.e. to make a financial donation of £1250 to CAB and to continue to provide their officers with access to the front office in the Town Council Offices on alternate Wednesday mornings. Cllr Alf Walton replied it was not appropriate to have CAB clients waiting in the Council Offices reception, however, he said there are vulnerable people in the Town who do

need the support provided by CAB. Cllr Wills felt it was disruptive to Town Council staff working in the reception area.

Cllr Ian Sutherland asked if the CAB were happy with the existing accommodation in the Council Offices. The Clerk confirmed that they are and Mr Bradbury had said the accommodation provided by the Town Council was far superior to many of their other drop-in session venues. Cllr Lynne Dentith confirmed this as well.

Cllr Mark Cant suggested an alternative option whereby the Town Council provide a financial donation as stipulated in the report but the SCA provide the accommodation to CAB free of charge. Cllrs did not feel it was appropriate to speak for the SCA. At this point Cllr John Robinson declared an interest as Secretary of the SCA).

Cllr Gloria Wills reiterated her concerns about disruption and impact upon those Town Council staff working in the reception area and felt the best option was for this service to receive a Town Council financial donation of £1250 and to pay for one room's rent hire at Ceddesfeld Hall with possibly the SCA providing the other room free if they felt a waiting room was required. Cllr John Robinson agreed he would raise this matter at the forthcoming SCA Executive meeting later that week.

Cllr Maxine Robinson suggested that clarification be sought first regarding whether or not the CAB needed a telephone in order to operate their service, however, other Cllrs felt that was an operational issue for CAB to overcome if necessary.

Cllr Lynne Dentith suggested Option 1 be accepted so that CAB knew the Town Council still supported the service while at the same time considering the potential use of Ceddesfeld Hall as a suitable venue in the longer-term.

Cllrs Maxine Robinson, John Robinson and Ian Sutherland said they would abstain from further comment due to their involvement with the SCA.

RESOLVED:

- i) The Town Council to make a financial donation of £1250 to CAB and to pay for the hire of a consultation room at Ceddesfeld Hall as the venue for the fortnightly drop-in sessions.**
- ii) The Town Clerk to write to the SCA Chair with this recommendation and upon receipt of a response to notify the CAB.**

5.2 Parish Hall Update Report by Estates Working Group

Prior to the meeting the Clerk had circulated to all a Parish Hall Update Report by the Estates Working Group. This report detailed the work which has been completed in the Parish Hall Refurbishment Project since July 2016.

RESOLVED:

To receive this information.

5.3 Butterwick Road Cemetery Report by Estates Working Group

Prior to the meeting the Clerk had circulated to all a Butterwick Road Cemetery Report which provided Cllrs with a very detailed update on the status of the work being undertaken to bring into service the new area of the cemetery. Cllr Ian Sutherland asked why an area of non-consecrated ground was to be kept and the Clerk explained this would be for non-Church of England faiths which blessed coffins prior to burial. Cllr Chris Lines praised this as a good piece of work and fellow Cllrs agreed.

RESOLVED:

i) To receive this information.

ii) To adopt with immediate effect the new Butterwick Road Cemetery, Sedgefield – Rules and Regulations attached to the report. Upon adoption the Town Clerk will ensure copies are issued to all Undertakers and Memorial Masons who operate in the cemetery requesting they sign to abide by these Rules (and any instances of non-compliance will be immediately followed up by the Town Council). A copy of the new Rules and Regulations will be displayed on the Council’s website and in the Council Offices plus a copy to be issued every time someone purchases an Exclusive Burial Right.

5.4 Allotments Policy Report by Estates Working Group

Prior to the meeting the Clerk had circulated to all an Allotments Policy Report by the Estates Working Group.

RESOLVED:

To adopt with immediate effect the new Allotment Policy attached to the report. Upon adoption the Town Clerk will immediately ensure copies are issued to all existing allotment holders and are issued to future allotment holders along with their allotment contract. A copy of this Policy will also be displayed on the

Council's website and in the container at Butterwick Lane allotments and in the cabin at Winterton allotments.

5.5 Consideration of Comments Made During Public Participation Regarding Post Office Report by Finance Working Group

Prior to the meeting the Clerk had circulated to all a Consideration of Comments Made During Public Participation Regarding Post Office Report by the Finance Working Group in which it was agreed that no action is required by the Town Council at this point in time as no direct approach has been received.

RESOLVED:

To receive this information.

(Cllrs John and Maxine 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 5th September 2016) / Expenditure (as at 5th September 2016 minus unapproved cheques after 8th August 2016)

Cllr Wills reminded Cllrs that the income figure is distorted as it includes £60,000 transferred from reserves for the refurbishment of the Parish Hall.

RESOLVED:

The monthly accounts as had been circulated were approved.

6.2 Cheques for approval after 8th August 2016

Details of cheques for approval from 31st August 2016 – 5th September 2016 had been circulated to all Cllrs prior to the meeting. The Clerk circulated copies of cheques for approval for 9th – 12th September 2016.

RESOLVED:

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

(Cllr Allan Blakemore left the meeting at this point)

6.3 Debtors List as at 5th September 2016

RESOLVED:

To receive the Debtors List as at 5th September 2016.

6.4 Bank/Cash Reconciliation Report by Town Clerk

Prior to the meeting the Clerk had circulated to all a Bank/Cash Reconciliation Report for their consideration.

RESOLVED:

The Finance Working Group will bring to a future P&R Committee meeting a recommendation for the most appropriate financial software package for the Town Council moving forward into 2017/18.

