
**You are hereby summoned to attend the Monthly Meeting of the
Sedgefield Town Council which is to be held at 7pm on
Monday 15th April 2024 in Sedgefield Parish Hall**



AGENDA

1. **Apologies**
2. **Declaration of Interest**
3. **STC Minutes / Committee Reports:**
 - a. **Minutes of Monthly Meeting** **11th March 2024**
 - b. **Minutes of P&R Committee** **11th March 2024**
 - c. **Minutes of Environment Committee** **11th March 2024**
 - d. **Minutes of Community Development & Engagement Committee** **11th March 2024**
 - e. **Minutes of Joint Sedgefield Town Council / Sedgefield In Bloom Group** **21st March 2024**
 - f. **Minutes of Personnel Committee** **25th March 2024**
 - g. **Minutes of Finance Working Group** **28th March 2024**
4. **Presentation by Ms Rachael Collins, Youth Co-ordinator, Creative Youth Opportunities – Detached Youth Work Commissioned by Police & Crime Commissioner in Sedgefield, Trimdon Village and Trimdon Grange**
5. **Matters of Information**
6. **Dates of Meetings**
7. **Public Participation**
8. **Internal reports:**
 - 8.1 **Chairman's Report**
 - 8.2 **Mayor's Report**
9. **External Reports:**
 - 9.1 **Report From Durham County Councilor Chris Lines, Sedgefield Division**
10. **Correspondence:**

None.
11. **Current Planning Applications:**

T. J. Ayre.

Dr Jane Ayre, Town Clerk, April 8, 2024



COMMITTEE: Policy & Resources
DATE: Monday 15th April 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. Review of Exit Policy Recommendation Report by Personnel Committee**
 - 5.2. Review of Dismissal Policy Recommendation Report by Personnel Committee**
 - 5.3. Review of Welfare Policy Recommendation Report by Personnel Committee**
 - 5.4. Review of Resolution Policy Recommendation Report by Personnel Committee**
 - 5.5. Review of Fixed Term Employees (Prevention of Less Favourable Treatment) Policy Recommendation Report by Personnel Committee**
 - 5.6. Review of Working Without The Default Retirement Age Policy Recommendation Report by Personnel Committee**
 - 5.7. Review of Flexible Retirement Policy Recommendation Report by Personnel Committee**
 - 5.8. Review of Disciplinary Policy Recommendation Report by Personnel Committee**
 - 5.9. Review of Industrial Action Personnel Committee Guidance Recommendation Report by Personnel Committee**
 - 5.10. Six Monthly Parish Hall Lift Inspection Update Report by Town Clerk**
 - 5.11. Annual Headstone Safety Testing 2023/24 Findings Update 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 11th March 2024**
 - 6.2 Financial Budget Comparison (as at 8th April 2024)**

- 6.3 Debtors List as at 3rd April 2024
- 6.4 Direct Debits and BACS List for 1st – 31st March 2024
- 6.5 March 2024 Bank Reconciliations Plus March 2024 Imprest Account and February – March 2024 Public Sector Deposit Fund Reconciliations Report by Town Clerk
- 6.6. Internal Audit 2023/24 Update Report by Town Clerk
- 7. Correspondence:
None.
- 8. Consideration of Reports Exempt from the Public:
 - 8.1 Village Greens Update Report by Town Clerk
 - 8.2 Butterwick Road Cemetery Expansion Project Funding Update Report by Finance Working Group



T. J. Ayre.

**Dr Jane Ayre, Town Clerk
April 8, 2024**

COMMITTEE: Environment Committee
DATE: Monday 15th April 2024
TIME: Following P&R Committee
VENUE: Sedgfield Parish Hall



AGENDA

1. Apologies
2. Declaration of Interest
3. Matters of Information
4. Public Participation
5. Reports:
None.
6. Correspondence:
 - 6.1. Litter Picking (email from Ms K Turnbull, Sedgfield Young Farmers dated 22nd March 2024)

T. J. Ayre.

*Dr Jane Ayre, Town Clerk
April 8, 2024*

COMMITTEE: Community Development & Engagement
Committee

DATE: Monday 15th April 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:
 - 6.1. Friends of Hardwick (letter from C Hearmon, Secretary dated 20th March 2024)
 - 6.2. Annual Town Meeting 7th May (email from Mrs Sarah Guest, SCA dated 4th April 2024)

T. J. Ayre.

Dr Jane Ayre
Town Clerk
April 8, 2024

