

# SEDGEFIELD TOWN COUNCIL

Minutes of the proceedings of the **MAY MONTHLY MEETING** of the **Council** held following the Annual General Meeting in the **Council Offices**, Sedgefield, on **Monday 15<sup>th</sup> May 2017**



**Present**

**Cllr Mel Carr (Chairman)**

**Cllr Gloria Wills (Vice-Chairman) and**

Cllrs Allan Blakemore, David Brown, Mark Cant, Vanessa Carmichael, Jo Elliott, Alda Hummelinck, Chris Lines, Julie Towler and Alf Walton

**Officer**

Dr Jane Ayre (Town Clerk)

**1. Apologies**

None.

**2. Declaration of interest**

None.

**3. STC Minutes / Committee Reports**

**a. Minutes of Youth Working Group held 6<sup>th</sup> April 2017**

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

**b. Minutes of Monthly Meeting held Monday 10<sup>th</sup> April 2017**

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

**c. Minutes of P&R Committee held Monday 10<sup>th</sup> April 2017**

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

**d. Minutes of Policy & Records Management Working Group held Tuesday 11<sup>th</sup> April 2017**

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

**e. Minutes of Special Town Council Meeting held Monday 24<sup>th</sup> April 2017**

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

**f. Minutes of Environment Committee held Monday 24<sup>th</sup> April 2017**

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

**g. Minutes of the Community Development & Engagement Committee held Monday 24<sup>th</sup> April 2017**

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 Ceddesfeld Hall Lease Update:**

This matter is to be considered at the May 2017 P&R Committee meeting.

**RESOLVED:**

**To receive this information.**

**4.2 Franziska Willer Ward, Sedgefield Community College:**

County Cllr John Robinson to keep the Town Council updated following the County Cllrs meeting in Durham with Ms Jacques (Chief Executive – County Durham & Darlington NHS Foundation Trust). County Cllr Robinson to provide an update.

**RESOLVED:**

**The Clerk to write to County Cllr Robinson requesting an update.**

**4.3 Public Participation:**

County Cllr John Robinson to keep the Town Council updated on proposals for a shallow wetland feature on Station Road Playing Field and DCC's progression of application to register this area as village green. The Clerk to keep Cllrs updated on this matter. County Cllr Robinson to provide an update.

**RESOLVED:**

**The Clerk to write to County Cllr Robinson requesting an update.**

**4.4 Planning Application – NETPark:**

The Clerk has written to Mr Colin Harding of DCC making him aware of the Town Council's disappointment at his recent correspondence and requesting evidence of when "worst case scenarios" have been used in other planning applications. A response is now awaited. The Clerk to keep Cllrs updated on this matter.

**RESOLVED:**

**To receive this information.**

#### **4.5 Planning Appeal – Former Sedgefield Community Hospital Site:**

No further information has yet been received regarding a date, time or venue for the forthcoming public inquiry by the Planning Inspectorate. Cllr Wills has found that Stellar Properties have an appeal being held from 6<sup>th</sup> June 2017 in relation to this planning appeal. The Clerk has sought clarification from Mr Stuart Timmiss of DCC. Mr Timmiss has replied that the Town Council was notified via email on 3<sup>rd</sup> February 2017. The Clerk has responded that whilst an electronic letter was received on 3<sup>rd</sup> February 2017 informing the Town Council that a planning appeal by public inquiry was to be held this letter stated “I will write to you again to confirm the date, time and location of the public inquiry” and no such information has subsequently been received. The Clerk has requested further information from Mr Timmiss. The Clerk reported that since the production of Committee packs correspondence has now been received and will be considered under agenda items 10.8 and 10.10.

#### **RESOLVED:**

**To receive this information.**

#### **4.6 External Report from DCC Members:**

The Clerk has written to County Cllr John Robinson requesting answers to the questions raised by Cllr Lines. No response has yet been received. The Clerk to keep Cllrs updated on this matter.

#### **RESOLVED:**

**To receive this information.**

#### **4.7 S106 Monies From Development of Eden Drive:**

The Clerk has shared with the Head Teachers of both Hardwick Primary School and Sedgefield Primary School the letter sent to the Town Council by Mr Stephen Reed of DCC and asked for their opinions regarding current and projected pupil places in their respective settings. Responses are now awaited. The Clerk to keep Cllrs updated.

The Clerk has written to Ms Caroline O'Neill of DCC, with a copy of Mr Stephen Reed's letter, asking for the evidence base underpinning the statements made in point 3 of Mr Reed's letter as quoted at the Public Inquiry pertaining to the Eden Drive development. The Clerk reported that since the production of Committee packs a response has now been received from Ms O'Neill and would be considered

under agenda item 10.7.

The Clerk has written to Mr Reed thanking him for his letter and reiterating that the Town Council wants to work with DCC to consider bids for S106 monies to ensure such funding is put to the best possible use for the Town. See agenda item 10.4.

A letter has been received from Sedgefield Squash Club regarding their interest in S106 monies. See agenda item 10.6.

**RESOLVED:**

**To receive this information.**

**4.8 The Sedgefield Plan:**

Mr Stuart Carter's letter was discussed at the Environment Committee meeting on Monday 24<sup>th</sup> April 2017. The Clerk reported an email had been received from Mr Carter on 12<sup>th</sup> May 2017 acknowledging receipt of the Town Council's letter requesting The Sedgefield Plan now be moved forward as a matter of urgency by DCC. Mr Carter suggested that the best way forward would be for a meeting between himself, his colleagues and Town Councillors. Cllrs agreed that they needed to have from DCC a formal response, as a matter of urgency, to their letter of 2<sup>nd</sup> May 2017 and an understanding of how DCC would be progressing The Sedgefield Plan.

The Clerk had shared copies of Mr Carter's letter with Ms Julie Archer and Mr Tony Guest of The Sedgefield Plan Steering Group.

**RESOLVED:**

**The Clerk to write to Mr Carter and request a formal written response to the questions asked by the Town Council in its letter of 2<sup>nd</sup> May 2017.**

**4.9 Planning Consultation – Harbinson House, Sedgefield:**

This planning application was discussed at the Environment Committee meeting on Monday 24<sup>th</sup> April 2017.

The Clerk reported that DCC Planning Officer, Amy Harkness, had acknowledge the Town Council's comments regarding this application and pointed out that the land currently used to provide 2 car parking spaces which would be lost as part of the

proposed expansion is land not owned by DCC. Cllr Wills replied that the issue was that the replacement car parking spaces referenced in the application would be on DCC land.

**RESOLVED:**

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

**4.10 Current Planning Applications:**

The Clerk has submitted to DCC Planning Officers all comments made by Cllrs in relation to planning applications 1-8. Planning application DM/17/01081/FPA and DM/17/01129/VOC were discussed at the Environment Committee meeting on 24<sup>th</sup> April 2017.

**RESOLVED:**

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

**5. Dates of Meetings**

Dates of the meetings taking place in May 2017 had been circulated prior to the meeting along with events scheduled for March 2017 – February 2018. The Clerk informed Cllrs that the Council's organized coach trip to Keswick in June 2017 has now been sold out.

**RESOLVED:**

**To receive this information.**

**6. Police Report**

The Clerk reported that apologies had been received from Sgt Alex Clarke, however, he had supplied a Police Report. The Clerk duly read out this report which covered the period 10<sup>th</sup> April – 15<sup>th</sup> May 2017. During this time there have been 42 reported crimes. This represents a significant increase in recorded crime and in part can be explained by a change in recording practices. It was acknowledged that there appeared to be a link between increasing crime and the lighter nights plus milder weather. On a positive note Sgt Clarke reported that the area does not appear to be experiencing any acquisitive crime series with only one burglary and no theft of/from motor vehicles.

Burglary:

There has only been one incident of burglary. This occurred overnight on 21<sup>st</sup> April 2017 when unknown persons have entered a secure outbuilding on a farm bordering Newton

Aycliffe and taken a quad bike.

#### Criminal Damage:

There have been 8 incidents of criminal damage including; minor damage to a gate in Rectory Row (the person responsible was stopped by police and was dealt with by way of community resolution), a security camera on a building site on the NETPark, two windscreens of vehicles parked at the same address in Station Road, a house window in Eden Drive (catapult), damage to a greenhouse in The Garth (5 x window panes) and a wing mirror and plants were damaged during the same incident at Rectory Row (suspects identified and being dealt with) and a window broken on Front Street. The Clerk noted that in this update no reference was made to the Town Council's damage which had been reversed into by a vehicle at some speed.

#### Theft:

There have been 7 incidents of shoplifting and 10 other thefts including; the theft of scrap metal from a farm near Mordon, a quantity of lead flashing from a premises in Kerr Crescent, two scooters from the school grounds in Rectory Row and a large quantity of insulation from the building site at NETPark.

#### Other:

In addition there have been; 6 x harassment offences, 5 x assaults, 4 x public order incidents and 2 x historic sexual offences.

Crime has increased significantly from 12 crimes in April 2016 to 38 crimes in April 2017 with a further increase expected for May 2017. In April 2016 there were 7 incidents of anti-social behavior compared to 12 such incidents in April 2017. In April 2016 there were 2 incidents of youth anti-social behavior compared to 7 such incidents in April 2017. Detection rate remains at 27%.

The next PACT meeting will be held on Tuesday 13<sup>th</sup> June 2017 at 7pm in the Fletcher Room of the Parish Hall. No priorities have been identified for this meeting.

Sgt Clarke's report concluded by stating the area is still experiencing issues with large groups of school children congregating in and around Sedgfield, particularly on a Friday evening. The local NPT are being assisted in patrolling the area by members of the Special Constabulary and this will continue throughout the summer period. Alcohol seizures continue and the NPT will be liaising with the Alcohol Reduction team regarding repeat

offenders.

This week has seen the arrival of Lisa Hall, the new PSCO. Although Lisa will have responsibility for the Trimdons, and along with Amy Jorgeson you can expect to see her out and about in the Sedgefield area.

Cllr Alf Walton commented that detection rates seem to remain consistently low and questioned if manpower levels were the issue. Cllr Gloria Wills agreed and felt this was not a very good report when considering the massive increase in crime within the Town. Cllr Mel Carr said that he would like to know what steps were being taken to overcome such a significant increase. Cllr Mark Cant proposed the Town Council write to the Community Inspector at Newton Aycliffe, with a copy of Sgt Clarke, expressing the Town Council's concern regarding increased crime in the Town coupled with low detection rates and ask how the Police intend to combat this matter. Cllrs agreed with this proposal.