6.5 External Audit 2015/16 Update Report by Town Clerk

Prior to the meeting the Clerk had circulated to all an External Audit 2015/16 Update Report for their consideration. The Clerk confirmed the Town Council's period of Public Rights consultation expired on 20th July 2016 during which no-one had requested access to the Council's accounts. The Clerk also confirmed that the additional evidence requested by the External Auditor had been supplied. The Clerk will keep Cllrs updated when further information is received from the External Auditor.

RESOLVED:

To receive this information.

6.6 Terms of Reference and Budget for Community Chest Report by Finance Working Group

Prior to the meeting the Clerk had circulated to all a Terms of Reference and Budget for Community Chest Report produced by the Finance Working Group.

RESOLVED:

i) To immediately adopt the revised Terms of Reference for the Community Chest Committee and to publish these on the Council's website.

ii) An amount of £500 be re-allocated from the Council's reserves to the Community Chest with immediate effect to reflect the unallocated Community

Chest money from 2013/14 – 2015/16 which went back into the Town Council's budget.

6.7 Medium Term Financial Planning and 2017/18 Budget Setting (letter from Mr Jeff Garfoot, DCC dated 3rd August 2016)

Prior to the meeting the Clerk had circulated to all a letter from Mr Jeff Garfoot of DCC dated 3rd August 2016 entitled Medium Term Financial Planning and 2017/18 Budget Setting in which provisional tax base and LCTRS information was provided.

RESOLVED:

To receive this information.

6.8 Insurance Premium Tax (email from Zurich Insurance plc dated 22nd August 2016)

Prior to the meeting the Clerk had circulated to all Cllrs copies of an email from Zurich Insurance Plc dated 22nd August 2016 informing the Town Council of an increase in Insurance Premium Tax in-line with the announcement made in the Spring Budget, ie. an increase from 9.5% to 10% with effect from 1st October 2016 for all new policies and policies which renew from this date.

RESOLVED:

To receive this information.

6.9 Business Case: Provision of a Weekly Balance Right Session (report from DCC received 10th August 2016)

Prior to the meeting the Clerk had circulated to all a Business Case: Provision of a Weekly Balance Right Session Report received from DCC on 10th August 2016 in which a request was made to see if the Town Council could reduce the Hall Hire charge for this event. Cllrs considered this request, however, the Town Council has received a number of similar requests in the past from other groups and not accommodated those.

RESOLVED:

The Town Clerk to write to Ms Debbie Ryan explaining that the Hall hire rates are already very reasonable compared to those of other similar venues and for this reason no reduction will be given. Within the letter to suggest Ms Ryan approaches County Cllrs Robinson and Lumsdon to request financial

assistance or the NHS while also offering to help promote this event by displaying posters within Town Council Offices/noticeboards plus website and disseminating through the Residents Database.

7. Correspondence

7.1 Bulletin on National Development and Meetings – 1st July 2016 (email from Mr Jonathan Owen, NALC dated 19th August 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:

i) To receive this information.

ii) All future NALC Bulletins on National Developments and Meetings to be issued electronically to Cllrs.

7.2 Payphone Kiosk Removal (letter from Mr Stuart Timmiss, DCC dated 19th August 2016)

Prior to the meeting the Clerk had circulated to all a letter from Mr Stuart Timmiss, DCC dated 19th August 2016 explaining BT's proposals to remove payphone kiosks around the County. It was noted the only removal within Sedgefield related to the payphone kiosk on Eden Drive and no Cllrs had any objections to this. It was also noted that Councils were being given the opportunity to adopt such kiosks, however, Cllrs agreed no such adoption should be sought in this instance.

RESOLVED:

To receive this information.

7.3 Licensing – Variation Application Received – Sedgefield Social Club, Rectory Row (email from Mr Steve Ragg, CDALC dated 24th August 2016)

Prior to the meeting the Clerk had circulated to all an email from Mr Steve Ragg of CDALC dated 24th August 2016 relating to a variation application to amend the club premises licence for Sedgefield Social Club. Cllr Mel Carr expressed concerns regarding the impact of earlier drinking and live music from this venue. Cllr Lynne Dentith agreed and said that noise is an issue in this area of the Town.

Cllr Ian Sutherland declared an interest as his friend is Secretary of the Club.

RESOLVED:

The Town Clerk to write to Ms Carol Graham, DCC Licensing Assistant to express the Town Council's concerns live music being added to the existing licence and extended drinking hours which could result in noise emanating from the property and the impact upon nearby residents. The Town Council would like assurance that appropriate conditions and levels will be set in the revised application.

7.4 Bulletin on National Development and Meetings – 9th September 2016 (email from Mr Jonathan Owen, NALC dated 9th September 2016)

The Clerk circulated to all copies of the NALC Bulletin on National Developments and Meetings dated 9th September 2016 for their information which was also accompanied by a letter from Mr Gavin Barwell MP entitled Neighbourhood Planning Bill.

RESOLVED:

To receive this information.

7.5 Review of Super Councils Network (email from NALC dated 9th September 2016)

The Clerk circulated to all copies of a Review of Super Councils Network email from NALC for information.

RESOLVED:

To receive this information.

7.6 DCC Budget Consultation (email from Mr Steve Ragg, CDALC dated 9th September 2016)

The Clerk reported that prior to the meeting she had electronically circulated to all (paper copy for Cllr Brown) an email from Mr Steve Ragg of CDALC issued on behalf of DCC outlining their budget consultation exercise which is live until 7th October 2016. The email explained how individuals can be involved in giving their feedback and the email also contained hyperlinks to an on-line questionnaire.

