

SEDFIELD TOWN COUNCIL



Minutes of the proceedings of the **JANUARY**
MONTHLY MEETING of the **Council** held at **7 p.m.** on
Monday 13th January 2025

in

Sedgefield Parish Hall

MINUTES

Present	Cllr. Mel Carr (Chairman) Cllr. Allan Blakemore (Vice Chairman) and Cllrs. David Brown, Ciaran Butterworth, Mark Cant, Kelly Dickerson, John Finlayson, Elizabeth Flanagan, Jenny Haworth, Peter Hinde, Dave Jasper, Julie Towler and Mavis Wayman
Officers	Dr Jane Ayre (Town Clerk)

The Chairman, Cllr Mel Carr, welcomed recently co-opted Cllr Ciaran Butterworth to the Town Council.

1. **Apologies:**
Cllr Ann Carr.
2. **Declaration of interest:**
None.
3. **STC Minutes / Committee Reports:**
 - a. **Minutes of Special Town Council Meeting: Appoint Co-opted Councillor held Monday 9th December 2024:**
These were confirmed as a correct record. (JF / EF)
 - b. **Minutes of the Monthly meeting held Monday 9th December 2024:**
These were confirmed as a correct record. (DJ . MW)
 - c. **Minutes of the P&R committee held Monday 9th December 2024:**
These were confirmed as a correct record. (JH / KD)
 - d. **Minutes of the Environment committee held Monday 9th December 2024:**
These were confirmed as a correct record. (M Cant / M Carr)
 - e. **Minutes of the Community Development committee held Monday 9th December 2024:**

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

f. Minutes of the Finance Working Group held Thursday 12th December 2024:

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

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

4. Matters of Information:

4.1 The Sedgefield Plan:

To not review The Sedgefield Plan at this time but to do so when there are any significant changes to the NPPF, and/or the County Durham Plan, which would impact upon Sedgefield or to consider this matter again in 2025/26 if there have not been any changes at national or principal authority level, i.e. to ensure a watching brief is kept over the Town's neighbourhood plan. To review in 2025/26 if not earlier.

RESOLVED:

To receive the information.

4.2 Current Planning Applications:

The Clerk submitted to DCC Planners comments agreed in relation to planning applications 1-3.

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 January 2025 plus events until November 2025. The Clerk reported the Mayor's fundraising Valentine's Dance scheduled for 14th February 2025 had been cancelled but she understood the Mayor was now organizing a fund raising ceilidh in Sedgefield Parish Hall on 1st March 2025.

RESOLVED:

To receive the information.

6. Public Participation:

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

Mr Bill Smith commented that the weather over the preceeding 10 days had been freezing and he was disappointed to note that no salt had been put on any footpaths during that time. Mr Smith cited he was aware of residents in Eden Drive who had been unable to leave their properties to get to the centre of Town and also a resident from Crispin Court who had experienced a near miss fall outside the pharmacy. Mr Smith asked who is responsible for salting footpaths. Cllr Mel Carr replied that Durham County Council have responsibilities for some areas and the Town Council others. In times of severe weather there are arrangements for working on conjunction. Cllr Carr confirmed the Town Council does not have responsibility for any footpaths near Eden Drive.

County Cllr Chris Lines provided supplementary information to his report which is to be considered under agenda item 8.1. He reported the Active Travel scheme project at the end of Station Road, Sedgfield has now been completed and will ensure this area is kept free of vehicles allowing people to have full access at all times to the recently refurbished footpath. County Cllr Lines said that whilst there had been some negative comments on social media regarding this project, the work has provided a robust solution to the problems that were being encountered and that lots of people, particularly wheelchair users, have expressed their delight at the work. He emphasized that the scheme is part of the wider Active Travel Project, and that the Town Council is a key partner in that and has been involved throughout in developing and agreeing priorities and actions. The other Active Travel projects will be coming on-line in due course as monies have been secured, however, often there is a time lag between allocation and work commencing. County Cllr Lines then highlighted DCC's latest budget consultation and urged as many people as possible to participate as the County Council looks to make £60 million of savings over the next four years.

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

(Cllr Catherine Hart joined the meeting)

7. Internal Reports:

7.1 Chairman's Report:

Prior to the meeting the Clerk had circulated to all a Chairman's Report which detailed the actions he had undertaken since the last Monthly Meeting.

