



SEDFIELD TOWN COUNCIL

Minutes of the proceedings of the **JANUARY**
MONTHLY MEETING of the **Council** held

at 7pm

on

Monday 15th January 2024

in

Sedgefield Parish Hall

Present

Cllr. Mel Carr (Chairman)

Cllr. Allan Blakemore (Vice Chairman) and

Cllrs. David Brown, Mark Cant, Kelly Dickerson, John Finlayson, Elizabeth Flanagan, Jenny Haworth, Peter Hinde, Dave Jasper, Julie Towler, Mavis Wayman and Stephen Winter

Officer

Dr Jane Ayre (Town Clerk)

1. Apologies:

Cllr Ann Carr.

2. Declaration of interest:

Cllr David Brown declared an interest in item 10.1 as he was a neighbour of the property to be considered. No other Cllrs made any declaration of interest.

3. STC Minutes / Committee Reports:

a. Minutes of the Finance Working Group held Thursday 7th December 2023:

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

b. Minutes of the Personnel Committee held Monday 11th December 2023:

These were confirmed as a correct record. (JH / MW)

c. Minutes of the Monthly meeting held Monday 11th December 2023:

These were confirmed as a correct record. (JF / DJ)

d. Minutes of the P&R Committee held Monday 11th December 2023:

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

e. Minutes of the Environment Committee held Monday 11th December 2023:

These were confirmed as a correct record. (DJ / EF)

f. Minutes of the Community Development Committee held Monday 11th December 2023:

These were confirmed as a correct record. (JF / DJ)

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

4. Matters of Information:

4.1 DM/23/02390/FPA – The Old Smithy, Sedgfield:

No further information has been received regarding this planning application. The Clerk to keep Cllrs updated on this matter. Cllr David Brown expressed disappointment at the unacceptable delay in getting any further update on this matter from the County Council as Local Planning Authority. Understandably members of the public wanted to know what was happening with this matter.

RESOLVED:

To receive the information and the Clerk to request an update from Mr David Richards of DCC along with explanation for the delay in this matter.

4.2 Public Participation:

A letter has been sent to Mrs Julia Bowles in response to the questions she asked. Cllr Peter Hinde requested a copy of this correspondence be issued to all Cllrs for their information.

RESOLVED:

To receive the information and to close this matter with the Clerk to issue a copy to all Cllrs for their information.

4.3 Current Planning Applications:

The Clerk submitted to DCC Planners comments agreed in relation to planning applications 1-7.

RESOLVED:

To receive the information and to close this matter.

4.4 Additional Planning Application:

No objections or comments were submitted by Cllrs to the Clerk regarding planning

applications DM/23/03467/AD, DM/23/03574/FPA and DM/23/03626/FPA.

RESOLVED:

To receive the information and to close this matter.

5. Dates of Meetings:

Prior to the meeting the Clerk had circulated to all details of all meetings in December 2023 plus events until April 2024.

RESOLVED:

To receive the information.

6. Public Participation:

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

County Cllr Chris Lines reported that a community walk is to be organized by the Walk and Talk Trust on 4th February 2024 to promote the Town's Heritage 100 walk. Publicity will be produced and shared to welcome as many people as possible to attend.

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

7. Internal Reports:

7.1 Chairman's Report:

The Clerk circulated to all copies of the Chairman's latest report which detailed his work since the last Monthly Meeting.

RESOLVED:

To receive this information.

7.2 Mayor's Report:

Prior to the meeting the Clerk had circulated to all a Mayor's Report which provided details of the Mayor's actions since the last Monthly Meeting as well as forthcoming plans.

Cllr David Brown noted the Mayor had attended events on 19th December 2023 and 6th February 2024 in relation to the Mesothelioma Charity and asked what this

organization was and how had Sedgefield been promoted at these events. Cllr Dave Jasper, Mayor of Sedgefield, replied this was a North East charity based in Newton Aycliffe hence local invitations being issued. This charity assists people who have lung problems due to asbestosis and both events were to raise awareness of the charity's work.

RESOLVED:

To receive the information in the Mayor's Report.

7.3 2024/25 Meetings Calendar Report by Town Clerk

Prior to the meeting the Clerk had circulated to all a 2024/25 Meetings Calendar Report which was accompanied by a timetable showing all Town Council meetings open to the public from May 2024 to April 2025.

RESOLVED:

To receive this information and to share through the Council's communication networks.