RESOLVED:

To receive this information.

8. Training

8.1 County Training Partnership Future Courses (email from Mr Steve Ragg, CDALC dated 16th August 2016)

Prior to the meeting the Clerk had circulated to all an email from Mr Steve Ragg of CDALC dated 16th August 2016 detailing forthcoming County Training Partnership training events.

RESOLVED:

i) To receive this information.

ii) Cllrs to notify the Clerk if they wish to attend any of the events.

iii) The Clerk to keep Cllrs updated when precise details are known regarding events in 2017.

8.2 Mayor's Secretary – CiLCA Achievement Report by Town Clerk

Prior to the meeting the Clerk had circulated a report informing all that the Mayor's Secretary has successfully obtained her CiLCA. Cllrs expressed their congratulations which the Clerk will convey.

RESOLVED:

To receive this information and to note the Personnel Committee will consider this matter further at their next meeting on Wednesday 14th September 2016.

Cllr Wills explained that due to the confidential nature of the following items these would be discussed under Exempt Information and asked the member of the public in attendance at the meeting to leave (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 9.25pm.

SEDGEFIELD TOWN COUNCIL

COMMUNITY DEVELOPMENT & ENGAGEMENT



Minutes of the proceedings of the **SEPTEMBER COMMUNITY DEVELOPMENT & ENGAGEMENT COMMITTEE** of the **Council** held at **7 p.m.** in the **Council Offices**, Sedgefield, on **Monday 19th September 2016.**

Present **Cllr. Allan Blakemore (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, Lynne Dentith and John Robinson.

2. Declaration of interest

None.

3. Matters of Information

3.1 Amateur Photography Competition:

The Clerk reported that Cllr Chris Lines, in his role as Mayor, had an outline proposal for such an event and recommended that he be allowed to give a verbal report under agenda item 5.5 in order to progress this fundraising initiative. Cllrs agreed to this.

RESOLVED:

To receive this information and to close this matter.

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:

A date is yet to be set for the 2016 Sedgefield Day debrief. The Clerk reported that she has now requested the Parish Hall Project Worker to work with Cllr Allan Blakemore to set up a date for a 700+ meeting to undertake this debrief and consider any future events. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive this information.

3.5 Outdoor Fitness Update:

A meeting is to be scheduled between the Parish Hall Project Worker and Cllrs Lines and Waters in order to consider this matter. An appropriate recommendation report will be brought to the October 2016 CD&E meeting.

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.

Mrs Julia Bowles said that she would like to hear discussions following the recent submission of correspondence from the SVAG. The Clerk informed Cllrs that a letter had been submitted to the Town Council dated 15th September 2016 and received on 19th September 2016 from the SVAG. The Clerk would be circulated copies of this under

agenda item 6.3.

The meeting was then re-opened.

5. Reports

5.1 Grants Funding Update Report by Town Clerk

Prior to the meeting the Clerk had circulated to all a Grants Funding Update Report which explained the usual report which accompanied this agenda item would resume upon the Community Development Officer's return to work. In the interim only grant funding opportunities relating to the Parish Hall, and specifically the Fletcher Room, would be actively progressed by the Town Council.

RESOLVED:

To receive this information.

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

Prior to the meeting the Clerk had circulated an Its Up 2U Funding Scheme Update Report by Cllr Mel Carr and the Parish Hall Project Worker. This report included for information a copy of the application form submitted to the AAP. Within the report were details of how people can vote to allocate Its Up 2U funding and Cllr Gloria Wills stressed the importance of everyone taking part and encouraging others to do so as well. It was agreed that the suggestions within the report be progressed in order to maximize voting turnout, e.g. posters, leaflets etc. The Parish Hall Project Worker to keep Cllrs updated on this matter.

RESOLVED:

To receive this information.

5.3 Youth Work Update Report by Youth Working Group

Prior to the meeting the Clerk had circulated to all a Youth Work Update Report by the Youth Working Group.

Cllr Chris Lines, Chair of the Youth Working Group, explained this report now included feedback from the additional consultation work undertaken via a survey monkey through Sedgefield Community College towards the end of the Summer term in order

to seek the views of the 12 years plus age group. The total feedback received to date is encouraging and shows lots of corresponding views being held between the younger and older young people age groups. The views compliment and support the work being proposed by the Town Council in the Fletcher Room of the Parish Hall and, more importantly, provide a clear sense of direction directly from the young people in the Town who have said what they would like, when and how as well as stating they do want to have a voice in decision making within the Town and outlined how they would like this to be achieved. Whilst the results are not surprising these have now been found through actual evidence which can then be used to support funding bids. Cllr Lines said the next phase of the Council's work was most important, to ensure an on-going programme of development, engagement and action is achieved.

Cllr Gloria Wills pointed out that youth facilities have been provided in the past and failed not because of the children who attended but because of the organisation and co-ordination underpinning the provision. Cllr Wills felt that young people themselves in the past had been wrongly blamed. She felt the evidence which had been obtained supported the Council's thinking regarding the Parish Hall and the Council should now make this happen quickly as she did not want to raise expectations and then not deliver.

Cllr Ian Sutherland said that he had read the report with interest. He noted comments made regarding the Youth Shelter, i.e it should be retained and improved. Cllr Sutherland said this had been a good piece of work and congratulated those involved.