**RESOLVED:**

**The Clerk to write to the Community Inspector.**

**7. Public Participation**

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

Mrs Liz Mitchell commented that further to the update given by the Clerk regarding The Sedgefield Plan she felt this was another delaying tactic by DCC and she backed the Town Council's decision to request DCC progress The Sedgefield Plan forward.

Mrs Julia Bowles welcomed returning and new Cllrs. She noted that several references to S106 monies are included on the agenda. Now that purdah is over Mrs Bowles asked again if the Town Council would work with the SVAG regarding the forthcoming planning inquiries and the on-going matter of the road through the Eden Drive development. Such liaison would ensure both parties complimented each other and avoided any duplication or contradiction. Mrs Bowles noted that Storey's planning application which related to advertising on the site at Eden Drive which she personally felt were over the top. Mrs Bowles reported that at the last PACT meeting PC Todd had said there would be no further joint PACT/Neighbourhood Watch meetings as the Police were going to focus upon continuing their pop-up PACTS across the area instead. Concerns had been expressed at the last meeting regarding Police numbers and PC Todd had reported that readjusting

working boundaries within the Durham Constabulary area could see Deaf Hill move from the current Durham area to come into the Sedgefield area which would mean that existing Police resources in our area would need to respond to incidents over an even wider area than at present. The Neighbourhood Watch had written to Mr Ron Hogg expressing their concerns and Mrs Bowles said she would forward a copy of this letter to the Town Council for information.

Mr Howard Smith spoke about the reported Police incident at Rectory Row. Mr Smith had telephoned 101 to report this incident and Police Officers had arrived within 15 minutes. One neighbor had recorded the actual crime occurring but due to the savviness of the offender the Police said it was unlikely that they would be able to proceed with prosecution. Mr Smith noted that the full extent of this incident had not been reported in the Police Report, i.e. the element where a hedgehog had been kicked around the street and then a nearby car smeared in blood. Mr Smith felt that the context of such incidents needed to be considered as the door mirror which had been damaged was from a vehicle belonging to a single parent who then had to pay the excess of their insurance to get this repaired and this impacted upon their future insurance costs. Mr Smith said that it is clear anti-social behavior and youth anti-social behavior is increasing. Cllr Carr thanked Mr Smith for his comments and said these would be included in the letter from the Town Council to the Community Inspector.

Mrs Christine Moore asked if anyone was liaising with Sedgefield Community College as a way of trying to reduce youth anti-social behavior. Cllr Carr replied that the Town Council is not undertaking any such liaison, however, it is possible that other organisations such as the Police will be.

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

## **8. Internal Reports**

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

The Clerk circulated to all a report which had been produced earlier that day by the Chair detailing his activities since the Town Council's last Monthly Meeting in April 2017.

#### **RESOLVED:**

**To receive this information.**



## **8.2 Mayor's Report**

The outgoing Mayor, Cllr Chris Lines, reported that at the conclusion of the previous week's Annual Town meeting he had distributed to his charities and chosen community groups the monies which he had raised over his year in office. Cllr Lines wished Cllr David Brown well for his year as Mayor and offered his support.

### **RESOLVED:**

**To receive this information.**

## **8.3 Co-option of Councillors Report by Town Clerk**

Prior to the meeting the Clerk had circulated to all a report detailing the co-option process to be followed in relation to the current four vacancies on the Town Council as a result of the recent uncontested election.

### **RESOLVED:**

- i) The Clerk to issue the Notice of Casual Vacancies on 17<sup>th</sup> May 2017.**
- ii) Closing deadline for completed Co-option Application Forms to be 12 noon on Friday 23<sup>rd</sup> June 2017.**
- iii) A Special Town Council meeting to be held at 6pm on 3<sup>rd</sup> July 2017 to consider applications received.**
- iv) The Notice of Casual Vacancies to be displayed across the Town, on the Council's website and disseminated through the Residents Database. In addition, information to also appear in the June edition of the Sedgefield Extra.**

## **9. External Reports**

### **9.1 Report To Town Council by DCC Member (JR):**

Prior to the meeting the Clerk had circulated to all a report to the Town Council by County Cllr John Robinson dated 10<sup>th</sup> April 2017. There were no comments on this report as some time has now lapsed since this was written. The Clerk reported that she has written to County Cllrs John Robinson and David Brown following their recent election informing them the Town Council would welcome monthly DCC Reports and given them the dates of Town Council meetings along with the deadline date/time for submitting such written reports. To assist this process the Clerk had electronically sent to both a proposed report template and suggested this be trialled over the coming months and amended as necessary. Cllr Chris Lines said that he looked forward to a better level of County Cllr representation over the coming term of office and hoped such reports would become standing agenda items. Cllr Vanessa Carmichael echoed

these comments.

**RESOLVED:**

**To receive this information.**

**10. Correspondence**

**10.1 Planning Appeal Decision Spring Lane, Sedgefield (email from Mr Stuart Timmiss, DCC dated 11<sup>th</sup> April 2017):**

Prior to the meeting the Clerk had circulated to all a letter from Mr Stuart Timmiss of DCC dated 11<sup>th</sup> April 2017 entitled Planning Appeal Decision Spring Lane, Sedgefield. This letter as in response to the Town Council's letter of 27<sup>th</sup> March 2017 in which the Town Council expressed its disappointment at the evidence provided by DCC to the Planning Inspectorate in relation to the appeal for the Caravan at Spring Lane, Sedgefield.

When considering the response from Mr Timmiss, Cllr Chris Lines said that he took exception to the statement in his letter "The [County] Council has previously taken steps to deal with the various issues raised by the Town Council on the site of an enforcement nature and will continue to response in an appropriate way to any future development proposals arising from this latest decision". Fellow Cllrs agreed and said the evidence of such actions was very difficult to see.

**RESOLVED:**

**To receive this information.**

**10.2 Town and Country Planning Act 1990 – Planning Consultation – Hope Inn, Sedgefield (letter from Mr Stuart Timmiss, DCC dated 25<sup>th</sup> April 2017):**

Prior to the meeting the Clerk had circulated to all a letter from Mr Stuart Timmiss of DCC dated 25<sup>th</sup> April 2017 informing them of a planning application relating to The Hope Inn, Sedgefield. The Clerk confirmed that this would be discussed in full under agenda item 11.

**RESOLVED:**

**To receive this information.**

**10.3 Town and Country Planning Act 1990 – Planning Consultation – Land to the South of Eden Drive, Sedgefield (letter from Mr Stuart Timmiss, DCC dated 27<sup>th</sup> April 2017):**

Prior to the meeting the Clerk had circulated to all a letter from Mr Stuart Timmiss of DCC dated 27<sup>th</sup> April 2017 informing them of a planning application relating to land South of Eden Drive, Sedgefield. The Clerk confirmed that this would be discussed in full under agenda item 11.

**RESOLVED:**

**To receive this information.**

**10.4 S106 – Education (email from Mr Stephen Reed, DCC dated 24<sup>th</sup> April 2017):**

Prior to the meeting the Clerk had circulated to all an email from Mr Stephen Reed of DCC dated 24<sup>th</sup> April 2017 in which is confirmed that he would be happy to attend a future meeting discuss S106 monies.

Cllr Gloria Wills felt there were two issues relating to S106 monies. With regards to the first for education, she proposed that Mr Stephen Reed be invited to attend a meeting at the Town Council Offices with Town Cllrs and an invitation to both Primary School Head Teachers in order to give their opinion on this matter. While the Town Council have questioned the evidence used by DCC in relation to this particular development it is only the primary schools themselves who can provide the actual data and they need to be given an opportunity to directly participate. It is disappointing that neither Head Teacher has to date acknowledged the Town Council's recent correspondence to them. Cllrs agreed with Cllr Wills proposal.

Cllrs Wills said that the second element of the S106 monies related to other areas. Cllr Allan Blakemore confirmed that he had recently attended, as the Town Council's representative, the latest Sports Hub Project meeting and was scheduled to give a full update at next week's Community Development & Engagement Committee meeting.

All Cllrs agreed that Mr Stephen Reed of DCC is the key link between the Town Council and those projects wishing to successfully obtain some S106 monies.

**RESOLVED:**

**The Clerk to liaise with Mr Stephen Reed of DCC to set up such a meeting and**

**then issue an invitation to both Primary School Head Teachers and Town Cllrs.**

**10.5 Town and Country Planning Act 1990 – Notification of Inquiry Date – Land to the South of Beacon Lane, Sedgefield (letter from Mr Stuart Timmiss, DCC dated 2<sup>nd</sup> May 2017):**

Prior to the meeting the Clerk had circulated to all a letter from Mr Stuart Timmiss of DCC dated 2<sup>nd</sup> May 2017 informing the Town Council that Avant Home's planning appeal will be considered by Public Inquiry commencing at 10.00am on 27<sup>th</sup> June 2017 at Sedgefield Racecourse, lasting for 5 days.

The Clerk reminded Cllrs that it had previously been agreed some time ago that Cllr Mel Carr would represent the Town Council at this inquiry. Cllr Carr confirmed that he is still happy to do so.

Cllr Gloria Wills reported that in a personal non-Cllr capacity she would work with the SVAG, as she did for the last such inquiry relating to Eden Drive, to help them prepare their case and evidence.

**RESOLVED:**

**i) To receive this information.**

**ii) The Clerk to notify the Planning Inspectorate that Cllr Mel Carr will be attending the Public Inquiry and wishes to speak on behalf of the Town Council.**

**10.6 Sedgefield Squash Club – Registering Interest in S106 Monies Relating to Eden Drive, Sedgefield (letter from Ms Jane Skilbeck, Sedgefield Squash Club dated 3<sup>rd</sup> May 2017):**

Prior to the meeting the Clerk had circulated to all a letter from Ms Jane Skilbeck of Sedgefield Squash Club dated 3<sup>rd</sup> May 2017 in which she expressed the Club's interest in S106 monies relating to the development of Eden Drive, Sedgefield. Cllrs noted this interest.