RESOLVED:

To receive the information.

7.2 Mayor's Report:

Prior to the meeting the Clerk had circulated to all a Mayor's Report which detailed the actions he had undertaken since the last Monthly Meeting.

RESOLVED:

To receive the information.

8. External Reports:

8.1. Report from Durham County Councillor Chris Lines, Sedgefield Division:

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

With regards to the Active Travel work undertaken at the end of Station Road, Sedgefield, Cllr Allan Blakemore said he encouraged fellow Cllrs to look at this work. He said the boulders and gate which had been put in place would stop people from parking which had been denying pedestrians access to the footpath. He also believed the work would result in the area being cleaner. Cllr John Finlayson echoed these comments and said a robust and maintenance free solution had been found to the problem. Cllr David Brown said that whilst this work had taken time there had been robust consultation throughout the project with nearby residents who were all happy with the solution now in place.

RESOLVED:

To receive the information.

(Cllr Peter Hinde joined the meeting)

9. Correspondence:

None.

10. Current Planning Applications:

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

10.1 DM/24/03134/FPA – re-erection of the historic artifact, the remaining original gate to Hardwick Hall, at it's original location, Land to the East of 1 Hardwick, Sedgefield:

Cllrs did not have any objection to this application.

10.2 DM/24/03285/FPA – erection of agricultural building to accommodate integral biomass plant and general agricultural storage with associated works, East

Close Farm, Sedgefield:

Cllrs did not have any objection to this application.

10.3 DM/24/03344/FPA – garage conversion and erection of single-storey timber-clad store to the side elevation, 27 Brockwell Close, Sedgefield:

Cllrs did not have any objection to this application.

RESOLVED:

The comments on planning applications 1-3 above to be submitted to DCC Planners.

The Clerk reported that DCC's latest list of planning applications had been published and circulated earlier that evening. This list did not contain any planning applications from within the Sedgefield Electoral Ward.

The Chair thanked everyone for attending and closed the meeting at 7.18pm.

APPROVED



SEDFIELD TOWN COUNCIL

Minutes of the proceedings of the **JANUARY P&R MEETING** of the
Council held following the Monthly meeting on
Monday 13th January 2025
in
Sedgefield Parish Hall

MINUTES

Present	Cllr. Allan Blakemore (Chairman) Cllr. Jenny Haworth (Vice Chair) and Cllrs. David Brown, Ciaran Butterworth, Mark Cant, Mel Carr, Kelly Dickerson, John Finlayson, Elizabeth Flanagan, Peter Hinde, Dave Jasper, Julie Towler and Mavis Wayman
Officers	Dr Jane Ayre (Town Clerk)

1. Apologies:

Cllr Ann Carr.

2. Declaration of interest:

None.

3. Matters of Information:

3.1 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 and this is likely to be on-hold until the expansion of Butterwick Road Cemetery has been completed. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive the information.

3.2 Local Councils Quality Award:

NALC are sending applications to their Panel for assessment on Friday 18th October 2024 and the Panel will meet in November 2024. Results will be announced by 13th December 2024. The Town Council's application has already been through triage and some additional information was requested which was duly supplied. The Clerk to keep Cllrs updated on this matter. Once Foundation Quality accreditation is attained the Town Council to make a commitment, by allowing time and resources, to progress to the Quality Status Award.

RESOLVED:

To receive the information.

3.3 Winter Maintenance SLA with DCC:

The Town Council's existing snow plough is too large for it to be a viable option for any supplier wanting this as a trade-in. When comparing the cost of a new snow plough attachment suitable for the Town Council's New Holland tractor with the cost of modifying the existing plough the latter is the most cost-effective option. The plough has now been taken away, modifications have been made and the plough has been returned to the Town Council.

RESOLVED:

To receive the information and to close this matter.

3.4 Trees in Ceddesfeld Hall Grounds:

The contractor has been informed of their awarded work and a date is now awaited for the scheduling of this work. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive the information.

3.5 NALC Consultation – Remote meetings and proxy voting:

The Clerk has submitted a response to NALC stipulating that Sedgfield Town Council does not support remote meetings and proxy voting.

RESOLVED:

To receive the information and to close this matter.