Cllr Tim Jeanes commented that youth provision in the Town has been talked about as long as he has been a Town Councillor. His understanding of the problem was the lack of a youth worker asked if there was funding for such a person and if so how could it be accessible? Cllr Lines pointed out the Town Council does have a small budget for Youth related work and has worked in close alignment with the AAP and Investing In Children workers in order to undertake the consultation findings now being presented and has the option of continuing this in the future albeit there will be costs. The important issue now is to get an appropriate method of communication in place with young people and to work together to progress this. The young people have said they value social media as a form of communication and would also like to have sessions in school. Cllr Lines said that young people should be encouraged to take responsibility and be involved in future decision making. He said the starting point

was to go into schools in the Town and to give an update on the feedback received and talk together about the way forward.

Cllr Mel Carr said that AAP do support youth initiatives and funding could be available if a business case was built. Cllr Wills supported this comment and said that evidence must underpin any funding application. Cllr Wills understood that money was available for a youth worker but the real problem was the lack of a dedicated base from which such a person could work from. Cllr Allan Blakemore supported the view that funding should be sought from the AAP. Cllr Tim Jeanes reminded Cllrs of drawings he had produced many years ago when the possibility of extending the Parish Hall at the back had been voiced and this had included young people being involved in helping to lay the foundations and concrete so they could feel it was their facility.

RESOLVED:

i) To receive this information.

ii) A funding application has been submitted to the AAP to progress the conversion of the Fletcher Room in the Parish Hall to a self-contained area with kitchen facility. This would help many existing and future users, however, it could be a specific youth facility base for sessions to be run on Monday and Friday afternoons/evenings. The Town Council to monitor the progression of the current funding bid, but if this is unsuccessful, to identify alternative forms of funding including other grant opportunities or use of council reserves.

iii) Councillors and representatives from Investing In Children to undertake a feedback session at the Town's primary schools and the college to present the feedback received to date from young people and to seek views/preferences for the provision of future trips/events, having a voice in decision making on youth issues, and being more effective in communicating with young people.

5.4 2016 Annual Fireworks Display Report by Fireworks Working Group

Prior to the meeting the Clerk had circulated to all a 2016 Annual Fireworks Display Report produced by the Fireworks Working Group. This report detailed the latest situation with regards to this year's event.

RESOLVED:

To receive the information contained in this report and to, as in previous years, give the Fireworks Working Group delegated powers to deliver the 2016 Annual

Fireworks Display.

5.5 Sedgefield Selfies Competition – Verbal Report by Cllr Chris Lines:

Further to agenda item 3.1 earlier, Cllr Chris Lines outlined his proposal to run a fundraising Sedgefield Selfies competition as part of his Mayoral role. Cllr Lines explained Sedgefield is a wonderful Town packed with historic buildings, landmarks and beautiful attractions to celebrate. The Selfies competition would be an opportunity to celebrate and showcase the community and its surroundings while hopefully engaging with the younger generation and raising funds for the Mayor's charities at the same time. Publicity materials will be prepared for this event. Selfies can be emailed directly to Cllr Lines as well as posted on the Mayor of Sedgefield's 2016-17 Facebook page and if images are to feature children then the entrant must give prior confirmation they have permission to post these on-line and on social media. There will not be a set fee for entering selfies but instead a suggested donation. The overall winner will be announced during the Mayor's Ball on Friday 3rd March 2017. The best selfies will appear on the gallery section of the new Town Council website. Cllr Gloria Wills asked if there would be appropriate vetting before any such images appeared on the website and Cllr Lines confirmed this would be the case and all would be done through the Town Council Offices. Cllr Lines to keep Cllrs updated on this competition through this Mayor's Report at future Monthly Meetings.

RESOLVED:

To receive this information.

6. Correspondence

6.1 Sedgefield Business Network (letter from Mr Ean Parsons, Sedgefield Business Network Chair dated 25th July 2016)

Prior to the meeting the Clerk had circulated to all a letter from Mr Ean Parsons, Chair of the Sedgefield Business Network dated 25th July 2016. In this letter Mr Parsons made the Town Council aware of a number of issues currently being discussed by the Network. It was agreed the work of this Network should be monitored and Cllr Gloria Wills suggested future work may fit with the work the Town Council hopes to achieve with young people. Cllr Ian Sutherland recommended that a letter of thanks be sent to Mr Parsons.

RESOLVED:

The Clerk to write to Mr Parsons thanking him for his letter and request that he keep the Town Council updated on issues being considered and specifically those issues where the Town Council may be able to assist.

6.2 County Durham Intergenerational Practitioners Network Awards (letter from County Durham Age UK dated 25th August 2016)

Prior to the meeting the Clerk had circulated to all a letter from County Durham Age UK dated 25th August 2016 in which information was given about the forthcoming County Durham Intergenerational Practitioners Network Awards. These Awards had been scheduled to take place on 12th October 2016, however, the Clerk had subsequently received updated information stating these have now been postponed until 15th February 2017.

RESOLVED:

To receive this information.

6.3 Letter to Town Council (email and attachment from Mrs Sarah Guest, SVAG dated 15th September 2016):

The Clerk circulated to all copies of an email and attachment from Mrs Sarah Guest written on behalf of the SVAG, as referenced earlier in the meeting by Mrs Julia Bowles during public participation. The request had been made in the accompanying email that the Town Council discuss this letter at the CD&E meeting, however, the Clerk believed that Cllrs may wish time to consider the content of this letter and therefore recommended this letter be put onto the agenda of the next P&R Committee meeting in October 2016. Cllrs agreed with this recommendation.