**RESOLVED:**

**i) The Clerk to write to Ms Skilbeck informing her that this interest has been noted by the Town Council and request that she writes directly to Mr Stephen Reed of DCC to formally apply for such monies.**

**ii) The Clerk to forward to Mr Reed a copy of the letter from Ms Skilbeck to the Town Council.**

**10.7 Section 106 Monies from Large-Scale Development at Eden Drive, Sedgefield (letter from Ms Caroline O'Neill, DCC dated 28<sup>th</sup> April 2017):**

Further to agenda item 4.7, the Clerk circulated to all a letter received from Ms Caroline O'Neill, DCC's Head of Education dated 28<sup>th</sup> April 2017 in response to the Town Council's letter of 18<sup>th</sup> April 2017 regarding the evidence base used to underpin statements made regarding school places at the Eden Drive Public Inquiry.

**RESOLVED:**

**This letter to be discussed at the Environment Committee meeting on 22<sup>nd</sup> May 2017.**

**10.8 Land at Former Sedgefield Community Hospital, Salters Lane, Sedgefield – Appeal by Stella Property Investments – Revised Illustrative Masterplan for Circa 100 Dwellings (letter from Mr J Dunbavin, ID Planning dated 5<sup>th</sup> May 2017):**

The Clerk circulated to all copies of a letter from Mr Dunbavin of ID Planning dated 5<sup>th</sup> May 2017 which was accompanied by a revised illustrative masterplan for land at the former Sedgefield Community Hospital site reducing the total number of dwellings proposed in the scheme from up to 125 to up to 100 in order to assist further vegetation retention and the implementation of green infrastructure along Salters Lane.

**RESOLVED:**

**To receive this information.**

**10.9 Land Off Eden Drive, Sedgefield (email and attachment from Ms Laura Mordey, Taylor Wimpey North East dated 12<sup>th</sup> May 2017):**

The Clerk circulated to all an email and attachment from Ms Laura Mordey of Taylor Wimpey North East dated 12<sup>th</sup> May 2017 inviting Cllrs to attend a public exhibition at Ceddesfeld Hall on Tuesday 23<sup>rd</sup> May 2017 from 2.30pm – 6.30pm at which residents and Cllrs can gain an understanding of the reserved matters application being submitted to DCC. The Clerk informed Cllrs that this particular planning application would be considered under agenda item 11.

**RESOLVED:**

**To receive this information.**

**10.10 Town and Country Planning Act 1990 (as amended) Section 78 – Notification of Inquiry Date: Land at the former Sedgefield Community Hospital Site, Salters Lane, Sedgefield (letter from Mr Stuart Timmiss, DCC dated 12<sup>th</sup> May 2017):**

The Clerk circulated to all a letter from Mr Stuart Timmiss of DCC dated 12<sup>th</sup> May 2017 informing the Town Council that the Public Inquiry relating to the planning appeal for land at the former Sedgefield Community Hospital Site on Salter Lane for up to 125 dwellings would commence at 10.00am on 6<sup>th</sup> June 2017. Cllr Gloria Wills expressed her annoyance that only 2 weeks notice had been given for this inquiry.

Cllrs considered this matter and commented that whilst the Council had previously supported this particular application, depending upon the actual detail of the development, this was before it was known that 300 dwellings would be granted by the Planning Inspectorate for Eden Drive. Whilst it was acknowledged that the Town had accepted that 300 dwellings needed to be built Town it was also important to acknowledge the wishes of residents in that they wanted development to take place on brownfield sites in order to preserve greenfield sites. If development was allowed on this particular brownfield site this could build a stronger argument for not allowing further greenfield site development. Cllr Lines reiterated his personal views regarding this particular site and why he felt that it was unsustainable and questioned the research methodology that had identified it as a potential site but acknowledged that his was not a view shared by the wider Council. Cllrs agreed that as they had already submitted written support for this application, and that this particular brownfield site is clearly identified within The Sedgefield Plan, there is no requirement to do anything further.

Cllr Alf Walton asked if S106 monies were also available from brownfield developments and Cllr Wills confirmed this was the case.

**RESOLVED:**

**To receive this information.**

(Cllr Vanessa Carmichael left the meeting at this point)

## 11. Current Planning Applications

A schedule of the current planning applications had been circulated prior to the meeting. Each application was then considered and the following comments were made (Note: number refers to the number on the circulated list):

- 1 DM/17/00946/FPA – change of use from D1 (childrens nursery) to B1 (store), 5 North End, Sedgefield:**

Cllrs did not have any objections to this application.
- 2 DM/17/01152/FPA – agricultural storage building and new vehicular access, The Whins, Stillington:**

Cllrs did not have any objections to this application.
- 3 DM/17/01181/FPA – erection of single storey side extension (garage) – 27 Chestnut Road, Sedgefield:**

Cllrs did not have any objections to this application.
- 4 DM/17/01197/RM – reserved matters approval for the erection of 3 no. dwellings, Garage block, Wykes Close, Sedgefield:**

The Clerk reminded all that at the previous Environment Committee meeting it had been agreed that if any planning application was published relating to the Garage Block at Wykes Close a request be submitted to DCC for this to be called to Planning Committee. This had duly been done and a response received from Mr Mark O’Sullivan, DCC Planning Officer on 9<sup>th</sup> May 2017 in which he stated this current application is a reserved matters application. Outline permission was previously granted for the erection of 3 no dwellings on this site. The current outline application relates only to the finer details of the scheme such as the design of the dwellings, scale, site landscaping and access, i.e. Livin have already secured approval for residential development on this site. The Clerk reminded Cllrs that the Town Council had considered that application in February 2017 and submitted its objections at the time. Mr O’Sullivan also informed the Town Council that some residents concerns have been forwarded to him by County Cllr John Robinson in relation to potential impact upon the nearby Town wall. Mr O’Sullivan has given assurance that there will be no affect upon the Town wall. Cllr David Brown apologized for any confusion but he had believed that another new application was being submitted relating to yet further development in this area. Whilst not a material planning consideration, Cllr Alf Walton reported his concern that such bungalows were being built for Livin to sell, i.e. as market sale residential bungalows. Cllr Gloria Wills confirmed this and said that such information had not been in the original paperwork. Cllr Wills said that if money generated as a result of such development was then going to be spent outside of

Sedgefield then the Town could end up with no green spaces and no investment.

**5 DM/17/01224/FPA – 10 lettable rooms on land to the rear of PH with associated works including car parking, Hope Inn, Front Street, Sedgefield:**

Cllr Mel Carr reported that this particular planning application has attracted considerable press coverage and whilst it is beneficial to the Town for the Hope Inn itself to be developed and used there are consideration issues with the planning application to build 10 lettable rooms at the rear of the property. In 2014 the original Hope Inn site plan showed 14 car parking spaces on the site. Site plans accompanying an initial and then revised planning application, both in 2014 with the latter enlarging the public house itself, reduced the number of on-site parking in the immediate area to 9 spaces. Now a planning application is being presented whereby 10 letting rooms are being proposed with 13 car parking spaces for the entire hotel, restaurant and lettings room area. Cllr Carr reported that he believed each lettable room would require a dedicated parking space as well as provision for those staff working on the site as well as space for delivery vehicles all in addition to visitors to the actual Inn. Cllr Carr reported that on the evening of 13<sup>th</sup> May 2017 he had evidence recording 46 cars parked in the Parish Hall car park, 9 cars at the front of the Parish Hall, 5 cars outside the front of the Hope Inn, 21 cars on Front Street and a further 9 cars on the High Street making a total of 90 cars parked on this particular evening. The impact of additional vehicles generated when the Inn opens, never mind the lettable rooms would be highly significant upon the Town at all times of the day and night.

Cllr Gloria Wills noted that within the documentation underpinning this application was a document in which it was clearly stated that the site owners were in consultation with the Town Council to purchase the land outside the front of the Hope Inn for the purpose of creating additional parking. Cllr Wills said this was misleading and factually incorrect as no such discussions have taken place and that this area of land, classified as village green, is already used for parking so regardless it will never generate additional parking provision within the Town. Cllr Wills said that whilst it is hoped the Inn does extend and improve the purpose of this meeting is to look at the planning application being presented and not the individual business. Cllr Wills confirmed that she had already spoken to DCC Planning Officers and requested the inaccurate and misleading information regarding the land at the front of the Hope Inn be removed from its website. The Clerk was asked to also write to DCC Planning Officers requesting the same. Cllr Wills concluded that DCC Highways Officers have



already objected to this planning application. Cllr David Brown reminded everyone that there is a shared access and right of way between the village green area and the front of the Hope Inn which runs along the existing pavement.

It was agreed that a letter of objection be submitted relating to this application which is over-development of the site which falls within the Town's Conservation Area and will have a detrimental effect upon parking in the centre of the Town. Cllrs suggest that by reviewing the layout of the proposed facility additional on-site parking spaces could be generated.

**6 DM/17/01264/FPA – roof alterations increasing main ridge height and erection of rear dormer window to facilitate loft conversion. Erection of detached orangery to rear, Ivy Cottage, Bradbury Isles, Bradbury:**

Cllrs did not have any objections to this application.

**7 DM/17/01283/FPA – erection of an agricultural general purpose storage building, Butterwick Moor Farm, Sedgefield:**

Cllrs did not have any objections to this application.

**8 DM/17/01322/RM – application for reserved matters (appearance, landscaping, layout and scale) for the erection of 196 dwellings and associated works pursuant to planning permission DM/15/03808/OUT, land to the South of Eden Drive, Sedgefield:**

Cllr Gloria Wills expressed her concerns regarding the route of the right of way. Whilst a temporary diversion has been applied for the application detailing the actual route of the subsequent right of way has never been seen. Cllr Allan Blakemore said there needed to be a discernible footpath which is clearly marked and identifiable. Cllr Wills also noted her concerns regarding the location of the emergency access at Eden Drive near to the proposed 3 bungalows discussed under planning application 4 above and asked who will police this and how as well as maintain it. Finally, it was acknowledged that within this development would be 10% affordable housing, however, this was detailed as 19 houses when Cllrs felt this should be rounded up to 20 houses. The location of the affordable houses was also of concern as these are shown as being located in the furthest corner away from the road making access one of the biggest hurdles to overcome.