8. External Reports:

8.1 Report From Durham County Councilor Chris Lines, Sedgefield Division:

Prior to the meeting the Clerk had circulated to all a report from Durham County Cllr Chris Lines who represents the Sedgefield Division.

Cllr Jenny Haworth noted within this report the reference to the Town's Heritage 100 walk and requested that County Cllr Lines liaise with DCC who organize two walk for health groups in the Town, one focusing upon the Town itself and the other at Hardwick Park, to ensure they are invited to any community walks to promote the new route.

RESOLVED:

To receive this information.

9. Correspondence:

9.1 Planning Application DM/23/02968/FPA – proposed two storey dwelling to land to the rear of 5 West End, Sedgefield and associated parking and the felling of 3 no trees, land to the rear of 5 West End, Sedgefield (email from Mr David

Richards, DCC dated 4th January 2024):

Prior to the meeting the Clerk had circulated to all an email from Mr David Richards of DCC dated 4th January 2024 in which he asked that if DCC Planners were minded to refuse the above mentioned planning application, to which the Town Council has previously objected, would the Town Council agree for this to be an Officer delegated decision.

RESOLVED:

- i) **Providing the recommendation is for this planning application to be refused then the Town Council is happy for this to be an officer delegated decision but if the recommendation is for the planning application to be accepted then the Town Council, as per its submitted comments, requests this application be called in for determination by Full Planning Committee.**
- ii) **The Town Council requests a copy of the planning officer's report regarding this planning application as it would like to see the reasons for refusing/accepting.**
- iii) **The Town Council requests that if there is any appeal relating to this application that the Town Council's submitted objections feature in any report produced as a result.**

10. Current Planning Applications:

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

10.1 DM/23/02077/FPA - new café/shop and play area. New house split to create second dwelling with annexe. 10 no log cabins. Low level timber sheds for animals to sleep in, Mordon Lodge, Mordon:

Cllrs objected to this application on grounds of highway safety and site access. The development being proposed will generate a significant volume of additional traffic. The access to the site is on a tight T junction. Both of these factors greatly increase the risks relating to highway safety. The Town Council requests that this planning application be called in for determination by Full Planning Committee in order to enable local residents in Mordon the chance to voice their concerns.

10.2 DM/23/03558/FPA – retrospective planning application for a timber shed to

store disability scooters, 14 Prudhoe Avenue, Fishburn:

Cllrs did not have any objection to this application.

- 10.3 DM/23/03631/VOC – variation of condition no 2 of approval 7/2005/0766/DM to allow for elevation changes and changes to approved ancillary elements, Hardwick Hall Hotel, Sedgefield:**

Cllrs did not have any objection to this application.

- 10.4 DM/23/03701/WAS – erection of a concrete plant (retrospective) and a construction and demolition washing plant, Aycliffe Quarry, Aycliffe Village, Newton Aycliffe:**

Cllrs did not have any objection to this application.

- 10.5 DM/23/03707/TPO – various tree works, land at The Gables, Sedgefield:**

Cllrs did not have any objection to this application.

- 10.6 DM/23/03817/FPA – demolition of existing single storey extension to rear and side to allow for part two storey and part single storey extensions to rear and side. Single storey open porch to front and render finish to existing building, Lizards Farm, Lizards Lane, Sedgefield:**

Cllrs did not have any objection to this application.

RESOLVED:

The comments on planning applications 1 – 6 above to be submitted to DCC Planners.

ADDITIONAL PLANNING APPLICATIONS:

The Clerk reported that earlier that day the latest list of planning applications published by DCC had been circulated to all Cllrs. This list included the following planning applications which needed to be considered by Cllrs:

DM/23/03727/FPA – provision of a 2.4m high galvanized mild steel palisade fence to the perimeter of the site, provision of a storage building, provision of 27 no self contained storage units, provision of 7 no pre-cast concrete storage bays for loose building materials and the provision of open general storage within the site for soil, earth, concrete, brick, stone etc, land to the North East of Unit 3C, Fishburn Industrial Estate, Fishburn

DM/23/03519/FPA – replace existing brown timber windows with uPVC wood grain effect windows in cream, 3 The Old Mill, Mordon

DM/24/00058/FPA – replacement roofs on both properties 4 and 5 The Square, Sedgefield (retrospective)

DM/24/00019/LB – extensions and alterations to main house, conversion and extension to rear detached outbuilding to form annex, 36 North End, Sedgefield

RESOLVED:

Cllrs to forward comments on the above planning applications to the Clerk by no later than 9am on Monday 22nd January 2024.