RESOLVED:

i) The email and attachment be shared with all Cllrs not present at this meeting for their consideration.

ii) The email and attachment to be placed onto the agenda of the October 2016 P&R Committee meeting.

iii) The Clerk to update Mrs Sarah Guest.

The Chair thanked everyone for attending and closed the meeting at 7.21pm.

SEDGEFIELD TOWN COUNCIL

ENVIRONMENT



Minutes of the proceedings of the **SEPTEMBER ENVIRONMENT** of
the **Council** held following the Community Development and
Engagement committee in the **Council Offices**, Sedgefield, on
Monday 19th September 2016

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

Officer Dr Jane Ayre (Town Clerk)

1. Apologies

Cllrs. Allan Blakemore, Vanessa Carmichael, Lynne Dentith and John Robinson

2. Declaration of interest

None.

3. Matters of Information

3.1 Tractor Maintenance Report:

The Gardening Supervisor is now preparing a maintenance schedule for all other gardening equipment and will progress this now through the Personnel Committee. The Finance Working Group and Gardening Supervisor are 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 and this will be progressed through the P&R Committee.

RESOLVED:

To receive this information and to close this matter.

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

Cllr Ian Sutherland, as Bloom Champion, reported the Bloom Group have now established a sub-group who are currently working on garden designs for the car park area now that it has been totally cleared. Cllr Sutherland to keep Cllrs updated on this project by bringing to report to a future Environment Committee meeting.

RESOLVED:

To receive this information and to close this matter.

3.4 Annual Headstone Safety Testing:

The Gardening Supervisor has liaised with the Council's grave digging contractor and the 8 remaining unsafe headstones too heavy to lay flat manually have now been laid flat.

RESOLVED:

To receive this information and to close this matter.

3.5 Youth Shelter:

All obsolete Christmas decorations, plus all other items, stored in the outside toilet block have now been removed.

RESOLVED:

To receive this information and to close this matter.

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 Memorial Benches:

The Thompson family memorial bench on the Church Bank has now been fully refurbished. The Thompson family have been notified with photographs having been sent to them along with the original plaque returned to them for posterity.

The new Ashleigh Quinn memorial bench has now been installed on the village green next to the Church Turning Circle.

RESOLVED:

To receive this information and to close this matter.

3.8 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.

RESOLVED:

To receive this information.

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

These gates have now been successfully installed and are in use.

RESOLVED:

To receive this information and to close this matter.

3.10 Hardwick Hall Hotel Noise Complaints:

The Clerk has written to Mr Graydon Martin of DCC (26th July 2016) asking him to ensure that the Noise Action Plan (2008) is adhered to and, if necessary, enforced. Included in this correspondence was an expression of thanks for their offer of installing noise monitoring equipment and a request this be used at the 13th Annual North East Oyster Festival on Friday 30th September 2016. If possible then the Town Council would liaise with potential volunteers. This matter to be discussed

further under agenda item 6.2.

With regards the actual Premises Licence, the Town Clerk has contacted Mr Gary Keay and Ms Helen Johnson of DCC (26th July 2016) asking them to confirm the precise times at which outdoor music (both live and amplified) must cease. This matter to be discussed further under agenda item 6.4.

RESOLVED:

To receive this information.

3.11 Proposed Bloom Project – Wall Adjacent to Ceddesfeld Hall:

This matter was discussed at the Estates Working Group meeting on 15th September 2016 and it was agreed that no work should be carried out to this wall. Cllr Ian Sutherland, as Bloom Champion, confirmed that he had reported this back to the Bloom Group and they were happy with decision.

RESOLVED:

To receive this information and to close this matter.

3.12 Proposed Sedgefield In Bloom Project – Hanging Basked / Bloom Shed in Ceddesfeld Compound Area:

Cllr Ian Sutherland, as Bloom Champion, reported that due to comments received from the Town Council and County Council the decision has been made not to progress the large hanging basket.

The Clerk has written to Mr Howard Smith of the Bloom giving the Town Council's permission to install a 12ft x 8ft shed in the compound area at Ceddesfeld Hall Car Park. Cllr Ian Sutherland reported the compound area had been cleared the previous week and the shed is to be installed soon. Cllr Sutherland, and several other Cllrs agreed, that this area is now much improved.

RESOLVED:

To receive this information and to close this matter.

3.13 Poly Tunnel:

The Clerk has written to Mr John Adair informing him that he is allowed to have an 8ft x 6ft poly tunnel consisting of aluminum framework with reinforced plastic material

on his allotment with the stipulation this be removed from the plot if he vacates and which he must also maintain and keep tidy. Mr Adair has been asked to make a £50 refundable deposit to the Town Council.

RESOLVED:

To receive this information and to close this matter.

3.14 Unlawful Parking – Junction Stockton Road/Rectory Row:

The Clerk has written to Mr Clive Brooker thanking him for his correspondence and requesting that any matters relating to traffic obstructions are taken directly to the Police and for any clarification regarding any Forum meeting he contact County Cllr John Robinson and Mr Lee Mowbray of DCC directly.

RESOLVED:

To receive this information and to close this matter.

3.15 Commemoration of Oak Tree:

The Clerk has written to 1st Sedgefield Scouts giving the Town Council's permission for a sympathetically designed plaque to be erected.

RESOLVED:

To receive this information and to close this matter.

3.16 Planning Matters:

The Clerk has informed DCC Planning Officers the Town Council does not have any objections to applications DM/16/01992/VOC, DM/16/02092/TPO and DM/16/01885/FPA.