3.6 Proposed Goal Posts at Station Road Playing Field:

The Clerk has scheduled a further on-site meeting with STC reps (Cllr Mel Car and Town Clerk), County Cllr Chris Lines, Mr Colin Curry and Ms Jane Bellis (DCC) and Ms Lisa Kilner on Friday 10th January 2025 to consider the feedback received from residents whose properties surround Station Road Playing Field. The Clerk will give a verbal update on this matter under agenda item 5.1.

RESOLVED:

To receive the information.

3.7 Dates and Times of Council Meetings 2025/26.

These dates have now been promoted around the Town and on the website.

RESOLVED:

To receive the information and to close this matter.

3.8 Writing off Bad Debt:

The historic outstanding debt has been written off and Mr Macauley Underwood has been informed that the Town Council will not accept any further Parish Hall hire bookings from him or TS21 Productions.

RESOLVED:

To receive the information and to close this matter.

3.9 Royal Garden Party 2025:

Cllr Allan Blakemore has been entered into the CDALC Ballot for the Royal Garden Party 2025.

RESOLVED:

To receive the information and to close this matter.

3.10 Winterton Cemetery Update:

The resolutions made at the Town Council's December 2024 meeting are to be

progressed in January 2025. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive the information.

3.11 Town Council Offices Loft Insulation:

The Clerk is awaiting a quotation for firestopping work and when received will be considered, via delegated powers to the Chairman of the Council and the Chair of Estates. The loft insulation contractor has been informed of their awarded work and the Clerk will notify them once firestopping work has been completed. A reserves transfer is now being actioned. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive the information.

3.12 Proposed Parish Hall Grant Funding:

Work is to commence on this work in January 2025. The Clerk and Projects & Media Co-ordinator to bring an update report on this matter to the February 2025 P&R Committee meeting.

RESOLVED:

To receive the information.

4. Public Participation:

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

5. Reports:

5.1. Proposal to Reinstate Goal Posts at Station Road Playing Field Verbal Report by Town Clerk:

The Clerk reported that she had met on-site with DCC Officers and Ms Lisa Kilner to consider the feedback provided by residents following the Town Council's consultation regarding the proposal to reinstate goal posts on Station Road Playing Field. The Clerk reminded all that a report detailing these comments had been brought the P&R Committee in December 2024 whereby all who responded had been supportive of the goal posts being reinstated but several suggested amendments to the proposed location of the unmarked pitch. These comments were

considered at the on-site meeting and whilst the proposed unmarked pitch can be moved slightly to ensure it is further away from the existing play equipment in that area, it cannot be moved to the Queen's Drive area of the field as this is the area which can hold standing water. Indeed, when the on-site meeting took place frozen standing water was there confirming the general location being proposed by the Town Council is the area which remains free from standing water. An updated letter will be issued to residents explaining the minor siting changes agreed. The Clerk also reported that she is working with the EDRC AAP regarding the possibility of getting funding towards the purchase and installation costs of the goal posts. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive this information.

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 December 2024:

Prior to the meeting the Clerk had circulated to all details of cheques for approval after 9th December 2024 numbered 111026 to 111036. The Clerk circulated to all an updated list which also included cheques numbered 111037 to 111041. Cllrs confirmed their support for the authorization of all cheques.

RESOLVED:

i) All cheques and invoices were approved for payment.

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

6.2 Financial Budget Comparison as at 3rd January 2025:

RESOLVED:

To receive the Financial Budget Comparison as at 3rd January 2025.

6.3 Debtors List as at 3rd January 2025:

RESOLVED:

To receive the Debtors List as at 3rd January 2025.

6.4 Direct Debits and Debit Card List for 1st – 31st December 2024:

RESOLED:

To receive the Direct Debits and Debit Card List for 1st – 31st December 2024.

6.5 December 2024 Bank Reconciliations Plus December 2024 Imprest Account and November 2024 Public Sector Deposit Fund Reconciliation Report by Town Clerk:

The Clerk circulated to all the December 2024 bank reconciliations plus December 2024 Imprest Account and November 2024 Public Sector Deposit Fund reconciliations.

RESOLVED:

To receive this information.

6.6 Review of Community Chest Terms of Reference and Budget Allocation Recommendation Report by Finance Working Group:

Prior to the meeting the Clerk had circulated to all a Review of Community Chest Terms of Reference and Budget Allocation Recommendation Report by the Finance Working Group.