**RESOLVED:**

**The comments on planning applications 1-8 above to be submitted to DCC Planners.**

The Clerk circulated to all details of three additional planning applications which had been published earlier that day by DCC as follows:

DM/17/01473/AD - erection and display of 1 no totem sign to the entrance of the sales area; sales centre fascia; 1 no show home sign; 4 no visitor parking signs; 4 no verge board signs; 7 no flagpoles; 2 no aluminum hoarding panels; 3 no fence boards and 1 no v-board sign at land to the South of Eden Drive, Sedgefield

DM/17/01509/FPA – porch, bay window and canopy to front and two storey extension to the rear (resubmission of approval DM/14/03492/FPA), 16 West Terrace, Fishburn

DM/17/01546/FPA – erection of two storey side/rear extension (resubmission of DM/17/00800/FPA), 14 Butterwick Road, Sedgefield

**RESOLVED:**

**These additional planning applications to be considered by Cllrs at the Environment Committee meeting to be held on Monday 22<sup>nd</sup> May 2017.**

The Chair thanked everyone for attending and closed the meeting at 9.0pm.

# SEDGEFIELD TOWN COUNCIL

## POLICY & RESOURCES

Minutes of the proceedings of the **MAY POLICY & RESOURCES**  
of the **Council** held following the Monthly meeting in the  
**Council Offices**, Sedgefield,  
on **Monday 15<sup>th</sup> May 2017**



**Present**                    **Cllr. Gloria Wills (Chairman)**  
                                 **Cllr. Mel Carr (Vice-Chairman) and**  
                                 Cllrs Allan Blakemore, David Brown, Mark Cant, Jo Elliott, Alda  
                                 Hummelinck, Chris Lines, Julie Towler and Alf Walton

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

### 1. **Apologies**

Cllr Vanessa Carmichael

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

Cllr Chris Lines declared a non-pecuniary interest in items 7.1 and 7.2 due to personal connections. No other Cllrs declared any interests.

### 3. **Matters of Information**

#### 3.1 **Epitaph Training:**

The Town Clerk and Financial Assistant/Receptionist have now completed the first day of training with Edge initially focusing upon the finance modules of the package in order to get the Council's systems in place for 2017/18. Arrangements are now in hand to schedule on-line training with Edge for the Epitaph (cemetery) modules of the package. This training will be undertaken by the Town Clerk, Gardening Supervisor and Financial Assistant/Receptionist. The Clerk to keep Cllrs updated.

#### **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. Further work is now required on the constitution and a new application form needs to be submitted. In the first instance an update report will be presented to the Finance Working Group with a subsequent recommendation being brought to a future P&R Committee meeting. 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. The Town Council to monitor parking in this area following Post Office relocation.

The Clerk has written to Mr Dave Wafer of DCC to outline the Town Council's concerns regarding parking in and around Bolams and has also requested an updated regarding this matter. A response is still awaited.

**RESOLVED:**

**To receive this information.**

### **3.4 Station Road Playing Field:**

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 boreholes in Station Road Playing field and also conduct a dye test to find out where the drains go and how they flow in order to determine if there are any other blockages exacerbating the problem in either the drains themselves or the culverts. A response is now awaited. A further reminder letter has been issued to NWL. A response is still awaited. The Clerk to keep Cllrs updated on this matter.

**RESOLVED:**

**To receive this information.**

### **3.5 Bank/Cash Reconciliation Report:**

Work is now underway in conjunction with Edge in order that the Council's financial

package for 2017/18 can produce these reconciliations with presentation to Cllrs from June 2017 P&R Committee meeting onwards. The Clerk to keep Cllrs updated on this matter.

**RESOLVED:**

**To receive this information.**

**3.6 Costings for Sale of Land Around Butterwick Road Cemetery:**

Depending upon the outcome of the Council's AGM, a Butterwick Road Cemetery Working Group to be convened as soon as possible in order to progress this matter. The Clerk to keep Cllrs updated on this matter.

**RESOLVED:**

**To receive this information.**

**3.7 Treeworks in Ceddesfeld Hall Grounds:**

The Clerk has written to AW Treecare seeking further clarification on the quotation provided. Clarification has now been provided and this will be considered at an Estates Working Group meeting in order that a recommendation can be brought to a future Committee meeting. The Clerk to keep Cllrs updated on this matter.

**RESOLVED:**

**To receive this information.**

**3.8 Emptying Recycling Bays at Butterwick Road Cemetery:**

Darnton & Young have now successfully completed this work.

**RESOLVED:**

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

**3.9 Debtors List:**

Transaction 2935 has now been removed from the Council's financial systems for 2017/18.

**RESOLVED:**

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

**3.10 Eden Drive Play Area:**

RTC Safety Surfaces Ltd have now answered the questions raised by DCC's Playground Inspector and a cheque has now been raised for this work.

**RESOLVED:**

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

**3.11 Cheques for Approval:**

The Estates Working Group are to consider the Town's festive lighting requirements for December 2017 and bring an appropriate report back to a future P&R Committee meeting. The Clerk to keep Cllrs updated on this matter.

**RESOLVED:**

**To receive this information.**

**3.12 Town Council Alarms (Fire and Security):**

New contracts have been set up effective from 1<sup>st</sup> April 2017 with AEL for the fire and security alarms in both the Town Council Offices and the Parish Hall premises. Both alarms in the Council Offices have been serviced including fitting of dual comm devise allowing us now to cancel Care Connect. In early May 2017 the Parish Hall's fire panel will be moved and replaced with dual comm fitted and a full service. Parish Hall Caretaker & Cleaner currently arranging keys to be cut for all emergency keyholders. In mid-May training will be arranged for all key holders and out of office hours emergency contacts for the new alarm system. The Clerk to keep Cllrs updated on this matter.

**RESOLVED:**

**To receive this information.**

**3.13 Council Elections 2017:**

The Notice of Uncontested Election for Sedgefield Town Council was displayed on 6<sup>th</sup> April 2017 on the Council's website, in the Council Offices, in the Town's noticeboard and disseminated to all existing and new Cllrs as well as through the Residents Database. A report regarding co-option of Councillors for the 4 vacancies on the Town Council was presented to the May 2017 Monthly Meeting for discussion.

**RESOLVED:**

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

**3.14 Ceddesfeld Hall Lease – Independent Mediation:**

The Clerk has instructed the Council's solicitor that upon receipt of correspondence from the SCA's solicitor this be forwarded to the Town Council in the first instance for consideration at the P&R Committee in May 2017. An email has now been received. See agenda item 9.1.

**RESOLVED:**

**To receive this information.**

**3.15 Head Gardener & Cemetery Superintendent:**

The Clerk has written to the Gardening Supervisor formally offering a new job title, job description and increase in pay from 1<sup>st</sup> April 2017. A response has now been received and will be discussed at the next Personnel Committee meeting (to be arranged as soon as possible following outcome of Council's AGM). The Clerk to keep Cllrs updated on this matter.

**RESOLVED:**

**To receive this information.**

**3.16 Zurich Insurance Renewal:**

The Finance Working Group will ensure that a review of the Council's insurance policy and seeking of comparable quotes takes place in 2017/18 for 2018/19 and beyond with a recommendation report being brought to a future P&R Committee meeting. The Clerk to keep Cllrs updated on this matter.

**RESOLVED:**

**To receive this information.**

**3.17 Grass Cutting 2017/18:**

A competitive tendering exercise for grass cutting will take place in late 2017/18 for the 2018/19 grass cutting season. The Clerk to keep Cllrs updated on this matter.

**RESOLVED:**

**To receive this information.**

**3.18 Quotes for Parish Hall Main Floor:**

BespOak Flooring will undertake this work commencing 30<sup>th</sup> May 2017 and will take a period of 4 days to complete. The Clerk to keep Cllrs updated on this matter.

**RESOLVED:**

**To receive this information.**

**3.19 Parish Hall Cleaning:**

A recruitment process is now underway to seek a Parish Hall Cleaner to work at weekends as well as provide necessary cover for the Parish Hall Caretaker & Cleaner. This matter will be progressed by the Personnel Committee once its membership is known after the Council's AGM. The Clerk to keep Cllrs updated on this matter.

**RESOLVED:**

**To receive this information.**

**3.20 Cheques for Approval:**

RTC Safety Surfaces Ltd have now answered the questions raised by DCC's Playground Inspector and a cheque has now been raised for this work.

**RESOLVED:**

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

**3.21 Hardwick Hall Hotel – Premises Licence Variation:**

The Clerk has informed Ms Helen Johnson and Ms Yvonne Raine of DCC that the Town Council does not have any objections to the variation being sought in relation to the premises licence for Hardwick Live but would request future events are scheduled so as not to clash with Sedgefield Show. The Clerk has also reminded these DCC Officers of item 4a in the Entertainment Noise Control Action Plan and requested that such information is provided to the Town Council. Ms Helen Johnson has confirmed receipt of the Town Council's correspondence. No further information has been received. 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.

Mrs Julia Bowles said that she would forward to the Town Council a copy of the area of benefit statement made during the Eden Drive Public Inquiry relating to S106 monies. At the time those comments were made it was expressly said that all requests for S106 monies had to be presented via the Town Council and Mrs Bowles said it was then appalling that no direct forthcoming information has been given direct to the Town Council. Mrs Bowles noted Cllr Lines comments regarding the community engagement methodology relating to The Sedgfield Plan and commented that when the Plan underwent a Health Check with a QC he praised the community consultation undertaken. Finally, Mrs Bowles reported the SVAG had held a meeting with Taylor Wimpey North East and during the course of discussions they had said that the emergency access point at the corner of this development would be policed by droppable bollards used only to allow emergency services access.

The Chair re-opened the meeting and thanked Mrs Bowles for her comments.

#### 5. **Reports**

##### 5.1 **Parish Hall Refurbishment Update Report by Projects & Media Co-ordinator:**

The Clerk reported that good progress is being made with the refurbishment of the Parish Hall. A report will be brought to the Environment Committee meeting on 22<sup>nd</sup> May 2017 reporting the latest position.

**RESOLVED:**

**To receive this information.**

##### 5.2 **Six Monthly Lift Inspection Report by Town Clerk:**

Prior to the meeting the Clerk had circulated a Six Monthly Lift Inspection Report to all Cllrs detailing that lifts at both the Parish Hall and Ceddesfeld Hall had been inspected in accordance with the Council's insurance policy and found to be in sound condition. The next inspection is scheduled for 13<sup>th</sup> October 2017.

**RESOLVED:**

**To receive this information.**

### **5.3. Foundation Level Quality Award Update Report by Town Clerk:**

Prior to the meeting the Clerk had circulated a report informing all Cllrs that the Council has now successfully obtained the Foundation Level Quality Award following considerable work to achieve this. Cllrs acknowledged the work which had been undertaken.