The Chair thanked everyone for attending and closed the meeting at 7.19pm.

APPROVED

SEDGEFIELD TOWN COUNCIL

POLICY & RESOURCES



Minutes of the proceedings of the **JANUARY**
POLICY & RESOURCES of the Council
held following the **Monthly Meeting**
on
Monday 15th January 2024
in
Sedgefield Parish Hall.

Present

Cllr. Allan Blakemore (Chairman)

Cllr Jenny Haworth (Vice-Chairman) and

Cllrs. David Brown, Mark Cant, Mel Carr, Kelly Dickerson, John Finlayson, Elizabeth Flanagan, Catherine Hart, Peter Hinde, Dave Jasper, Julie Towler, Mavis Wayman and Stephen Winter

Officer

Dr Jane Ayre (Town Clerk)

1. Apologies:

Cllr Ann Carr.

2. Declaration of interest:

None.

3. Matters of Information:

3.1 Hedge Cutting:

A quotation has been requested for all hedge cutting work prior to the 2023/24 hedge cutting season so that this can be considered by P&R Committee meeting. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive this information.

3.2 Terrace Hill Discussion:

The Clerk and Head Gardener & Cemetery Superintendent met on-site in Ceddesfeld Grounds with Mr Martin Lowe of Historic England on 2nd June 2023. A follow-up meeting has now taken place with DCC's Conservation Officer and Tree Officer(s)

who recommend the Clerk now liaises with DCC's Head of Ecology in order that appropriate specifications and costings can be sought so a further Discussion Meeting can be scheduled with Town Cllrs. Priority work relating to budget planning and community events has meant no further action has taken place in relation to this item. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive the information.

3.3 ASB Action Plan:

Ms Kate Ward of DCC is to contact the Town Council when she has scoped out a project to install a CCTV camera, new block paving, installation of bollards and a heavy-duty bin at the Youth Shelter. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive the information.

3.4 Disposal of Obsolete Laptops:

The two remaining laptops do not have sufficient power for operating so will be disposed of.

RESOLVED:

To receive the information and to close this matter.

3.5 Outside Impeccable Pig:

Northern Powergrid's contractor, Clancy, have now completed their work.

RESOLVED:

To receive the information and to close this matter.

3.6 Reviewed Publication Scheme:

The reviewed Scheme is now on the Town Council's website.

RESOLVED:

To receive the information and to close this matter.

3.7 Reviewed Compliments, Comments and Complaints Policy:

The reviewed Policy is now on the Town Council's website.

RESOLVED:

To receive the information and to close this matter.

3.8 Reviewed Social Media Policy:

The reviewed Policy is now on the Town Council's website.

RESOLVED:

To receive the information and to close this matter.

3.9 Reviewed Councillor and Staff Working Protocol:

The reviewed Protocol is now on the Town Council's website.

RESOLVED:

To receive the information and to close this matter.

3.10 Reviewed Mayor's Handbook:

The reviewed Handbook is now on the Town Council's website.

RESOLVED:

To receive the information and to close this matter.

3.11 Reviewed External Grant Funding Policy & Procedures:

The reviewed Policy & Procedures are now on the Town Council's website.

RESOLVED:

To receive the information and to close this matter.

3.12 Reviewed Corporate Risk Management Schedule:

The reviewed Schedule is now on the Town Council's website.

RESOLVED:

To receive the information and to close this matter.

3.13 Reviewed Confidential Reporting Code including Anti-Fraud and Corruption:

The reviewed Code is now on the Town Council's website.

RESOLVED:

To receive the information and to close this matter.

3.14 Refurbishment of Turning Circle Centre:

The contractor has been informed of their successful quotation and requested to schedule this work as soon as possible. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive the information.

3.15 InspectEDGE:

An official order has been placed to purchase InspectEDGE. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive the information.

3.16 Underground Utilities Survey:

An official purchase order has been issued for The CDS Group to undertake this work as part of the project to expand Butterwick Road Cemetery. The Clerk reported this survey has been scheduled for 19th January 2024. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive the information.

4. Public Participation:

The Chairman, Cllr Allan Blakemore, closed the meeting for the public to give their views. The member of public in attendance did not wish to speak. The Chairman re-opened the meeting.

5. Reports:

None.