RESOLVED:

i) To adopt the revised Community Chest Terms of Reference (Note: the Terms will have an interim update after the Council's 2025/26 AGM to reflect the new Chair and Vice Chair).

ii) As part of the 2025/26 budget setting process to increase the Chest's annual allocation from the Town Council from the current £500 amount to £750.

6.7 2025/26 Budget and Precept Recommendation Report by Finance Working Group:

Prior to the meeting the Clerk had circulated to all a 2025/26 Budget and Precept Recommendation Report by the Finance Working Group.

Cllrs David Brown and Allan Blakemore endorsed the proposed precept for 2025/26 with Cllr Blakemore highlighting the many rising costs and the continuing expansion of the Town. Cllr Peter Hinde said he was not happy with the proposed increase and said it was essential that all future Town Council community events had to be run

and charged in such a way as to ensure that all costs were fully covered. Several Cllrs disagreed stating that the fireworks display was a community service which was subsidized so as to allow families to attend an affordable, safe event and thereby try to reduce the potential for private displays and the dangers that those could pose. The Clerk reminded all Cllrs that the cost of fireworks tickets for the 2025 display would be considered by the Fireworks Working Group later in the year with recommendation being brought to P&R Committee for determination. Cllr Hinde said it was important to raise money wherever possible at community events, not to make a profit but to break even. Cllr Allan Blakemore said the coach trips were operated in that way but pointed out the Parish Hall is also subsidized so as to provide a community venue for a wide range of activities and events. Cllr Mark Cant supported Cllr Hinde's comments regarding the pricing of fireworks tickets. The Clerk confirmed this will be considered when that decision is made later in 2025/26. Looking at the bigger picture, Cllr Jenny Haworth said the Finance Working Group have spent considerable time looking at the 2025/26 budget, a process that has included difficult decision and differences of opinion in order to reach the recommendation now being presented. Cllr Haworth highlighted the nine areas of cost pressures facing the Town Council in 2025/26 as detailed in the report and said the Finance Working Group's aim with preparing this recommendation had been to only raise the precept by what is reasonable. Cllr David Brown pointed out that not only has the Town grown considerably over recent years but that public demand and expectation is now far higher. Cllr Brown said the Finance Working Group have gone through a thorough process in order to prepare this recommendation and a precept request must now be set. Cllr Brown said that many of the cost pressures now facing the Town Council are outside of the Council's control and we have to be prepared to meet those pressures. Cllr Brown proposed the Council accepts the recommendation presented. Cllr Blakemore reminded all Cllrs of the prudent work undertaken by the Town Council over many years in order to be able to function effectively following the removal of LCTRS funding from DCC, something which many other Councils had not or had been unable to prepare for. Cllr Blakemore said it was vital the Town Council continues to look at the pressures and issues that it faces and be able to ensure robust finances to be able to tackle those rather than defer decision and problems until 2026/27. He also reminded all of the work being done to try to ensure that the expansion of Butterwick Road Cemetery is undertaken without having to seek a Public Works Loan thereby creating a debt legacy for the Town.

RESOLVED:

- i) Sedgefield Town Council increases its precept for 2025/26 by 8% thereby requesting from DCC £506,024.01 (i.e. an increase of £37,219.67 plus the yield of £3,558.51 totalling £40,778.18). Note: This increase in precept will be shown on Council Tax billing information as a 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 2025/26 in Appendix 2 be accepted.

6.8 Review of Fees and Charges For 2025/26 Recommendation Report by Finance Working Group:

Prior to the meeting the Clerk had circulated to all a Review of Fees and Charges For 2025/26 Recommendation Report by Finance Working Group. This report was carefully considered and debated.

