



Sedgefield Town Council

You are hereby summoned to attend the Annual General Meeting of the Sedgefield Town Council which is to be held at 7 pm on Monday 13th May 2024, in the Sedgefield Parish Hall

Agenda

1. **Election of Chairman of Sedgefield Town Council**
2. **Declaration of Acceptance of Office**
To receive the Acceptance of Office from the newly elected Chairman of the Town Council.
3. **Apologies**
4. **Election of the Vice-Chairman of the Town Council**
5. **Election of the Mayor of the Town Council**
6. **To confirm the Chairman's Allowance as £1,100 for 2024/25**
(In pursuance of Section 15 (5) of the Local Government Act 1972)
7. **Procedures**
 - a) **To adopt**
 - i) **Standing Orders for 2024/25**
 - ii) **Financial Regulations 2024/25**
 - iii) **Delegation Scheme 2024/25**
 - iv) **Council Debt Policy 2024/25**
 - v) **Gifts and Hospitality Policy 2024/25**
 - vi) **Code of Conduct 2024/25**
 - b) **To re-affirm usage of the General Power of Competence**
(General Power of Competence (Prescribed Conditions) Order 2012)
8. **Committees**
 - a) **Policy & Resources (P&R)**
Chairman:
Vice-Chairman:
Members:
 - b) **Environment**
Chairman:
Vice-Chairman:
Members:

c) Community Development & Engagement

Chairman:

Vice-Chairman:

Members:

d) Sedgefield Extra

Chairman:

Vice-Chairman:

Members:

e) Community Chest

Chairman:

Vice-Chairman:

Members:

f) Personnel

Chairman:

Vice-Chairman:

Members:

9. **Representatives to External Groups and Organizations (*as over*)**
10. **To confirm the current and proposed Working Groups**
11. **To approve the dates and times of the meetings for the forthcoming year**
12. **Nomination For Honorary Freeman and Honorary Freewoman Report by Cllrs Allan Blakemore and Mel Carr**

T. J. Ayre.

Town Clerk: 4th May 2023

External Body	Representatives in 2023/24	Representatives for 2024/25
SCA Executive	Cllr. Allan Blakemore	1
Sedgefield Twinning Assoc.	Cllrs. Stephen Winter and Mavis Wayman	2 (Note: The Association had been due to disband in 2023/24)
Crime Prevention / N. Watch	Cllrs Kelly Dickerson, Dave Jasper and Mavis Wayman (with reserve representative Stephen Winter to attend when able).	Crime Prevention / Neighbourhood Watch was disbanded during 2023/24.
EDRC Local Council Committee AAP	Cllr. Mel Carr + the Clerk	1 + Clerk
CDALC AGM	Cllr Allan Blakemore (Cllr John Finlayson as reserve) + the Clerk	1 Voting + reserve + Clerk
Citizens Advice Bureau	No invitations were received in 2022/23	Invitation to be issued to all Cllrs if any received during 2024/25
Pubs Partnership	Cllrs. David Brown and Stephen Winter (Cllr Allan Blakemore as reserve)	2
NETPark	Cllr John Finlayson	1
Sedgefield Charities	<p>“The Sedgefield District Relief In Need Charity” and “The Howle Hope Estate” Board - Cllrs Allan Blakemore and David Brown</p> <p>“The Educational Foundation Board” - Cllrs Ann Carr and Mavis Wayman</p>	<p>To re-affirm existing Town Council appointed Trustees – “The Sedgefield District Relief In Need Charity” and “The Howle Hope Estate” Board – 2</p> <p>“The Educational Foundation Board” – 2</p> <p>(Note: Terms of office for all Town Council nominated Trustees last for four year term with each expiring in May 2025)</p>
Sedgefield Development Trust	Cllr Mel Carr	1
Sedgefield in Bloom	Open to all Cllrs with Cllr Mel Carr holding the role of Bloom Champion liaising between the Bloom Group and Town Council.	All invited and to appoint 1 Bloom Champion to liaise between the Bloom Group and Town Council

Sedgefield 700+	Open to all Cllrs with meetings of the Group now likely to be by exception. Cllr Allan Blakemore to continue to act as Chair as required.	Open to all Cllrs
Staff Complaints	6 (all members of Personnel Committee) Cllrs. Allan Blakemore, Jenny Haworth, Ann Carr, John Finlayson, Julie Towler and Mavis Wayman.	6 (to comprise of all members of Personnel Committee)
Staff Appeals	Cllrs Mark Cant, Mel Carr, Kelly Dickerson, Elizabeth Flanagan, Catherine Hart, Dave Jasper and Stephen Winter.	7 (to comprise of all non-Personnel Committee members)
Larger Local Councils	Cllrs. Allan Blakemore, John Finlayson + the Clerk.	2 + Clerk

Current Working Groups

	Committee	Previous Members
Butterwick Road Cemetery	P&R	Cllrs. Allan Blakemore, Ann Carr, Mel Carr, Kelly Dickerson, John Finlayson and Julie Towler
Estates	P&R	Cllrs. Allan Blakemore, Ann Carr, Mel Carr, Kelly Dickerson, John Finlayson, Dave Jasper, Julie Towler and Mavis Wayman
Policy & Records Management	P&R	Cllrs. Allan Blakemore, Ann Carr, Mel Carr, Jenny Haworth and Mavis Wayman
Finance	P&R	Cllrs. Allan Blakemore, David Brown, Mel Carr, John Finlayson, Catherine Hart, Jenny Haworth and Dave Jasper
Fireworks	CD&E	Cllrs. Allan Blakemore, Ann Carr, Mel Carr, Dave Jasper, Mavis Wayman and Stephen Winter

Current Town Council Champions:

Sedgefield In Bloom Champion – Cllr Mel Carr

Sedgefield Parish Hall Champion – Cllr John Finlayson

Allotments Champion – Cllr Kelly Dickerson