Cllr Mel Carr attended the Planning Committee meeting as an objection to the planning application DM/14/01586/OUT – land to the East of Sedgefield Community College, to the North and South of Butterwick Road, Sedgefield.

RESOLVED:

To receive this information and to close this matter.

3.17 Trees – North End and White Beam:

The Clerk has notified AW Treecare of their successful tenders. The Clerk to keep

Cllrs updated on this matter.

RESOLVED:

To receive this information.

3.18 Trees – Overhanging Sedgefield Squash Club:

The Clerk has notified AW Treecare of their successful tender. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive this information.

4. Public Participation

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

Mrs Julia Bowles asked when/if the Town Council would be discussing the Advant Homes Planning Appeal. The Clerk reported that it had been agreed at the previous week's Monthly and P&R Committee meetings that several items would be deferred to this meetings agenda and one of those would be consideration of the Advant Homes Planning

The meeting was then re-opened.

ADDITIONAL AGENDA ITEMS:

The Clerk reported that as agreed at the previous week's Monthly and P&R Committee meetings the following additional agenda items would be added to this meeting following consideration of all correspondence:

- A1. Consideration of Avant Homes Planning Appeal
- A2. Consideration of Current Planning Applications
- A3. Consideration of South West Area Planning Committee Meeting – Caravan, Spring Lane
- A4. Consideration of CDALC MPs Outreach Workshop

5. Reports

5.1 Ceddesfeld Hall Trees Report by Town Clerk

Prior to the meeting the Clerk had circulated to all a Ceddesfeld Hall Tree Report which was accompanied by a recommendation report from AW Treecare.

Cllr Ian Sutherland asked if the recommendation report had considered those trees overhanging the lane between the school and Ceddesfeld Hall grounds as well as the copse area to the left of the lawn as no specific reference was made to either area. Cllr Walton reported the lane area had not been included but the copse area had as it was within the boundary of Ceddesfeld Hall grounds. Cllr Sutherland was pleased the copse area was included as a lot of children play in this area. Cllr Sutherland requested consideration be given to the lane area as complaints have been received.

Cllr Mark Cant suggested that two sets of quotes be obtained for all the work suggested in this report, one set including the use of a cherry picker and the other without as it was implied this would be an influencing factor.

RESOLVED:

- i) The Clerk to liaise with AW Treecare and request two sets of quotes for all the work suggested in the report, one set with cherry picker and one without.**
- ii) The Clerk to request AW Treecare also look at those trees overhanging the lane between the Hall's grounds and the school and submit a quotation if work is considered necessary.**

5.2 Programme of Work for Installation of Self-Watering Tubs Report by Gardening Supervisor

Prior to the meeting the Clerk had circulated to all a Programme of Work for Installation of Self-Watering Tubs Report by the Gardening Supervisor. Within this report was an explanation of how the new self-watering tubs will be installed across the Town in a two phase approach. The Clerk also reported the Gardening Supervisor is now in discussions with Mr Andrew Jackson of DCC in order to arrange for delivery of these items which DCC have very kindly agreed to do in 2-3 deliveries free of charge in recognition of the work done by the Town for the Northumbria in Bloom competition. The Clerk concluded that when the current wooden tubs are removed from their sites they will be assessed in order to determine how many could

be fit for re-sale purposes and this matter will be overseen in conjunction with the Finance Working Group.

RESOLVED:

To receive this information.

5.3 Grass Cutting Complaints Report by Cllrs Mel Carr and Alf Walton

Prior to the meeting a Grass Cutting Complaints Report by Cllrs Mel Carr and Alf Walton had been circulated to all.

Cllr Alf Walton reported that he had met with residents and County Cllr Rachel Lumsdon on 19th August 2016. He confirmed the complaints made by residents on North End were valid as the grass had been cut very low although due to recent rain there had been no lasting damage. The land in question belonged to Livin and County Cllr Lumsdon was going to take this matter forward with them. Cllr Alf Walton said the complaints received had been directed incorrectly at DCC.

Cllr Ian Sutherland reported that problems were experienced as a result of Livin appointing a new grass cutting contractor who did not have the appropriate machines or manpower to undertake this work. Cllr Sutherland made specific reference to the area of grass near to the Bloom's plough and thanked the Town Council's grass cutting contractor Mr Charlie Walker who had, at no charge, cut the grass in this area prior to Northumbria In Bloom judging to ensure there was no detrimental impact upon judging when the Livin contractor omitted to do this work.

Cllr Gloria Wills said these problems also went beyond grass cutting and said that Livin were poor at maintaining ground works within their ownership. Cllr Wills cited the example of potholes in the paths from Elm Road to the school and joining Chestnut Road which make these paths virtually impassable for those on mobility scooters. Cllr Wills pointed out that due to this poor ground work maintenance this affects the environmental image of the entire Town and many do not understand which areas are Town Council, County Council or Livin responsibility.

RESOLVED:

- i) The Clerk to write to County Cllr Rachel Lumsdon to request an update on her discussions with Livin.**
- ii) The Clerk to write to Livin and seek assurance regarding the state of**

future grass cutting work in the Town and also make them aware of the potholes issues on the footpaths identified by Cllr Wills.

5.4 Noise Issues Update Report by Town Clerk

Prior to the meeting the Clerk had circulated to all a Noise Issues Update Report. The Clerk to keep Cllrs updated as more information is provided by DCC regarding the Premises Licence for Hardwick Hall Hotel. The Clerk recommended the content of this report also be considered when discussing agenda item 6.3, i.e. DCC's offer to install noise monitoring equipment in the Town.