Cllr Allan Blakemore proposed that the Town Council now aspire to build upon this success and look at progressing through the Quality Award programme. Cllrs agreed with this proposal. The Clerk confirmed that the Council did already meet some elements of those criteria.

#### **RESOLVED:**

**i) Mr Dennis Coates, Chair of the NALC Accreditation Panel, to present the Town Council's Foundation Level Quality Award to the Council at the start of its Monthly Meeting on Monday 12<sup>th</sup> June 2017.**

**ii) The Town Council to aspire to progress to the next stage of the Quality Award programme.**

**iii) The Clerk to present to a future Policy & Records Management Working Group meeting the work required in order to progress to the next stage of the Quality Award programme.**

### **5.4 Sedgefield Town Council Corporate Plan Report by Town Clerk:**

Prior to the meeting the Clerk had circulated to all a Sedgefield Town Council Corporate Plan report. Cllrs agreed with the Clerk's recommendation, and that of the Internal Auditor, that such a document detailing clearly the Council's priorities for the new term of office should be produced. Cllr Gloria Wills noted that a letter from Mrs Bowles to be considered under agenda item 7.4 mirrored her own thinking that the Council could and should do more to strength community engagement. She suggested that community views also be sought to determine what the Council's priorities should be, possibly via some public meetings. The Clerk suggested that in addition other forms of consultation mechanisms be used as well to reach those perhaps too busy to attend meetings. She also reminded Cllrs that one policy that had already been identified for this year as work to undertake was the production of a robust Council Social Media Policy with a view to using Twitter through the Council's website as an example.

**RESOLVED:**

**The Clerk and Policy & Records Management Working Group to bring a proposed way forward to a future P&R Committee meeting.**

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

**6. Financial Matters**

**6.1 Cheques for approval after 10<sup>th</sup> April 2017:**

Prior to the meeting the Clerk had circulated to all a cheques for approval list dated 24<sup>th</sup> April – 8<sup>th</sup> May 2017. The Clerk distributed to all an update list featuring cheques dated 15<sup>th</sup> May 2017.

Cllr Alf Walton queried cheque number 108926 for trade waste costs. The Clerk confirmed that this cheque covers the trade waste costs for the Parish Hall, the Council Offices and the Cemetery.

Cllr Gloria Wills noted cheque number 108915 for Sedgefield Plan website costs and requested the Finance Committee look at this matter. The Clerk confirmed that the Council's website now does have the infrastructure for hosting such information and suggested the Council's Projects & Media Co-ordinator be tasked to make a recommendation in the first instance. Cllrs agreed.

Cllr Alf Walton commented that cheque number 108919 related to the emptying of the recycling of Butterwick Road Cemetery. He commented that if the Town Council operated its own chipper such costs could be reduced. He also noted that much of the material in the recycling bays had come from the Bloom's project in Ceddesfeld Hall. The Clerk pointed out this project is now nearly completed and Cllrs Brown and Blakemore commented that the land at Ceddesfeld does belong to the Town Council.

**RESOLVED:**

- i) All cheques were approved for payment.**
- ii) Cllrs Carr and Wills plus the Town Clerk to duly sign the cheques.**
- iii) Projects & Media Co-ordinator to review The Sedgefield Plan website and produce recommendations for merging onto Town Council website.**

- 6.2 Internal Audit Annual Report 2016/17 Report by Mr Gordon Fletcher:**
- 6.3 Internal Audit Report – Income Collection and Banking by Mr Gordon Fletcher:**
- 6.4 Internal Audit Report – Debtors Audit 2016/17 by Mr Gordon Fletcher:**
- 6.5 Internal Audit Report – Accounts Payable by Mr Gordon Fletcher:**

Prior to the meeting the Clerk had circulated to all Cllrs reports produced by the Council's Internal Auditor, Mr Gordon Fletcher, relating to agenda items 6.2, 6.3, 6.4 and 6.5. Cllrs were delighted to note that Full Assurance had been achieved in all areas. The Clerk recorded her thanks to Mrs Julia Rowsby, Financial Assistant/Receptionist for her work in this matter.

**RESOLVED:**

**To receive this information.**

- 6.6 Edge Software Update Report by Town Clerk:**

Prior to the meeting the Clerk had circulate to all an Edge Software Update Report. The Clerk informed Cllrs that due to the extensive architectural work required to establish this system correctly and then trial the reconciliation processes it is unlikely that any detailed financial information will be included in Committee packs for June 2017. Current staffing shortages are hampering this work.

**RESOLVED:**

**To receive this information.**

- 6.7 Annual Return 2016/17 Update Report by Town Clerk:**

Prior to the meeting the Clerk had circulated to all an Annual Return 2016/17 Update Report reminding Cllrs of the dates for the Exercise of Public Rights process. In addition, the Clerk reported that now the Chair of the Council is known for 2017/18 the Council's Annual Return for 2016/17 can be submitted to the External Auditor.

**RESOLVED:**

- i) The Town Clerk to post the Council's 2016/17 Annual Return to BDO.**
- ii) The Town Clerk to ensure the Council complies with the Exercise of Public Rights process.**

## 7. Correspondence

### 7.1 Durham House (letter of objections from residents dated 30<sup>th</sup> April 2017):

### 7.2 Premises Licence Durham House, Sedgefield (email and attachment from Ms Yvonne Raine, DCC dated 2<sup>nd</sup> May 2017):

Prior to the meeting a letter of objections from residents dated 30<sup>th</sup> April 2017 relating to Durham House was circulated to all. In addition, an email and attachment from Ms Yvonne Raine of DCC dated 2<sup>nd</sup> May 2017 relating to a Premises Licence for Durham House was also circulated to all. As these two matters are linked it was agreed to discuss both collectively.

Cllr Allan Blakemore asked why the owners of Durham House had not obtained a Premises Licence when they had very recently refurbished this property. He felt this matter was now being done by stealth and he was not happy with the type of entertainment that could potentially be provided at this venue. Cllr Blakemore questioned why the original licence in place for this premise before the refurbishment was not retained and someone put into the premises to oversee. Cllr Blakemore urged the Town Council to object to this application.

Cllr Gloria Wills confirmed that the purpose of this licence is to be able to sell alcohol and she asked what reasons there were to object to this. Cllr Jo Elliott felt that being able to sell alcohol for 24 hours per day was a significant issue and felt the times of trading should be restricted. Cllr David Brown reported that the Manor House have a condensed licence which restricts their hours for selling. If they want to go beyond these hours they have to apply for variations. Cllr Brown proposed the Town Council supported those residents who were objecting and request a provisional licence for 6 months be granted on a trial period with close monitoring as well as limited hours for the sale of alcohol. Cllr Brown felt that someone should be present onsite at all times when alcohol was being service. Cllr Wills proposed that a restriction is also placed on the licence whereby no-one is allowed to drink outside after 10pm as there have already been noise problems and incidents of anti-social behavior.

Cllr Brown asked if residents had notified DCC directly of their objections. Cllr Mel Carr confirmed that they had.

### **RESOLVED:**

**The Clerk to write to Ms Yvonne Raine of DCC asking why such a licence is being sought and to register the Town Council's concerns and request a**

**restriction on the hours for selling alcohol, close monitoring from DCC's Environmental Health in relation to noise and a condition of no drinking outside after 10pm.**

**7.3 Sedgefield Town Council Donation to Sedgefield Twinning Association (letter from Mrs Nancy Wells, Hon. Treasurer dated 16<sup>th</sup> April 2017):**

Prior to the meeting the Clerk had circulated to all a letter of thanks received from Mrs Nancy Wells on behalf of the Sedgefield Twinning Association for their recent donation from the Town Council.

**RESOLVED:**

**To receive this information.**

**7.4 Letter from Mrs Julia Bowles (dated 7<sup>th</sup> May 2017):**

Prior to the meeting the Clerk had circulated to all a letter from Mrs Julia Bowles dated 7<sup>th</sup> May 2017 in which she was requesting greater community engagement between the new Town Council and Sedgefield community.

Cllr Chris Lines said that he wished to defend the Town Council's track record of community engagement over the last couple of years. Over this time the range of mechanisms used by the Council to communicate with the public has grown in diversity and range but this takes time and resources to implement and prepare. The website which is a huge asset to the Council took considerable behind the scenes work to delivery. The tone and content of the Sedgefield Extra has changed dramatically from reporting historic activities and the events of others to becoming an informative and forward thinking Council publication. Media relations are now far more proactive and this will continue with the appointment of the Projects & Media Co-ordinator. A number of bespoke projects have taken place with the most notable being that of the work with young people whereby the Town Council has engaged directly with them and this has informed the current Parish Hall refurbishment project and the SLA with a Youth Service to be discussed later. Lots of very good professionally led community engagement work took place through the process of producing The Sedgefield Plan. While Cllr Lines acknowledged there is still work to do in relation to community engagement he also wanted others to acknowledge that the Council has progressed enormously in this area. Cllrs agreed.

**RESOLVED:**

**To receive this information.**

**7.5 Continuation of Purdah after May Election (email from Mr Steve Ragg, CDALC dated 25<sup>th</sup> April 2017):**

Prior to the meeting the Clerk had circulated to all a Continuation of Purdah after May Election email from Mr Steve Ragg of CDALC dated 25<sup>th</sup> April 2017.

**RESOLVED:**

**To receive this information.**

**8. Training:**

**8.1 Councillor and Chairmanship Training (email from Mr Steve Ragg, CDALC dated 13<sup>th</sup> March 2017):**

Prior to the meeting the Clerk had circulated to all initial information from Mr Steve Ragg of CDALC dated 13<sup>th</sup> March 2017 detailing proposed Councillor and Chairmanship Training for new and returning Cllrs. The Clerk encouraged as many Cllrs as possible to take up the opportunity for such training.

**RESOLVED:**

- i) To receive this information.**
- ii) The Clerk to circulate further information to Cllrs when received.**
- iii) Cllrs to inform the Clerk directly if they would like to attend.**

**8.2 SLCC Regional Training Seminar 19<sup>th</sup> July 2017, Hardwick Hall (email from Mr Steve Ragg, CDALC dated 2<sup>nd</sup> May 2017):**

Prior to the meeting the Clerk had circulated to all details of the SLCC's Regional Training Seminar which will be held on 19<sup>th</sup> July 2017 at Hardwick Hall Hotel. The Clerk requested that she and the Projects & Media Co-ordinator attend this event. The event is also open to Cllrs to attend should they wish, with early booking advisable to benefit from discounted rates.