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 11th December 2023:

Prior to the meeting the Clerk had circulated to all details of cheques for approval after 11th December 2023 numbered 110738 to 110747. The Clerk circulated to all an updated list which also included cheques numbered 110748 to 110759.

RESOLVED:

i) All cheques and invoices were approved for payment.

ii) Cllrs Mel Carr and Allan Blakemore plus the Town Clerk to duly sign the cheques.

6.2 Financial Budget Comparison as at 4th January 2024:

Prior to the meeting the Clerk had circulated to all a Financial Budget Comparison as

at 4th January 2024.

RESOLVED:

To receive the financial budget comparison as at 4th January 2024.

6.3 Debtors List as at 4th January 2024:

The Clerk highlighted transaction number 7120 for which, in accordance with the Council's Debt Policy, a reminder letter had been issued which contained a stipulated payment date. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive the Debtors List as at 4th January 2024.

6.4 Direct Debits and BACS List for 1st – 31st December 2023:

RESOLVED:

To receive Direct Debits and BACS List for 1st – 31st December 2023.

6.5 December 2023 Bank Reconciliations Plus December 2023 Imprest Account and November 2023 Public Sector Deposit Fund Reconciliations Report by Town Clerk:

RESOLVED:

To receive this information.

6.6 2024/25 Budget and Precept Recommendation Report by Finance Working Group:

Prior to the meeting the Clerk had circulated to all a 2024/25 Budget and Precept Recommendation Report by the Finance Working Group which was duly considered.

RESOLVED:

- i) Sedgefield Town Council increases its precept for 2024/25 by 7% thereby requesting from DCC £465,245.83 (i.e. an increase of £29,565.70 plus the yield of £13,313.04 totalling £42,878.74). Note: This increase in precept will be shown on Council Tax billing information as a 6.8% increase on a Band D tax.**
- ii) The proposed article in Appendix 1 be included in the next edition of the Sedgefield Extra and displayed on the Town Council's website.**

iii) The Income and Expenditure budget for 2024/25 in Appendix 2 be accepted.

6.7 Review of Fees and Charges For 2024/25 Recommendation Report by Finance Working Group:

Prior to the meeting the Clerk had circulated to all a Review of Fees and Charges For 2024/25 Recommendation Report by the Finance Working Group which was duly considered.

RESOLVED:

- i) The price of a pack of dog bags increase to 80p per pack as from 1st April 2024.
- ii) From 1st April 2024 hire fees for a half allotment plot be charged at £39 and for a full allotment plot at £49.
- iii) Photocopying to regular groups be charged from 1st April 2024 at 30p per page black and white copying and 35p per page colour copying (for single sided as costs – charges for double sided are double)
- iv) Photocopying to private individuals be charged from 1st April 2024 at 40p per page black and white copying and 45p per page colour copying (for single sided as costs – charges for double sided are double)
- v) Parish Hall hire fees for the main hall to increase by 20% and hire fees for the Fletcher Room (and kitchen) and small meeting room increase by 10% from 1st April 2024.
- vi) Parish Hall users who store items in the Parish hall to be charged for doing so with effect from 1st April 2024. All Parish Hall users who have storage cupboards within the small meeting room in the Parish Hall be charged £50 per annum per cupboard from 1st April 2024. Sedgefield Players who store items on the first floor landing and stage to be charged £100 per annum from 1st April 2024.
- vii) From the start of the 2024/25 civic year, the Mayor of Sedgefield be given the opportunity to use the Parish Hall three times throughout their civic year on a free of charge basis with all other hire fee costs being recharged and having to come out of the Mayor's events income.
- viii) Cemetery fees increase by 4% from 1st April 2024.
- ix) The Clerk to undertake necessary work to promote these planned price increases.

(Cllr Catherine Hart joined the meeting at this point)

6.8 Medium Term Financial Plan Recommendation Report by Finance Working Group:

Prior to the meeting the Clerk had circulated to all a Medium Term Financial Plan Recommendation Report by the Finance Working Group which was accompanied by an updated copy of the Plan which incorporated the recommendations made in agenda items 6.6 and 6.7. All Cllrs agreed with the recommended Medium Term Financial Plan.

RESOLVED:

To adopted the updated Medium Term Financial Plan with immediate effect.

7. Correspondence:

7.1 Royal Garden Parties 2024 Request For Nominations (email from CDALC dated 5th December 2023):

Prior to the meeting the Clerk had circulated to all an email from CDALC dated 5th December 2023 in which they were giving each Town/Parish Council the opportunity to nominate a Councillor to go into the ballot to represent the County Association at this year's Royal Garden Party.