Cllr David Brown asked if this as an opportune time for the Town Council to request a review of the Hall's licence as a way of ensuring that all records are up to date? Cllr Gloria Wills explained that during recent discussions with DCC those Officers had wanted to be sure people had the opportunity to have sound monitoring in place in the first instance. This would give actual evidence and then a review could be requested if necessary. The Clerk confirmed that DCC are now working on seeking clarifications regarding the exact terms of the licence. Cllr Brown said he was happy with this explanation.

RESOLVED:

To receive this information and to continue to monitor the situation.

5.5 Delivering Differently Grant Update Report by Cllr Alf Walton and Gardening Supervisor

Prior to the meeting the Clerk had circulated a Delivering Differently Grant Update Report by Cllr Alf Walton and the Gardening Supervisor. Cllr Alf Walton explained that since the original grant application had been submitted more work had been undertaken to view alternative gritters and as a result of this it was now proposed to purchase:

- 1 x Amazone EKS 150 salt spreader (which could go onto the back of the tractor and included an agitator therefore being able to take any type of salt) at a cost of £1600 plus VAT
- 1 x Tomlin M50 pedestrian salt spread at a cost of £600 plus VAT
- 1 x salt box (transport) at a cost of £630 plus VAT

Cllr Ian Sutherland asked if it was considered the equipment now being proposed for purchase was of a better quality and more fit for the job required than those originally

identified. Cllr Alf Walton confirmed this was correct.

RESOLVED:

The Town Council to now proceed with submitting Purchase Orders for these items using the Delivering Differently Grant obtained.

6. Correspondence

6.1 Sedgefield In Bloom (minutes of meeting held on 3rd August 2016)

Prior to the meeting the Clerk had circulated to all a copy of the Sedgefield In Bloom minutes from their meeting held on 3rd August 2016.

Cllr Ian Sutherland reported another very successful year for the Town Council and Bloom Group in the Northumbria In Bloom Awards which had been announced on Wednesday 14th September 2016. The Clerk read out an email from Mr Norman Midgley detailing this year's local winners as follows:

- Sedgefield Racecourse – Silver
- The Manor House – Silver
- Claremont Grove – Gold
- Hardwick Park – Gold
- Hardwick Hall Hotel – Silver Gilt
- Private Garden – Gold for Mr and Mrs Wright, 61 Station Road, Sedgefield and overall category winner.
- Sedgefield Town – Gold in The Champion of Champions category (with Durham as the overall winner)

The Clerk also read out an email from Mr Howard Smith, Chair of the Bloom, who reiterated the winners and expressed, on behalf of the Bloom, thanks to the Town Council's Gardening Supervisor and Gardener for their support. Cllr Ian Sutherland then presented to the Town Council the Gold Award for The Champion of Champions Category. All Cllrs expressed their congratulations.

Cllr Mark Cant praised the introduction this year by DCC of the wildflower meadows borders on the entrance to the Town leading to the Racecourse. It was agreed these had looked stunning. Cllr Alf Walton expressed disappointment about the state of the roundabout near to the Indian Restaurant and Cllr Chris Lines suggested that a letter be sent to DCC congratulating them on the wildflower display on the road

verges in Sedgefield and ask if this could be extended to other areas in the Town. Cllrs agreed with this suggestion.

RESOLVED:

- i) To receive this information.**
- ii) The Clerk to write a letter of congratulations to the Bloom Group.**
- iii) The Clerk to write a letter of congratulations to Mr and Mrs Wright.**
- iv) The Clerk to write to DCC congratulating them on the wildflower verges in Sedgefield and ask if this could be extended to other roadside verges in the Town.**

6.2 Application to Register Land as Village Green – land known as Station Road Playing Field (letter from Ms Jill Errington, DCC dated 17th August 2016)

Prior to the meeting the Clerk had circulated to all copies of a letter from Ms Jill Errington of DCC dated 17th August 2016 entitled Application to Register Land as Village Green (land known as Station Road Playing Field).

Cllr Mel Carr asked what the legal implications would be for the Town Council if such a status was obtained as the land does not belong to this Council but to DCC? The answer to this question was unknown. Cllr Gloria Wills said that she did not think the application could be granted and explained to fellow Cllrs several recent examples where such applications have been overturned because of the difference between “as of right” and “by right”. People have been using Station Road Playing Field as a recreational area with no gates for many years without this being considered as trespass. Cllr Wills said her personal view was the application could not stand up in court. Cllr Wills suggested that a better way to protect this area of the Town would be for it to be earmarked in The Sedgefield Plan as a local green space. Cllr Mel Carr said ultimately this piece of land was owned by DCC.

RESOLVED:

- i) To receive this information and to monitor this situation.**
- ii) Councillors to consider the Station Road Playing Field being earmarked as a local green space when reviewing the requirement amendments to The Sedgefield Plan.**

6.3 Hardwick Hall Hotel – Premises Licence and Noise Issues (email from Mr Graydon Martin, DCC dated 22nd August 2016)

Prior to the meeting the Clerk had circulated to all a Hardwick Hall Hotel – Premises Licence and Noise Issues email from Mr Graydon Martin of DCC. Within this email was an offer to install noise monitoring equipment in a residents house for the forthcoming 13th Annual North East Oyster Festival on Friday 30th September 2016.