**RESOLVED:**

- i) The Clerk to book places for herself and the Projects & Media Co-ordinator.**
- ii) Cllrs to inform the Clerk directly if they would like to attend.**

Cllr Gloria Wills explained that due to the confidential nature of the following items these would be discussed under Exempt Information and requested that members of the public present must leave the meeting at this point (Section 1 Sub Section (2) of the Public Bodies (Admission to Meetings) Act 1960).

**9. Consideration Of Reports Exempt From Public:**

**9.1 Ceddesfeld Hall Lease Latest Position Report by Town Clerk:**

Cllrs considered the latest position regarding the draft lease for Ceddesfeld Hall which had been prepared an part of an on-going independent mediation process between the Town Council and the SCA.

**9.2 Draft Service Level Agreement Between Spennymoor Youth and Community Association & Sedgefield Town Council Report by Town Clerk:**

Cllrs considered a draft Service Level Agreement between the Town Council and Spennymoor Youth and Community Association for the future delivery of a youth club in the Town.

The Chair thanked everyone for attending and closed the meeting at 9.48pm.



# SEDGEFIELD TOWN COUNCIL

## COMMUNITY DEVELOPMENT & ENGAGEMENT



Minutes of the proceedings of the **MAY COMMUNITY DEVELOPMENT & ENGAGEMENT COMMITTEE** of the **Council** held at following the Environment Committee in the **Council Offices**, Sedgefield, on **Monday 22<sup>nd</sup> May 2017**.

**Present** **Cllr. Allan Blakeman (Chairman) and**  
Cllrs David Brown, Mark Cant, Jo Elliott, Alda Hummelinck, Julie Towler and Gloria Wills

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

**1. Apologies**

Cllrs Vanessa Carmichael, Mel Carr and Chris Lines.

**2. Declaration of interest**

None.

**3. Matters of Information**

**3.1 Free Cycle Stands:**

This funding opportunity is no longer available.

**RESOLVED:**

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

**3.2 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.

The Clerk reported that Mrs Trish Ryan, temporary Town Council worker, has had discussions with potential funders regarding the Town Council's war memorial. To

date it has been confirmed that no funding will be provided for any gilt work on the memorial, however, the funders are considering the content of the most recent condition report undertaken on the memorial and will provide further feedback in due course. The Clerk to keep Cllrs updated on this matter.

**RESOLVED:**

**To receive this information.**

**3.3 Youth Working Group Update:**

The revised draft SLA between Sedgefield Town Council and Spennymoor Youth Service was discussed at the P&R Committee meeting on Monday 15<sup>th</sup> May 2017. A request has now subsequently been issued to Mr Michael Parkin asking him to revise the start date of this SLA. The Clerk has scheduled a Youth Working Group meeting for 5.30pm on 12<sup>th</sup> June 2017 in order to review the refurbishment work in the Fletcher Room and to start to think about advertising and promoting the future youth club.

**RESOLVED:**

**To receive this information.**

**3.4 Snow Party 2017:**

No further information has been received from Sedgefield Primary or Hardwick Primary. Cllr Allan Blakemore requested that further requests are made to both schools seeking confirmation regarding any future potential involvement in this event. The Clerk to keep Cllrs updated on this matter.

**RESOLVED:**

**To receive this information.**

**3.5 Citizen of the Year:**

This presentation was made to Mrs Angela Bannister at the conclusion of the Town's Annual meeting on Tuesday 9<sup>th</sup> May 2017.

**RESOLVED:**

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

**3.6 Sedgefield Sports Hub Project:**

The Clerk has written to Mr Ean Parsons asking if the Project would find it useful to

have a Town Council representative at future Hub meetings. Mr Parsons has confirmed this would be useful and appreciated. Cllr Allan Blakemore attended the next Hub meeting on Wednesday 3<sup>rd</sup> May 2017 and will give a verbal update under agenda item 5.2. Cllr Gloria Wills asked Cllrs to refrain from verbal reports in the future and instead to supply written reports for prior consideration. This was agreed.

**RESOLVED:**

- i) To receive this information and to close this matter.**
- ii) The Clerk to circulate to all Cllrs an electronic report template for their future use.**

**4. Public Participation**

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

Mrs Julia Bowles reported that she had sent an email to the Clerk which she had requested to be circulated to Cllrs. The Clerk confirmed that this email was to be considered under agenda item 6.3. Mrs Bowles then reminded Cllrs that she had at the previous week's meetings circulated a letter to Cllrs requesting that they consider holding quarterly public meetings as a means of active community engagement. She asked when this matter was to be discussed. Mrs Bowles said that she had understood and accepted the comments made by Cllr Chris Lines when he detailed the work that the Town Council had undertaken in relation to communications, however, she believed PR and advertising were very different to active community engagement. Mrs Bowles then reported that Mrs Sarah Guest will represent the SVAG at the forthcoming Public Inquiry on 6<sup>th</sup> June 2017 relating to the planning application on the former Community Hospital site. She asked if the Town Council would be sending a representative to speak at this Inquiry. Cllr Allan Blakemore replied that the Town Council had considered this matter at its last Monthly Meeting and agreed to not send a representative to speak as the Council's views regarding this application had already been submitted and still stood.

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

## 5. Reports

### 5.1 Durham Book Festival Update Report by Projects & Media Co-ordinator:

Prior to the meeting the Clerk had circulated to all a Durham Book Festival Update Report by the Projects & Media Co-ordinator. The Clerk reported that the Projects & Media Co-ordinator had earlier that day attended a further meeting at The Manor House at which it had been agreed there had been no willing volunteers to take on such a project to co-incide with this year's Durham Book Festival.

#### **RESOLVED:**

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

### 5.2 Sedgefield Sports Hub Project Verbal Report by Cllr Allan Blakemore:

Cllr Allan Blakemore reported that he had, as the Town Council's representative, attended the Sedgefield Sports Hub Project meeting on Wednesday 3<sup>rd</sup> May 2017. Cllr Blakemore said that he would ensure copies of minutes from such meetings were forwarded to the Clerk for wider circulation to other Cllrs. At the May 2017 Hub meeting were representatives of the Harriers, the Rugby Club, the Friends of Hardwick Park and the Bowls Club. The purpose of the meeting was to discuss opportunities for potential funding. Sedgefield Squash Club have confirmed that they are not interested in relocation from their existing location to another venue at the Hub but they would like to be actively involved in the work of the Hub project and be part of potential funding bids. It was agreed that further contact would be made with DCC and a further meeting scheduled at which it was hoped that more attendees would be present. Whilst the Cricket Club were not in attendance at the May meeting they have expressed their support for the idea of a sports hub in this location. It is early days for this project and group members felt it would be useful to ask Mr Stephen Reed of DCC to attend and explain in detail the process for seeking S106 monies. Cllr Blakemore concluded by saying that no formal plan or design had been presented for this project.

Cllr Gloria Wills commented that a plan and design for this hub does exist as it was being held aloft by the two Labour County Cllr candidates on the front of their recent election leaflets. Cllr Wills said that she had written to Mr Stephen Howell of DCC asking for verification of the plan being displayed. A response from Mr Howell is now awaited. Cllr Wills said that she believed the hub plan and design was discussed at the very first Sports Hub Project meeting. Cllr Wills said her concern was what consideration was being given to those residents living on Station Road. Cllr

Blakemore informed Cllrs that this project is in its very early stages as consideration is being given as to whether it can become a viable project in the longer-term. Whilst the Cricket Club own most of their own land, currently the Rugby Club hire facilities from the Cricket Club and issues such as access would need to be considered. It could potentially be an option for a running track to be installed around the rugby pitch. Cllr David Brown said that much of this project would be dependent upon planning permissions and DCC. Cllr Wills said that she would keep Cllrs updated as to her response from Mr Howell of DCC.

**RESOLVED:**

**To receive this information.**

**6. Correspondence**

**6.1 County Durham Volunteering Celebration Event (email from Mr Steve Ragg, CDALC dated 26<sup>th</sup> April 2017):**

Prior to the meeting the Clerk had circulated to all an email from Mr Steve Ragg of CDALC dated 26<sup>th</sup> April 2017 regarding a County Durham Volunteering Celebration Event.

**RESOLVED:**

**To receive this information.**

**6.2 Battle's Over – A Nation's Tribute & WWI Beacons of Light 11<sup>th</sup> November 2018 (email from Mr Steve Ragg, CDALC dated 3<sup>rd</sup> January 2017):**

Prior to the meeting the Clerk had circulated to all a Battle's Over – A Nation's Tribute & WW1 Beacons of Light 11<sup>th</sup> November 2018 email from Mr Steve Ragg of CDALC dated 3<sup>rd</sup> January 2017. The previous Council had agreed to defer this matter until after the May 2017 elections.

**RESOLVED:**

**i) This correspondence be passed to the Sedgefield Village Veterans for their consideration.**

**ii) Cllr Allan Blakemore to ask at the forthcoming Larger Councils Forum meeting what other Town and Parish Councils are doing for this event.**

**6.3 Discussions re: Sedgefield 106 Monies (email from Mrs Julia Bowles dated 17<sup>th</sup> May 2017):**

The Clerk circulated to all an email from received from Mrs Julia Bowles dated 17<sup>th</sup> May 2017. This email contained a communication string originating back to correspondence between Mr Stephen Reed of DCC and Ms Julie Archer of the SVAG in which the SVAG were requesting a meeting with DCC to consider Section 106 monies pertaining to the development of Eden Drive. The SVAG were now requesting a joint meeting between the Town Council and DCC to consider this matter. Cllrs considered this request.

**RESOLVED:**

- i) The Clerk to liaise with Mr Stephen Reed to ascertain if he would prefer to have two separate meetings relating to S106 monies, the first relating to education and the second relating to community, sport and recreation money.**
- ii) The SVAG be invited to attend as observers at the meeting to discuss S106 education monies (Note: this meeting would also include Primary School Head Teachers and an invitation to Ms Caroline O'Neill).**
- i) The SVAG be invited to participate in a meeting to discuss S106 community, sport and recreation monies.**

**6.4 Card of Thanks (Mrs Panny Pighills, One Step Forward):**

The Clerk read out a card of thanks received from Mrs Panny Pighills of One Step Forward following their receipt of a donation from the Mayor's Charity. Mrs Pighills had enclosed example publicity material which had been produced using this financial donation. She also extended an invitation to Cllrs to attend any one of the Group's sessions.

