
**You are hereby summoned to attend the Monthly Meeting of the
Sedgefield Town Council which is to be held at 7pm on
Monday 11th October 2021 in Sedgefield Parish Hall.**



AGENDA

- 1. Apologies**
- 2. Declaration of Interest**
- 3. STC Minutes / Committee Reports:**
 - a. Minutes of Fireworks Working Group Meeting** 7th September 2021
 - b. Minutes of Monthly Meeting** 13th September 2021
 - c. Minutes of P&R Committee** 13th September 2021
 - d. Minutes of Community Development & Engagement Committee** 20th September 2021
 - e. Minutes of Environment Committee** 20th September 2021
 - f. Minutes of Finance Working Group** 23rd September 2021
 - g. Minutes of Estates Working Group** 27th September 2021
 - h. Minutes of Personnel Committee** 27th September 2021
- 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:**
 - 8.1. Report From Durham County Councilor Chris Lines, Sedgefield Division**
- 9. Correspondence:**
 - 9.1 Minerals and Waste Policies and Allocations Development Plan Document (email from Mr G Paul, Head of Development and Housing, DCC dated 23rd September 2021)**
[Note: This was issued electronically to all Cllrs on 24th September 2021]
- 10. Current Planning Applications:**

T. J. Ayre.

Dr Jane Ayre, Town Clerk, October 4, 2021



COMMITTEE: Policy & Resources
DATE: Monday 11th October 2021
TIME: Following Monthly Meeting
VENUE: Sedgefield Parish Hall



AGENDA

1. Apologies
 2. Declaration of Interest
 3. Matters of Information
 4. Public Participation
 5. Reports:
 - 5.1 Venue For Future Town Council Committee Meetings Recommendation Report by Personnel Committee
 - 5.2 Review of Adverse Weather Policy Recommendation Report by Personnel Committee
 - 5.3 Review of Attendance Management Policy Recommendation Report by Personnel Committee
 - 5.4 Review of Change Management Policy Recommendation Report by Personnel Committee
 - 5.5 Review of Leave of Absence Policy Recommendation Report by Personnel Committee
 - 5.6 Review of Recruitment and Selection Policy Recommendation Report by Personnel Committee
 - 5.7 Review of Staff Maternity, Adoption, Paternity and Shared Parental Leave Policy Recommendation Report by Personnel Committee
 - 5.8 Review of Staff Working Time Policy Recommendation Report by Personnel Committee
 - 5.9 Cemetery Lodge Verbal Update Report by Cllr Mel Carr and Town Clerk
 - 5.10 Festive Lighting Verbal Update Report by Cllr Mel Carr and 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 13th September 2021
 - 6.2 Payment by BACS Update Report by Town Clerk
 - 6.3 Financial Budget Comparison as at 4th October 2021
 - 6.4 Debtors List as at 4th October 2021

- 6.5 Direct Debits and BACS List for 1st – 30th September 2021
- 6.6 September 2021 Bank Reconciliations plus August 2021 Public Sector Deposit Fund Reconciliations and July 2021 and August 2021 Imprest Account Report by Town Clerk
- 7. Correspondence:
 - 7.1 Notice of Licensing Hearing – Hardwick Hall Hotel, Sedgefield (email and attachments from Ms Yvonne Raine, DCC dated 29th September 2021)
[Note: Email and attachments sent electronically to Cllrs on 30th September 2021]
- 8. Consideration of Reports Exempt from the Public:
 - 8.1 Treeworks Required Relating To Festive Lighting Scheme Recommendation by Estates Working Group
 - 8.2 Parish Hall CCTV Recommendation Report by Estates Working Group
 - 8.3 Lighting In Grounds of Ceddesfeld Hall Report by Estates Working Group
 - 8.4 Projects & Media Co-ordinator Update Report by Personnel Committee
 - 8.5 Village Greens Update Report by Town Clerk
 - 8.6 Eden Drive Play Area Update Report by Town Clerk

T. J. Ayre.

***Dr Jane Ayre, Town Clerk
October 4, 2021***



COMMITTEE: Community Development & Engagement
Committee

DATE: Monday 18th October 2021

TIME: Following Environment Committee

VENUE: Sedgefield Parish Hall



AGENDA

1. Apologies
2. Declaration of Interest
3. Matters of Information
4. Public Participation
5. Reports:
 - 5.1. Sedgefield Town Council's Annual Fireworks Display Update Report by Fireworks Working Group
 - 5.2. Community Event/Platinum Jubilee Celebrations Report by Cllr Allan Blakemore and Town Clerk
 - 5.3. Festive Celebration Event Update Report by Town Clerk
 - 5.4. Remembrance Sunday Service Update Report by Town Clerk
6. Correspondence:
 - 6.1. Christmas Tree Festival (email from Mrs Julia Rowsby dated 1st October 2021)

T. J. Ayre.

Dr Jane Ayre
Town Clerk
October 4, 2021



COMMITTEE: Environment Committee
DATE: Monday 18th October 2021
TIME: 7pm
VENUE: Sedgefield Parish Hall



AGENDA

1. Apologies
2. Declaration of Interest
3. Matters of Information
4. Public Participation
5. Reports:
 - 5.1 Local Listings Project Report by Estates Working Group
 - 5.2 Northumbria In Bloom Report by Town Clerk
6. Correspondence:
 - 6.1 Green Waste (letter from Mr Gary Hetherington received 25th September 2021)

T. J. Ayre.

*Dr Jane Ayre, Town Clerk
October 4, 2021*