RESOLVED:

Cllr Allan Blakemore to be Sedgefield Town Council's nomination to go into CDALC's Royal Garden Parties 2024 ballot.

7.2 Section 106 Application Project – DCC Strategic Traffic – Community Active Travel and Road Safety Measures, various locations in Sedgefield and Fishburn (email and attachments from Mr Stephen Reed, DCC dated 13th December 2023):

Prior to the meeting the Clerk had circulated to all an email from Mr Stephen Reed of DCC dated 13th December 2023 entitled Section 106 Application Project – DCC Strategic Traffic – Community Active Travel and Road Safety Measures, various locations in Sedgefield and Fishburn. This email was accompanied by a series of attachments. Mr Reed explained monies are available for this proposed scheme within the electoral division and as such the proposal is considered to have merit in principle. However, a final decision on the request will only be made when the application has been considered at a forthcoming meeting of the County Council's Section 106 Working Group. Mr Reed was seeking the Town Council's views on

this application. All Cllrs supported this application. Cllr Jenny Haworth said she was very pleased to see support for the introduction of 20mph zones around schools as this showed that residents concerns had been listened to. Cllr Haworth said this application reflected effective joint working between the County Council and the Town Council.

RESOLVED:

Sedgefield Town Council supports the Section 106 Application Project – DCC Strategic Traffic – Community Active Travel and Road Safety Measures at various locations in Sedgefield and Fishburn.

7.3 Section 106 Application – DCC Neighbourhoods – Sedgefield Winterton and Eden Drive Play Space Refurbishment (email and attachments from Mr Stephen Reed, DCC dated 13th December 2023):

Prior to the meeting the Clerk had circulated to all an email from Mr Stephen Reed of DCC dated 13th December 2023 entitled Section 106 Application Project – DCC Strategic Traffic – Community Active Travel and Road Safety Measures, various locations in Sedgefield and Fishburn. This email was accompanied by a series of attachments. Mr Reed explained monies are available for this proposed scheme within the electoral division and as such the proposal is considered to have merit in principle. However, a final decision on the request will only be made when the application has been considered at a forthcoming meeting of the County Council's Section 106 Working Group. Mr Reed was seeking the Town Council's views on this application. Cllr Jenny Haworth queried why a larger financial allocation had been identified for the Winterton Play Area than for that at Eden Drive. Cllr Allan Blakemore explained that the Winterton Play Area currently has far less play equipment and that which is there is outdated unlike the existing facilities at Eden Drive where work is being sought to enhance and build upon those existing features rather than replace them. All Cllrs supported this application.

RESOLVED:

Sedgefield Town Council supports the Section 106 Application Project – DCC Neighbourhoods – Sedgefield Winterton and Eden Drive Play Space Refurbishment.

7.4. Council Voting For CDALC President Launched (email from Ms Audrey

Christie, CDALC dated 20th December 2023):

Prior to the meeting the Clerk had circulated to all an email from Ms Audrey Christie of CDALC dated 20th December 2023 informing all Town/Parish Council members of the Association that two nominations have now been received for the current vacant President's position. All Town/Parish Council members are now requested to vote by 31st January 2024.

RESOLVED:

To vote for Mary Kelly Foy MP as President of CDALC.

7.5 Section 106 Application – Sedgefield Town Council Butterwick Road Cemetery Expansion Verbal Update Report by Town Clerk:

The Clerk reported on 4th January 2024 Mr Stephen Reed of DCC had requested the Town Council complete a new Section 106 funding application which detailed the latest costs for the expansion of Butterwick Road Cemetery as he noted the Town Council's original application had been submitted in February 2021 and costs would have changed. The Clerk had duly undertaken this work and submitted the updated application to Mr Reed on 9th January 2024. Mr Reed had replied on 12th January 2024 confirming he had checked all costings information, application form and site plans so get the consultations underway shortly in relation to the Town Council's application.

RESOLVED:

- i) To receive this information.**
- ii) The Clerk to share with all Town Councillors, for their information, the consultation information relating to the Town Council's Section 106 funding application when issued by Mr Stephen Reed of DCC.**
- iii) The Town Council approves this Section 106 application submitted in relation to the expansion of Butterwick Road Cemetery and authorizes the Clerk to immediately inform Mr Stephen Reed upon receipt of his consultation paperwork.**

The Chair, Cllr Allan Blakemore, explained that due to the confidential nature of the following items these would be discussed under Exempt Information and had any members of the public and/or press been in attendance they would have been asked to leave the meeting at this point (Section 1 Sub-Section (2) of the Public Bodies (Admission of Meetings) Act 1960).