**RESOLVED:**

**To receive this information.**

The Chair thanked everyone for attending and closed the meeting at 8.32pm.

# SEDGEFIELD TOWN COUNCIL

## ENVIRONMENT



Minutes of the proceedings of the **MAY ENVIRONMENT** of the  
**Council** held at **7pm** in the **Council Offices**, Sedgefield, on  
**Monday 22<sup>nd</sup> May 2017.**

- Present**            **Cllr. Alf Walton (Chairman)**  
                         **Cllr. Mark Cant (Vice-Chairman) and**  
                         Cllrs Allan Blakemore, David Brown, Jo Elliott, Alda Hummelinck, Julie Towler and  
                         Gloria Wills
- Officer**            Dr Jane Ayre (Town Clerk)

### 1. **Apologies**

Cllrs Vanessa Carmichael, Mel Carr and Chris Lines.

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

Cllr Gloria Wills declared a non-pecuniary interest in item 6.3 as she is a member of the Sedgefield Development Trust. No other Cllrs made any declarations of interest.

The Clerk reminded all that at the previous week's Monthly Meeting it had been agreed to defer the following items to the Environment Committee meeting:

Consideration of current planning applications;

Consideration of Ms Caroline O'Neill's (DCC) letter dated 28<sup>th</sup> April 2017.

It was agreed these items would be considered after the correspondence element of the agenda.

### 3. **Matters of Information**

#### 3.1 **Tractor Maintenance Report:**

The Gardening Supervisor is preparing a maintenance schedule for all other gardening equipment. The Finance Working Group and Gardening Supervisor to commence discussions in relation to potentially trading in existing tractors and

purchasing a new medium sized machine. The Gardening Supervisor and Cllr Alf Walton have started to investigate potential options. The Clerk to keep Cllrs updated on this matter.

Cllr Alf Walton and the Gardening Supervisor to bring to a future Committee meeting their recommendation for future tractor servicing to take place on-site rather than the current system of off-site.

**RESOLVED:**

**To receive this information.**

**3.2 Footpath Outside Hope Inn:**

Revised plans relating to The Hope Inn were discussed at the May 2017 Monthly Meeting.

Cllr Gloria Wills reported that she had been contacted by Ms Laura Eden, DCC Planning Officer, in relation to the recent planning application relating to the proposed lettable rooms are at The Hope Inn. Ms Eden confirmed that she had held a meeting with Mr John Adamson and his agent as a result of comments submitted by the Town Council and others in relation to car parking. Mr Adamson had informed Ms Eden that he would contacting the Town Council in order to progress this matter. The Clerk confirmed that at this time no such approach has been received. Ms Eden had also confirmed to Cllr Wills that DCC have extended their consultation exercise in relation to this particular planning application in light of the comments received to date.

**RESOLVED:**

**To receive this information and to monitor this situation.**

(Cllr Alda Hummelinck joined the meeting).

**3.3 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.**

**3.4 Installation of Self-Watering Tubs:**

30 self-watering tubs have now been installed on hard standing areas across the Town. A prototype base has been designed for those self-watering tubs which will be placed on grass in 2017. Base materials have now been received and work has started to install these replacement tubs. This work will be on-going to fit in with planting work. Cllr David Brown commented that the new tubs and bases look very tidy. The Clerk to keep Cllrs updated on this matter.

**RESOLVED:**

**To receive this information.**

**3.5 Hardwick Hall Hotel:**

The Town Council to continue to respond to noise complaints from the public in relation to Hardwick Hall Hotel. Cllrs to monitor this situation.

**RESOLVED:**

**To receive this information.**

**3.6 Rat Infestation:**

The Clerk has written to Mr Scott of Environmental Health requesting a statutory enforcement in this locality in order to not only remove the rats but also remove the cause of the infestation. Discussions are now underway regarding land ownership. The Clerk to keep Cllrs updated on this matter.

Cllr David Brown reported that he had received complaints about rats being seen outside Matthew Jones. Cllr Alf Walton to investigate this area.

**RESOLVED:**

**To receive this information.**

**3.7 Hardwick Hall – Premises Licence Variation Application:**

Concerns regarding the Hardwick Hall's promotional banner adjacent to the fencing at the racecourse roundabout for the forthcoming Hardwick Live event has been reported to Ms Susan Porter, DCC. DCC had in turn appointed Ms Sally McDyer as

its Investigating Officer. Ms McDyer had emailed the Clerk on 21<sup>st</sup> April 2017 to state that following inspection of the site it had been found that the large banner advertisement requires advertisement consent to be displayed. Ms McDyer had contacted the person(s) believed to be responsible for this alleged breach of advertisement control and have requested that they submit an advertisement application within 28 days. The Clerk reported that Ms McDyer had emailed the Town Council on 18<sup>th</sup> May 2017 to confirm that the banner advertisement has now been removed and the enforcement case therefore close.

**RESOLVED:**

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

**3.8 Headstone Safety Testing 2016/17:**

Town Council staff to schedule work to lay flat those 7 headstones identified as Category 1. The Clerk to keep Cllrs updated on this matter.

**RESOLVED:**

**To receive this information.**

**3.9 Premier Taah Convenience Store:**

Whilst the state of the premises do not warrant formal enforcement action by DCC, Ms Sally McDyer has written to the proprietor seeking their co-operation in repairing the windows and painting the window frames within 6 weeks. No further update has been received from Ms McDyer. The Clerk to keep Cllrs updated on this matter.

**RESOLVED:**

**To receive this information.**

**3.10 Signage Within Conservation Area:**

Cllr Chris Lines has now shared electronically this information members of the Sedgefield Business Network.

The Clerk to schedule a walk around for June/July 2017 when the new Council is in place. The Clerk to keep Cllrs updated on this matter.

**RESOLVED:**

**To receive this information.**

**3.11 Land Between Sedgfield Primary School and Ceddesfeld Hall Wall:**

The Clerk has written to Mr Andrew Jackson of DCC asking if this area of land could be considered as part of their wildflower planting programme. The Clerk has requested that Mr Jackson respond directly to Mr Mitchell of Hornby Avenue with a copy to the Town Council for information. The Clerk has also written to Mr Mitchell making him aware of the Town Council's actions. The Clerk to keep Cllrs updated on this matter.

**RESOLVED:**

**To receive this information.**

**3.12 Sedgfield Mediaeval Fayre 2017:**

The Clerk has written to the Police asking for an officer to be on duty in the Town on Friday 19<sup>th</sup> May 2017 to monitor the access to Sedgfield Primary School. As a result of this request Amy Jorgeson was present as she was on duty 8am – 4pm.

The Clerk has circulated to all Cllrs the details of the road closure relating to this year's Fayre.

The Clerk reported that no complaints regarding the Friday or Saturday had been reported to the Town Council Offices. Cllr Jo Elliott reported that she had telephoned the Police on the Saturday afternoon to report approximately 50 young people drinking in the trees of Ceddesfeld Hall grounds and also intimidating passersby. Cllr Gloria Wills commented that during this event it had been impossible to get a vehicle down Rectory Row due to the illegal parking of a significant number of vehicles in this area. She noted that no enforcement action had taken place against these vehicles unlike the recent Farmers Market event.

**RESOLVED:**

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

**3.13 Parking Tickets:**

The Clerk has written to Mr Dave Wafer of DCC seeking advice as to how other Towns operating Farmers (or similar) markets overcome such problems in relation to trader's vehicles. Mr Danny Harland, Parking & Transport Infrastructure Team Leader for DCC has contacted the Clerk and suggested a meeting in Sedgfield to

discuss this matter could be beneficial. Cllrs agreed with this suggestion and felt that once a date had been scheduled a representative from the Sedgefield Development Trust and the SCA as well as Town Councillors would also be useful. The Clerk to now liaise with Mr Harland to schedule such a meeting.

Mr John Fitzpatrick has forwarded to the Town Council the response he has received from DCC. See agenda item 6.3.

**RESOLVED:**

**To receive this information.**

**3.14 Safe Pedestrian Access to Hardwick Park From Sedgefield:**

The Clerk has written to Mr Dave Wafer of DCC thanking him for his correspondence and stating the Town Council look forward to the completion of this work and request that nearby bushes also be cut back. Mr Wafer responded on 5<sup>th</sup> May 2017 and confirmed that vegetation clearance would be added to this project to improve the path.

The Clerk has written to Mr McElvaney to update him of the situation. Mr McElvaney has replied and thanked the Town Council for this update and requesting this situation be resolved so as to enable wheelchair and pushchairs to safely use this route.

**RESOLVED:**

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

**3.15 Sedgefield In Bloom:**

The Clerk has informed Mr Howard Smith of the Town Council's decisions regarding the rotivator and additional volunteer using the tractor.

**RESOLVED:**

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

**3.16 Eden Drive:**

Before the Clerk had time to contact Mr John Foster, Technical Director of Taylor Wimpey North East, official notification was received from DCC regarding this planning application. This planning application was discussed by Cllrs at the May

2017 Monthly Meeting.

**RESOLVED:**

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

**3.17 St Edmund's Green:**

The Clerk has referred Mrs Thomson's letter to Mr Stephen Reed of DCC with a request that he investigate this matter and reply directly to Mrs Thomson as well as given an update to the Town Council. The Clerk has also written to Mrs Thomson making her aware of the Town Council's actions. The Clerk to keep Cllrs update on this matter.

**RESOLVED:**

**To receive this information.**

**3.18 Planning Appeal Decision – Spring Lane:**

The letter received from Mr Stuart Timmiss of DCC dated 11<sup>th</sup> April 2017 was discussed at the Councils' Monthly Meeting on 15<sup>th</sup> May 2017.

