
**You are hereby summoned to attend the Monthly Meeting of the
Sedgefield Town Council which is to be held at 7pm on
Monday 12th February 2024 in Sedgefield Parish Hall**



AGENDA

1. **Apologies**
2. **Declaration of Interest**
3. **STC Minutes / Committee Reports:**
 - a. **Minutes of Monthly Meeting** 15th January 2024
 - b. **Minutes of P&R Committee** 15th January 2024
 - c. **Minutes of Environment Committee** 15th January 2024
 - d. **Minutes of Community Development & Engagement Committee** 15th January 2024
 - e. **Minutes of Finance Working Group** 18th January 2024
 - f. **Minutes of Personnel Committee** 22nd January 2024
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. **Main Modifications Consultation – County Durham Minerals and Waste Policies and Allocations Document (email from Spatial Policy, Durham County Council dated 26th January 2024 [Note: email issued to all Cllrs electronically on 29th January 2024])**
10. **Current Planning Applications:**

T. J. Ayre.

Dr Jane Ayre, Town Clerk, February 5, 2024



COMMITTEE: Policy & Resources
DATE: Monday 12th February 2024
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 Annual Headstone Safety Testing 2023/24 Findings Report by Town Clerk and Head Gardener & Cemetery Superintendent
- 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 15th January 2024
 - 6.2 Financial Budget Comparison as at 1st February 2024
 - 6.3 Debtors List as at 31st January 2024
 - 6.4 Direct Debits and BACS List for 1st – 31st January 2024
 - 6.5 January 2024 Bank Reconciliations Plus January 2024 Imprest Account and December 2023 Public Sector Deposit Fund Reconciliations Report by Town Clerk
 - 6.6 Funding Butterwick Road Cemetery Expansion Project Recommendation by Finance Working Group
 - 6.7 Internal Audit 2023/24 Report by Town Clerk
 7. Correspondence:
 - 7.1 Proposed Works To Extent of Sedgefield Village Green VG35 (email and attachments from Ms Helen Borthwick, Northern Powergrid dated 19th January 2024)
 - 7.2 Sedgefield Town Council (email from Ms Janice Stubbings dated 24th January 2024)
 8. Consideration of Reports Exempt from the Public:
 - 8.1 Village Greens Update Report by Town Clerk
 - 8.2 Grass Cutting 2024/25 and 2025/26 Contract Report by Town Clerk
 - 8.3 Remedial Electrical Work In Parish Hall Recommendation Report by Cllr Mel Carr and Town Clerk

- 8.4 **Annual Increment To Town Clerk Report by Personnel Committee**
- 8.5 **Future Mayor's Civic Balls Recommendation Report by Cllrs Mel Carr and Allan Blakemore and Town Clerk**



T. J. Ayre.

***Dr Jane Ayre, Town Clerk
February 5, 2024***

COMMITTEE: Community Development & Engagement
Committee

DATE: Monday 12th February 2024

TIME: Following Environment Committee

VENUE: Sedgefield Parish Hall



AGENDA

1. Apologies
2. Declaration of Interest
3. Matters of Information
4. Public Participation
5. Reports:
None.
6. Correspondence:
None.

T. J. Ayre.

Dr Jane Ayre
Town Clerk
February 5, 2024



COMMITTEE: Environment Committee
DATE: Monday 12th February 2024
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:
None.
6. Correspondence:
None.

T. J. Ayre.

*Dr Jane Ayre, Town Clerk
February 5, 2024*