You are hereby summoned to attend the Monthly Meeting of the Sedgefield Town Council which is to be held at 7pm on Monday 9th November 2020 via Microsoft Teams



AGENDA

A link will be issued to all Town Councillors via email to enable them to access this meeting.

Members of the public wishing to attend the meeting should click on the link below **no earlier than 5 minutes before** the meeting is due to start:

Join Microsoft Teams Meeting

- 1. Apologies
- 2. Declaration of Interest
- 3. STC Minutes / Committee Reports:

a.	Minutes of Monthly Meeting:	12 th October 2020
b.	Minutes of P&R Committee:	12 th October 2020
c.	Minutes of Estates Working Group:	19 th October 2020
d.	Minutes of Festive Celebration Working Group:	21st October 2020
e.	Minutes of Finance Working Group:	22 nd October 2020
f.	Minutes of Personnel Committee:	26th October 2020

- 4. Matters of Information
- 5. Dates of Meetings
- 6. Public Participation
- 7. Internal reports:
 - 7.1. Chairman's Report
 - 7.2. Mayor's Report
- 8. External Reports:

None.

- 9. Correspondence:
 - 9.1 Proposed Diversion of Public Footpath No 16 Sedgefield Parish (email from Ms Filomena Solan, DCC dated 21st October 2020)
- 10. Current Planning Applications:



Dr Jane Ayre, Town Clerk, November 2, 2020



COMMITTEE: Policy & Resources

DATE: Monday 9th November 2020

TIME: Following Monthly Meeting

VENUE: Via Microsoft Teams



AGENDA

- 1. Apologies
- 2. Declaration of Interest
- 3. Matters of Information
- 4. Public Participation
- 5. Reports:
 - 5.1 Matters Of Information Update From Environment Committee and Community Development & Engagement Committee Report by Town Clerk
 - 5.2 Sedgefield's Festive Celebration Update Report by Festive Celebration Working Group
 - 5.3 Change Management Policy Recommendation Report by Personnel Committee
 - 5.4 Working Time Policy Update Recommendation Report by Personnel Committee
 - 5.5 Sedgefield Extra Report by Town Clerk

Note: Reports related to information exempt from the public are considered under agenda item 8.

- 6. Financial matters:
 - 6.1 Invoices for payment by cheques for approval after 12th October 2020
 - 6.2 Financial Budget Comparison as at 29th October 2020
 - 6.3 Debtors List as at 29th October 2020
 - 6.4 Direct Debits and BACS List for 1st 31st October 2020
 - 6.5 October 2020 Bank Reconciliations Plus September 2020 Public Sector

 Deposit Fund Reconciliation Report by Town Clerk
 - 6.6 Town Council's VAT Reclaim 1st April 2020 30th September 2020 Update Report by Town Clerk
 - 6.7 2020/21 Internal Audit Update Report by Finance Working Group
 - 6.8 Support for Sedgefield In Bloom EDRC APP Funding Bid Report by Estates Working Group
 - 6.9 2019/20 Year End Update Report by Finance Working Group
- 7. Correspondence:
 - 7.1 St Edmund's Church Path Lighting (letter from Mr Brian Mutch, Emeritus

- Church Warden dated 20th October 2020)
- 7.2 Village Green (emails from Ms Lesley Dexter-Edmenson dated 21st October 2020)
- 8. Consideration of Reports Exempt from the Public:
 - 8.1 Village Green / The Pickled Parson Update Report by Town Clerk
 - 8.2 Village Green / Dun Cow Update Report by Town Clerk
 - 8.3 Village Green / 33 Front Street Recommendation Report by Cllrs Mel Carr and Gloria Wills
 - 8.4 Village Green / 7 Church View Report by Town Clerk
 - 8.5 Village Green / 26 Front Street Report by Town Clerk
 - 8.6 Projects & Media Co-ordinator Maternity Cover Update Report by Personnel Committee
 - 8.7 Lighting Quotes For St Edmund's Churchyard Report by Cllr Mel Carr and Town Clerk

T. J. ayre.

Dr Jane Ayre, Town Clerk November 2, 2020