8. Consideration of Reports Exempt from the Public:

8.1 Village Greens Update Report by Town Clerk:

Prior to the meeting the Clerk had circulated to all a Village Greens Update Report which was duly considered and way forward agreed.

8.2 Quotation For Treeworks in Ceddesfeld Hall Grounds Near To South View Report by Town Clerk:

Prior to the meeting the Clerk had circulated to all a Quotation For Treeworks In Ceddesfeld Hall Grounds Near To South View Report. This was duly considered and a way forward agreed.

The Chair thanked everyone for attending and closed the meeting at 7.55pm.

APPROVED

SEDGEFIELD TOWN COUNCIL

ENVIRONMENT

Minutes of the proceedings of the **JANUARY ENVIRONMENT** of the
Council held following the **P&R** in the **Parish Hall**, Sedgefield, on
Monday 15th January 2024.

- Present** **Cllr. Stephen Winter (Chairman)**
Cllr. Mark Cant (Vice Chairman) and
Cllrs. Allan Blakemore, David Brown, Mel Carr, Kelly Dickerson, John Finlayson,
Elizabeth Flanagan, Catherine Hart, Jenny Haworth, Peter Hinde, Dave Jasper, Julie
Towler and Mavis Wayman and Stephen Winter.
- Officer** Dr Jane Ayre (Town Clerk)

1. Apologies:

Cllr Ann Carr.

2. Declaration of interest:

None.

3. Matters of Information:

3.1 Winterton Cemetery:

The Estates Working Group will research the precise responsibilities which the Town Council has in relation to Winterton Cemetery. The Estates Working Group to keep Cllrs updated on this matter.

RECOMMENDED:

To receive this information.

3.2 Pest Control Issues Near Ceddesfeld Pond:

No further information has been heard yet regarding confirmation of water voles. The Clerk to keep Cllrs updated on these matters.

RECOMMENDED:

To receive this information.

3.3 Potential Parson Sculpture:

Potential designs have now been drafted and shared with those who attended the on-site meeting for their consideration. Note: This is not a priority project for the Town Council. The Clerk to keep Cllrs updated on this matter.

RECOMMENDED:

To receive this information.

3.4 Trees in Ceddesfeld Hall Grounds Near South View:

A quotation has now been received and will be considered under the P&R Committee's January 2024 agenda.

RECOMMENDED:

To receive this information and to close this matter.

3.5 Grass Cutting Tendering:

Requests for tenders have now been issued with a closing date of 1st February 2024. Note: when received these will be presented to the February 2024 P&R Committee meeting.

RECOMMENDED:

To receive this information and to close this matter.

3.6 Trees In Old Beacon Lane Cemetery:

No quotation has yet been received regarding the wall remedial work. Note: When received this will be presented to a future P&R Committee meeting. The Clerk to keep Cllrs updated on this matter.

RECOMMENDED:

To receive this information.

4. Public Participation:

The Chairman, Cllr Stephen Winter, closed the meeting for the public to give their views. No members of the public were in attendance. The Chairman re-opened the meeting.

5. Reports:

5.1. Sedgefield Heritage 100 Walk Verbal Update Report by Town Clerk:

The Clerk reported that that Mr Keiron Young of the Walk and Talk Trust was now organizing a community walk to take place around Sedgefield's Heritage 100 Walk on Sunday 4th February 2024. Mr Young would provide to the Town Council appropriate

publicity material which would then be shared through the Town Council's various communication methods. All Town Cllrs would be warmly welcomed to join this community event.

RECOMMENDED:

To receive this information.

6. Correspondence:

None.

The Chair thanked everyone for attending and closed the meeting at 7.58pm.

APPROVED

SEDGEFIELD TOWN COUNCIL

COMMUNITY DEVELOPMENT & ENGAGEMENT

Minutes of the proceedings of the **JANUARY COMMUNITY DEVELOPMENT & ENGAGEMENT COMMITTEE** of the **Council** held following the **Environment Committee** in the **Parish Hall**, Sedgefield, on **Monday 15th January 2024**.