**RESOLVED:**

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

**3.19 The Sedgefield Plan:**

The Clerk has written to Mr Stuart Carter of DCC reiterating that The Sedgefield Plan formally submitted to him on 13<sup>th</sup> March 2017 is the only draft of this document and that it does contain minor modifications which have been collectively discussed between DCC and the Town Council as outlined in the Independent Examiner's Report. The letter has also stated that the Town Council will not be withdrawing the Plan and instead want it to proceed now to either the Independent Examiner for their consideration or receive from DCC, as the Local Planning Authority, an immediate decision for not doing so. Mr Carter has confirmed receipt of our correspondence and a response is now awaited. The Clerk to keep Cllrs updated on this matter.

**RESOLVED:**

**To receive this information.**

### **3.20 Planning Applications:**

The Clerk has submitted to DCC Planning Officers comments relating to DM/17/01081/FPA and DM/17/02219/VOC.

A letter requesting the planning application relating to the demolition of a garage block and building of 3 bungalows around Thurlow Grange has submitted to DCC Planning Officers requesting this be called before Planning Committee.

No Cllrs submitted to the Clerk any comments in relation to revised plans for 30 Stone Cross, Fishburn.

#### **RESOLVED:**

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

## **4. Public Participation**

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

Mrs Julia Bowles asked if the Town Council had received any further information from DCC regarding the various lighting consultations taking place including those relating to the route from Sedgefield to Fishburn. The Clerk confirmed that some additional information had been received and this would be considered later in the agenda. Mrs Bowles reminded the Cllrs that the SVAG would like to continue talks with the Town Council regarding the proposed road through the Eden Drive development. Mrs Bowles then informed Cllrs that Taylor Wimpey have written to residents and within this correspondence it is stated that access for trucks during the development of this site will be along Station Road to Eden Drive. She reported that Ms Liz Mitchell had spoken to Taylor Wimpey who verbally confirmed this was a mistake and should have read Stockton Road to Eden Drive, however, as yet there has been no written retraction of this statement.

Ms Liz Mitchell confirmed that she had spoken to Taylor Wimpey's Site Manager who had said this had been a typing error. Ms Mitchell reported that another Sedgefield resident had also telephoned Taylor Wimpey to question this route and been told that it was a mistake and should have read Stockton Road.

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

## 5. Reports

### 5.1 Parish Hall Refurbishment Update Report by Projects & Media Co-ordinator:

The Clerk circulated to all a Parish Hall Refurbishment Update Report produced by the Projects & Media Co-ordinator, a report which it had been agreed to defer from the previous week's P&R Committee. Cllrs were pleased to note that good progress is being made with this project. Cllr Gloria Wills reported that spot lights had been added to the project's specification utilizing the contingency fund allocated as it was a prime opportunity to include this work. She reiterated that as much work as possible is now being done in a co-ordinated manner in order to minimize impact upon Hall Users and to keep the Hall open throughout. Cllr Mark Cant asked if the 16 spotlights which had been installed could be configured into banks of 4 which could be independently switched on. Cllr Wills replied that the spotlights are mood lights only which are LEDs operating at a minimal cost therefore it was not logical or necessary to install then to be operated in banks. The Estates Working Group to keep Cllrs updated on this project's progress.

Cllr Allan Blakemore questioned whether the bar shutters in the foyer would be reinstated. Cllr Wills replied these had been repaired once but then the supporting rods had been removed making them inoperable. Cllr Wills said there was the option of changing the shape of the bar, however, this would be a significant project and costly. The Clerk suggested this matter be discussed at the forthcoming Estates Working Group meeting. Cllrs agreed.

#### **RESOLVED:**

**To receive this information.**

## 6. Correspondence

### 6.1 Sedgefield In Bloom (minutes of meeting held 5<sup>th</sup> April 2017):

Prior to the meeting the Clerk had circulated to all copies of the Sedgefield In Bloom Group's minutes of their meeting held on 5<sup>th</sup> April 2017.

#### **RESOLVED:**

**To receive this information.**

**6.2 Sedgefield In Bloom (minutes of meeting held 3<sup>rd</sup> May 2017):**

Prior to the meeting the Clerk had circulated to all copies of the Sedgefield In Bloom Group's minutes of their meeting held on 3<sup>rd</sup> May 2017.

**RESOLVED:**

**To receive this information.**

**6.3 Reply to Letters re: Parking Penalties (email and attached letter from Mr John Fitzpatrick, Sedgefield Development Trust dated 26<sup>th</sup> April 2017):**

Prior to the meeting the Clerk had circulated to all an email from Mr John Fitzpatrick of the Sedgefield Development Trust dated 26<sup>th</sup> April 2017. Attached to this email was a copy of the letter which the Trust had received from NSL the parking enforcement company employed by DCC in relation to the Trust's recent letter of complaint regarding parking tickets being issued at the recent Farmers Market in Sedgefield.

Cllr Mark Cant reiterated comments made earlier in the meeting that it was noted that no such Enforcement Officers had been present in the Town during the Mediaeval Fayre. Cllr David Brown said that whilst the letter which had been circulated clearly stipulated why such parking tickets had been issued he felt the real issue was the need to consistently apply the rules. He pointed out that every Sunday significant numbers of cars are illegally parked along Racecourse Road as they attend the car boot sale at the Racecourse yet parking tickets are not issued. Cllr Brown said that what was required was a consistent application of the law.

Cllrs agreed this matter would be discussed further when they meet with Mr Danny Harland of DCC.

**RESOLVED:**

**To receive this information.**

**6.4 SLERP 87: RA77 (email from Mr Kevin Robson, DCC dated 3<sup>rd</sup> May 2017):**

Prior to the meeting the Clerk had circulated to all an email from Mr Kevin Robson, DCC's Senior Projects Manager dated 3<sup>rd</sup> May 2017 in which he advised the Town Council that he has been asked to continue deferral of lighting column consultation and removal until after the General Election on 8<sup>th</sup> June 2017. Mr Robson reassured the Town Council that he would continue consultation with the Town Council after



that date. Cllrs felt this response was questionable and did not an issue relevant to General Election purdah.

**RESOLVED:**

**i) To receive this information.**

**ii) The Clerk to contact Mr Kevin Robson of DCC on 12<sup>th</sup> June 2017 for a further update on this matter.**

**6.5 Lambs Hill Wind Farm Liaison Meeting (minutes of meeting held 2<sup>nd</sup> May 2017):**

Prior to the meeting the Clerk had circulated to all, on behalf of Cllr Mark Cant, copies of the Lambs Hill Wind Farm Liaison minutes from their meeting held on 2nd May 2017.

Cllr Gloria Wills noted that under Any Other Business a comment had been made regarding the new housing on the old allotment site on the road from Stillington to Bishopton as these houses will be very close to the turbines and existing housing further way already experience flicker problems and noise issues.

**RESOLVED:**

**To receive this information.**

**6.6 Unfinished Building On Butterwick Road, Sedgefield (letter and attachments from Ms Sandra Cummings dated 9<sup>th</sup> May 2017):**

Prior to the meeting the Clerk had circulated to all a letter and accompanying attachments from Ms Sandra Cummings of Eastwell Close dated 9<sup>th</sup> May 2017 in which she expressed her concerns regarding the unfinished building on Butterwick Road in Sedgefield. Ms Cummings wanted the Town Council to be aware of this issue and her correspondence with DCC. Ms Cummings has requested an on-site meeting with Police & Crime Commissioner, Ron Hogg, and extended an invitation to Town Councillors. Cllr Gloria Wills said that she would be happy to represent the Town Council at such a meeting.

**RESOLVED:**

**The Clerk to write to Ms Cummings and request that she inform the Town Council when her meeting with Mr Ron Hogg is taking place and then to liaise with Cllr Wills.**

**6.7 Sedgefield Town Council Representative – Sedgefield In Bloom Group:**

The Clerk reported that as requested following the previous week's Council AGM she had contacted Mr Howard Smith, Chair of Sedgefield In Bloom Group, and asked if the Group would like to have a Town Council representative present at all Bloom Group meetings to continue the "Bloom Champion" role held previously by Cllr Ian Sutherland. Mr Smith had confirmed that the Bloom Group would find such a role useful.

**RESOLVED:**

**Cllr Mel Carr to become the Town Council's Bloom Champion and attend future Bloom Group meetings with Cllr Gloria Wills acting as reserve.**

**ADDITIONAL ITEMS:**

**A1. Consideration of Current Planning Applications:**

**DM/17/01473/AD – erection and display of 1 no totem sign to the entrance of the sales area; sales centre fascia; 1 no show home sign; 4 no visitor parking signs; 4 no verge board signs; 7 no flagpoles; 2 no aluminium hoarding panels; 3 no fence boards and 1 no v-board sign, land to the South of Eden Drive, Sedgefield:**

Cllrs hoped that all this advertising signage would be shared between both the sites involved in the development of this area and requested that such signage be time limited to a maximum of 2 years. Due to the close proximity of the Town's Conservation Area Cllrs also hoped that such signage would be designed considerately and tastefully while not being a distraction for drivers.

**DM/17/01509/FPA – porch, bay window and canopy to front and two storey extension to the rear (resubmission of approval DM/14/03492/FPA), 16 West Terrace, Fishburn:**

Cllrs did not have any objections to this application.

**DM/17/01546/FPA – erection of two storey side/rear extension (resubmission of DM/17/00800/FPA), 14 Butterwick Road, Fishburn:**

Cllrs did not have any objections to this application.

**RESOLVED:**

**The comments on planning applications above to be submitted to DCC Planners.**

**A2. Consideration of Section 106 Monies From Large-scale Development at Eden Drive, Sedgefield (letter from Ms Caroline O'Neill, Head of Education, DCC dated 28<sup>th</sup> April 2017):**

The Clerk reminded Cllrs that this letter had been circulated at the previous week's Monthly

Meeting and Cllrs had asked for time to consider the content before discussing. Cllrs noted that no actual evidence base and figures had been included in Ms O'Neill's letter.

**RESOLVED:**

**The Clerk to write and thank Ms O'Neill and to ask for copies of the actual evidence base and figures as originally requested.**

**A3. Consideration of revised plans for planning application DM/17/00782/FPA 4**

**Stockton Road, Sedgefield:**

The Clerk circulated to all copies of a letter from Mr Stuart Timmis of DCC dated 18<sup>th</sup> May 2017 making the Town Council aware that plans had been revised in relation to the above planning application.

**RESOLVED:**

**Cllrs to consider the revised plans to notify the Clerk by 12 noon on Wednesday 24<sup>th</sup> May 2017 if they have any objections.**

The Chair thanked everyone for attending and closed the meeting at 7.48pm.