
**You are hereby summoned to attend the Monthly Meeting of the
Sedgefield Town Council which is to be held at 7pm on
Monday 13th November 2023 in Sedgefield Parish Hall**



AGENDA

1. **Apologies**
2. **Declaration of Interest**
3. **STC Minutes / Committee Reports:**
 - a. **Minutes of Fireworks Working Group** 3rd October 2023
 - b. **Minutes of Special Personnel Committee** 9th October 2023
 - c. **Minutes of Special Town Council Meeting: Co-option of Councillor** 9th October 2023
 - d. **Minutes of Monthly Meeting** 9th October 2023
 - e. **Minutes of P&R Committee** 9th October 2023
 - f. **Minutes of Environment Committee** 9th October 2023
 - g. **Minutes of Community Development & Engagement Committee** 9th October 2023
 - h. **Minutes of Personnel Committee** 16th October 2023
 - i. **Minutes of Fireworks Working Group** 17th October 2023
 - j. **Minutes of Finance Working Group** 19th October 2023
 - k. **Minutes of Joint Town Council / Sedgefield In Bloom Group Meeting** 26th October 2023
 - l. **Minutes of Estates Working Group** 30th October 2023
4. **Matters of Information**
5. **Dates of Meetings**
6. **Public Participation**
7. **Internal reports:**
 - 7.1 **Chairman's Report**
 - 7.2 **Mayor's Report**
 - 7.3 **Section 106 Update Report by Town Clerk**
8. **External Reports:**
 - 8.1 **Report From Durham County Councilor Chris Lines, Sedgefield Division**
9. **Correspondence:**
 - 9.1. **DM/23/02390/FPA The Old Smithy (email from Mr David Richards, DCC dated 27th October 2023)**
10. **Current Planning Applications:**

T. J. Ayre.

Dr Jane Ayre, Town Clerk, November 6, 2023

COMMITTEE: Policy & Resources
DATE: Monday 13th November 2023
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 Butterwick Road Cemetery Expansion Project Update 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 9th October 2023
 - 6.2 Financial Budget Comparison as at 2nd November 2023
 - 6.3 Debtors List as at 2nd November 2023
 - 6.4 Direct Debits and BACS List for 1st – 31st October 2023
 - 6.5 October 2023 Bank Reconciliations Plus October 2023 Imprest Account and September 2023 Public Sector Deposit Fund Reconciliations Report by Town Clerk
 - 6.6 Internal Audit 2023/24 Report by Town Clerk
 - 6.7 VAT Reclaim Update For Period 1st April 2023 – 30th September 2023 Report by Town Clerk
7. Correspondence:
 - 7.1 Appointment of CDALC President (email from Ms Audrey Christie, CDALC dated 12th October 2023)
 - 7.2 Section 106 Update – Sedgefield Town Council (email and attachment from Ms Jane Bellis, EDRC AAP dated 25th October 2023)
 - 7.3 Outside Impeccable Pig, Front Street, Sedgefield (emails from Mr James Sant, The Clancy Group dated 2nd November 2023 and Ms Stephanie Angus, Northern Powergrid dated 3rd November 2023)

8. Consideration of Reports Exempt from the Public:

8.1 Village Greens Update Report by Town Clerk

**8.2 National Pay Award 2023/24 Recommendation by Chair of Personnel
Committee and Town Clerk**



T. J. Ayre.

***Dr Jane Ayre, Town Clerk
November 6, 2023***

COMMITTEE: Community Development & Engagement
Committee

DATE: Monday 13th November 2023

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 Remembrance Sunday Update by Town Clerk
 - 5.3 Snow Party Update by Town Clerk
6. Correspondence:
 - 6.1. Sedgefield Neighbourhood Watch (minutes of meeting held on 14th September 2023)

T. J. Ayre.

Dr Jane Ayre
Town Clerk
November 6, 2023



COMMITTEE: Environment Committee
DATE: Monday 13th November 2023
TIME: Following P&R Committee
VENUE: Sedgefield Parish Hall



AGENDA

1. Apologies
2. Declaration of Interest
3. Matters of Information
4. Public Participation
5. Reports:
 - 5.1. Grass Cutting Tendering Report by Town Clerk
 - 5.2. Annual Headstone Safety Testing Report by Town Clerk and Head Gardener & Cemetery Superintendent
 - 5.3. Northumbria In Bloom Competition 2024 Report by Town Clerk
 - 5.4. Trees in Old Beacon Lane Cemetery Report by Town Clerk
 - 5.5. Sedgefield In Bloom Group Watering Request 2024 Report by Town Clerk
6. Correspondence:
 - 6.1. Important Update On Planned Work In Your Area (letter from Mr Paul Davison, Northumbrian Water dated 13th October 2023)
 - 6.2. Sedgefield In Bloom (minutes of meeting held on 11th October 2023)

T. J. Ayre.

*Dr Jane Ayre, Town Clerk
November 6, 2023*