Present

Cllr. Mavis Wayman (Chairman) and

Cllrs. Allan Blakemore, David Brown, Mark Cant, Mel Carr, Kelly Dickerson, John Finlayson, Elizabeth Flanagan, Catherine Hart, Jenny Haworth, Peter Hinde, Dave Jasper, Julie Towler and Stephen Winter.

Officer

Dr Jane Ayre (Town Clerk)

1. Apologies:

Cllr Ann Carr.

2. Declaration of interest:

None.

3. Matters of Information:

3.1 Coach Trips:

The Town Council will schedule three coach trips in 2024. Update reports regarding this will be brought to the Committee when planning work commences for each.

RECOMMENDED:

To receive the information and to close this matter.

3.2 Snow Party:

The date of the Snow Party in 2024 will be promoted as a save the date in the next edition of the Sedgefield Extra. The SCA have been informed and Ceddesfeld Hall booked along with the Parish Hall. The Clerk to bring progress reports to Committee once planning work commences for this event.

RECOMMENDED:

To receive the information and to close this matter.

3.3 Mediaeval Fayre:

The Clerk has informed Mr John Robinson that the Town Council gives permission for the SCA to use the village greens for the next Mediaeval Fayre on Saturday 18th May 2024 on the basis that no fairground rides are set up before school drop off times on the Friday morning so as to avoid unnecessary congestion. Mr Robinson has expressed his thanks to the Town Council.

RECOMMENDED:

To receive the information and to close this matter.

4. Public Participation:

The Chairman, Cllr Mavis Wayman, closed the meeting for the public to give their views. No members of the public were in attendance. The Chairman re-opened the meeting.

5. Reports:

5.1 Citizen and Young Citizen of the Year 2023 Awards Report by Town Clerk:

Prior to the meeting the Clerk had circulated to all a Citizen and Young Citizen of the Year 2023 Awards Report which detailed the timetable for selecting this years winners and the process for making nominations. These Awards continue to be a collaboration between the Town Council, Sedgefield Development Trust and Sedgefield Rotary. The Clerk to keep Cllrs updated on this matter.

RECOMMENDED:

To receive this information.

6. Correspondence:

6.1 Sedgefield Youth Club (minutes of AGM held on 9th October 2023)

Prior to the meeting the Clerk had circulated to all Sedgefield Youth Club minutes of AGM held on 9th October 2023. The Clerk reported that members of the Youth Club's Management Committee are working on the findings from the recent internal auditor's report and a further inspection will be scheduled before the end of the 2023/24 financial year.

RECOMMENDED:

To receive this information.

6.2 Sedgefield Neighbourhood Watch (minutes of meeting held on 14th December 2023):

Prior to the meeting the Clerk had circulated to all Sedgefield Neighbourhood Watch minutes of meeting, held on 14th December 2023.

RECOMMENDED:

To receive this information.

6.3 Sedgefield Neighbourhood Watch Update Verbal Report by Town Clerk:

The Clerk read out an email which she had received from Mr Ian Milne, Chair of the Sedgefield Neighbourhood Watch, dated 13th January 2024 in which he wanted to inform the Town Council that despite valiant prolonged efforts to increase interest in the Group, the decision had been made to disband. The Group's current funds were going to be distributed between other volunteer groups in the Town. Mr Milne asked if the Group's small stocks of safety and personal security items could be handed to the Town Council for distribution to those who wanted them. Mr Milne expressed the Groups thanks to those Town Cllrs who had supported them. Cllrs agreed to take the Group's stocks of items and distribute those via the Town Council's reception and any remaining items be issued at the Town's Annual Meeting in May 2024.

RECOMMENDED:

The Clerk to liaise with Mr Milne to obtain the Group's remaining stocks of safety and personal security items.

6.4. Request from ITV Tyne Tees News Verbal Report by Town Clerk:

The Clerk reported that she had been contacted by Ms Lauren White of ITV News Tyne Tees who was wanting to make a feature for ITVX about the Sedgefield Ball Game as part of a series looking into events, traditions and areas which mean something in the North East. Ms White was requesting to speak to someone from the Town Council who would have knowledge of the event. The Clerk confirmed that Ms White has also been put in touch with Mr Cooper from The Golden Lion and Ms Norma Neal of the Local History Society.

RECOMMENDED:

Cllr David Brown to speak to Ms Lauren White on behalf of the Town Council.

The Chairman thanked everyone for attending and closed the meeting at 8.08pm.