RESOLVED:

The Clerk to liaise with Mr Joe McKenna to see if he would be willing to have such noise monitoring equipment installed in his property or suggest an alternative resident who may be willing. The Clerk to then inform Mr Graydon Martin of DCC.

6.4 Street Lighting Energy Reduction Project Final Determination (email from Ms Yvonne Edwards, DCC dated 31st August 2016)

Prior to the meeting the Clerk had circulated to all information received from Ms Yvonne Edwards of DCC dated 31st August 2016 in relation to the Street Lighting Energy Reduction Project's Final Determination. Cllr Alf Walton expressed his dissatisfaction at this final determination and reiterated his previously voiced concerns regarding the volume of traffic and pedestrians who use this route and questioned the cost savings which DCC claim will be made by this. Cllr Ian Sutherland pointed out that in the associated risk assessments references are made to the damaged road marking and signage in this location. Cllr Mel Carr pointed out that DCC have already stipulated in their attached documentation that prior to removal of lights road signage is to be updated and road markings improved.

As an aside Cllr David Brown commented that the street light on Rectory Row is still continuing to burn 24 hours per day and has been for months which will be costing DCC money.

RESOLVED:

To receive this information.

6.5 Youth Shelter (email and evidence from Mrs Norma Neal dated 19th September 2016)

The Clerk read out an email received from Mrs Norma Neal earlier that day in which she requested that a bag of rubbish which she had gathered that day from the Youth

Shelter be presented to the Environment Committee. The Clerk duly gave this to the Chair. Cllrs acknowledged there are on-going problems with rubbish around the Youth Shelter but work continues to resolve this through the work being undertaken by the Youth Working Group.

RESOLVED:

To receive this information.

ADDITIONAL ITEMS:

A1: Planning Appeal – Forthcoming Public Inquiry regarding Land to the South of Beacon Lane, Sedgefield:

The Clerk reminded all that at the previous week's Monthly Meeting she had circulated to all a letter from Mr Stuart Timmiss dated 12th September 2016 making the Town Council aware that Avant Homes have lodged an appeal with the Planning Inspectorate regarding their outline application to erect up to 150 dwellings, all matters reserved except access, on land to the South of Beacon Lane, Sedgefield. It was agreed the Town Council should be represented at this inquiry and make the Planning Inspectorate aware of its objections to this application. In addition, Cllr Wills said that she hoped the SVA would be seeking Rule 6 Status for this inquiry as they did for the recent Eden Drive inquiry.

RESOLVED:

- i) The Clerk to write to the Planning Inspectorate detailing the Town Council's objections to this application, along with accompanying evidence, and request the Council be represented at the forthcoming public inquiry.**

A2: Current Planning Applications:

DM/16/02655/FPA – 20 pitch touring caravan site and 10 tent pitch site, portable toilet/shower block with hardcore road and caravan pitches, The Blacksmiths Arms, Preston Lane, Preston Le Skerne:

Cllrs did not have any objections to this application.

DM/16/02736/AD – erection of replacement freestanding and fascia signage relate to proposed sub-fascia with Argos lettering and logo, Sainsburys, Salters Lane Industrial Estate, Sedgefield:

Cllrs did not have any objections to this application.

DM/16/02807/FPA – erection of single storey side/rear extension, 11 Rowan Oval, Sedgefield:

Cllrs did not have any objections to this application.

DM/16/02855/FPA – demolition of existing garage, removal of tree and extension to existing dwelling, St Johns Presbytery, West Park Lane, Sedgefield:

Cllrs did not have any objections to this application.

RESOLVED:

The above comments to be passed to DCC Planning Officers.

A3. South West Area Planning Committee Meeting – Caravan, Spring Lane:

The Clerk reminded all that prior to the meeting she had circulated to all a letter from Mr Stuart Timmiss dated 14th September 2016 informing the Town Council that the planning application relating to the Caravan, Spring Lane, Sedgefield was to be considered by South West Area Planning Committee at 2pm on Thursday 22nd September 2016 at Green Lane, Spennymoor.

In addition, the Clerk reported that clarification had been requested from DCC Planning Officers regarding the date for the Committee's consideration of the latest planning application for the three corner field. DCC have confirmed this Committee meeting will be held on Thursday 20th October 2016. More information will be received nearer to the time.

RESOLVED:

i) Cllr Gloria Wills to represent the Town Council at this meeting to object to this planning application.

ii) The Clerk to register Cllr Wills' attendance at this meeting with DCC Planning Officers.

i) Cllrs to note the date of the three corner field planning application Committee meeting.

A4. Consideration of CDALC MPs Outreach Workshop

Prior to the meeting the Clerk had circulated to all an email from Mr Steve Ragg of CDALC dated 13th September 2016 reporting the County Association is organizing a meeting with local MPs and a workshop from the Parliamentary Outreach Team on 14th October 2016 at the Glebe Centre in Murton. Four of the region's 6 local MPs – Pat Glass, Helen Goodman,

Kevan Jones and Grahame Morris – will be in attendance and this is an opportunity for the Parish Council sector to raise issues and speak with local MPs. The event is open to all councils and at this moment each can send two representatives. The Clerk then issued further information received from Mr Steve Ragg in the form of an email dated 14th September 2016. Cllr Gloria Wills commented that it was disappointing that Sedgefield's MP was not one of those attending the event.

RESOLVED:

Cllrs to inform the Clerk by no later than Friday 23rd September 2016 if they would like to attend this event. If more than two Cllrs express an interest places will be issued on a first come first served basis and a reserve list created.

The Chair thanked everyone for attending and closed the meeting at 8.17pm.