RESOLVED:

- i) The price of a pack of dog bags continue to be charged at 80p per pack as from 1st April 2025 with this slight subsidy being promoted to customers.
- ii) From 1st April 2025 hire fees from a half allotment plot be charged at £40 and for a full allotment plot at £50.
- iii) From 1st April 2025 the Town Council charges its regular groups 35p per page black and white copying and 40p per page colour copying and to private individual 45p per page black and white copying an 50p per page colour copying (Note: these charges are for single sided copies. Double sided copies would be charged at double the price).
- iv) The age limit for children's birthday parties to be raised from the current restriction of 11 years to 13 years as from 1st April 2025 (on the proviso that such parties have appropriate adult supervision);
- v) The requirement to have 30 minutes clear between bookings to allow for cleaning is to remain in place as from 1st April 2025, i.e. it is not to be extended as this would impact upon availability/capacity for bookings;
- vi) From 1st April 2025, a £25 charge be levied for anyone selling alcohol as part of their Hall hire booking;
- vii) From 1st April 2025, an additional charge be levied for anyone using the Hall in order to hold a ticketed event, i.e. from which they raise income. This has been factored into the new recommended pricing structure from 1st April 2025 shown at the end of this section.
- viii) To increase all Parish Hall hire fees by 25% in 2025/26 (Year 1), to increase all Parish Hall hire fees by 25% in 2026/27 (Year 2) and to increase all Parish

Hall hire fees in-line with inflation in 2027/28 (Year 3) with reviews to take place in the Autumn of each financial year in accordance with the Town Council's Financial Regulations and budget setting process to ensure the Town Council's aim of reducing the gap between Parish Hall income and expenditure being reduced when compared to the level of difference between both in 2024/25.

ix) Half-sized cupboards in the small meeting room of the Parish Hall (which range from 0.25-0.3m³) continue to be charged at the existing price of £50 each per annum and full-sized cupboards in the small meeting room at the Parish Hall (which are 0.5m³) be charged £100 each per annum.

x) Cllrs Dave Jasper and Elizabeth Flanagan to liaise with the Sedgefield Players Committee to determine whether their items stored on a permanent basis from the row of cupboards in the upstairs corridor in Sedgefield Parish Hall can be moved over to the attic in Ceddesfeld Hall by 31st January 2025 so as to condense their stocks and only incur one set of storage charges. If this is not possible then an additional storage charge based upon storage size detailed in ix be used to calculate annual storage charge.

xi) Sedgefield Players are to be charged £100 per annum for the area on the stage where their flats are stored on a permanent basis.

xii) With regards to the four marked temporary storage areas (area upstairs in front of 3 phase box, area upstairs beside Christmas cupboard, backstage in the wing beside amps and backstage behind back curtain but excluding the flats and the stage extensions), Sedgefield Players be given permission to utilize these areas for free in the two weeks leading up to a performance, including the performance dates and ending on the Sunday immediately after the last performance. This arrangement fits with their usual dress rehearsals the two Sundays prior to the performance week, e.g. if there were performances between Thursday 15th August and Saturday 17th August they could begin using the temporary storage areas from Sunday 4th August and would need to remove all items during their usual Sunday booking on Sunday 18th August. For each of the four marked temporary areas that still contain any items outside of these agreed pre-performance weeks, it is recommended from 2025/26 there is a charge of £25 per week levied, i.e. £100 if all four temporary storage areas were still in use after the post-show Sunday booking.

xiii) For 2025/26 for any items belonging to Sedgefield Players left in areas of the Parish hall not already identified in recommendations 8 and 9 (i.e. cupboards or marked floor areas), including the keyboard to the left of the stage, there will be a charge of £50 per week.

xiv) Cllr John Finlayson as Parish Hall Champion will meet with representatives of the Players prior to each performance to discuss their requirements and any situations that may impact other users/require other temporary storage needs.

xv) With regards to all non-Town Council storage in the Parish Hall, all users who have storage in the building (including Sedgefield Youth Club) will, from 1st April 2025, be required to fill out a Town Council risk assessment regarding the content of their cupboards and, if required, display a COSHH statement on their cupboard doors. The Town Council needs to remind all users that any electrical items stored inside the Parish Hall for their own use must be inside their cupboard and should be Portable Appliance Tested by a competent person annually.

xvi) Storage charges increase beyond 2025/26 on the same % increase basis as Hall hire fees.

xvii) With effect from 1st April 2025 the Town Council ensures that all hirers pay for any PRS/PPL charges which they incur, i.e. the Town Council no longer subsidises this. From 1st April 2025 all hirers who would be subjected to PRS/PPL must provide all reporting criteria information with clear stipulation for this in the User Policy and acknowledgement that not providing such will result in future bookings being cancelled. The Town Council will introduce for live music events a three tiered PRS/PPL recharging system which sees such charges calculated on the following criteria:

- Total expected box office up to £600 = £20 charge upfront
- Total expected box office £600-£1200 to = £40 charge upfront
- Total expected box office £1200 or more = £60 charge applied upfront

For all other bookings which require music licensing for the use of non-live music these will be charged the fixed tariff rates as detailed in PRS/PPL Tariff GP, e.g. at October 2024 these are as follows:

- Public recorded music event e.g. karaoke, disco, evening dance to recorded music only, stage performances to recorded music
Less than 100 attendees = £14.19
Over 100 attendees = £17.78
- Fashion shows, indoor exhibitions and trade shows with recorded music featured = £48.06
- Aerobic, keep fit classes = £2.02
- Dance classes = £1.29

xviii) PRS/PPL charges beyond 2025/26 be updated in accordance with any

increased levied by PRS/PPL.

xix) For those organisations who fit the outside (i.e. non-Parish) organisation or business description at the header of the new Pricing Structure template from 1st April 2025/26 and onwards be charged at a 50% higher charge than a Parish organisation or business.

xx) A Parish Hall User Forum led by Cllrs John Finlayson and Elizabeth Flangan be scheduled for late January/early February 2025 to explain the changes to regular Parish Hall users.

xxi) The updated Parish Hall User Policy be adopted with immediate effect and released for 1st April 2025 along with the revised booking forms.

xxii) Cemetery fees increase by 2% from 1st April 2025.

xxiii) The Clerk to undertake necessary work to promote these planned price increases.

6.9 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 Finance Working Group. Attached to this report was a Medium Term Financial Plan which underpinned the Council's proposed financial arrangements for 2025/26 and projected for 2026/27.

RESOLVED:

To adopt the Medium Term Financial Plan with immediate effect.

7. Correspondence:

7.1 DCC Budget Consultation (email from CDALC dated 10th December 2024)

[email and hyperlinks circulated electronically to all Cllrs 12th December 2024]:

Prior to the meeting the Clerk had circulated to all an email from CDALC dated 10th December 2024 which had been circulated electronically to all Cllrs 12th December 2024.

RESOLVED:

i) To receive this information.

ii) Cllrs to respond to this consultation in a private individual capacity.

7.2 Proposed Event Sedgefield Racecourse (email and attachments from Ms

Emma Gray dated 16th December 2024) [information circulated electronically to all Cllrs 17th December 2024]:

Prior to the meeting the Clerk had circulated to all an email from Ms Emma Gray dated 16th December 2024 regarding a proposed event at Sedgefield Racecourse, which had all been circulated electronically to all Cllrs on 17th December 2024. Cllrs did not have any objections to the proposed event at the race course scheduled for Sunday 26th January 2025 as a comprehensive noise monitoring plan had been put in place meaning this coupled with adherence to the race course's licensing conditions should ensure there is no negative impact upon the surrounding area.

RESOLVED:

The Clerk to inform Ms Gray that the Town Council does not have any objections to the race course's proposed event.

The Chair explained that due to the confidential nature of the following items these would be discussed under Exempt Information and said that 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(1) Sub-Section (2) of the Public Bodies (Admission of Meetings) Act 1960).

8. Consideration of Reports Exempt from 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 a way forward agreed.

8.2 Butterwick Road Cemetery Expansion Update Report by Town Clerk:

Prior to the meeting the Clerk had circulated to all a Butterwick Road Cemetery Expansion Update Report which was duly considered and a way forward agreed.

The Chair thanked everyone for attending and closed the meeting at 8.31pm.

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 13th January 2025

MINUTES

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

1. Apologies:

Cllr Ann Carr.

2. Declaration of interest:

None.

3. Matters of Information:

3.1 Heritage Boards:

The Town Council is awaiting its contractor undertaking this refurbishment work. Cllr Mel Carr and the Clerk to keep Cllrs updated on this matter, however, the recent festive break and cold weather has delayed this process,

RECOMMENDED:

To receive the information.

4. Public Participation:

The Chairman, Cllr Mark Cant, 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:

None.

6. **Correspondence:**
None.

The Chair thanked everyone for attending and closed the meeting at 8.32pm.

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 13th January 2025

MINUTES

Present **Cllr. Mavis Wayman (Chairman) and**
Cllrs. Allan Blakemore, David Brown, Ciaran Butterworth, Mark Cant, Mel Carr,
Kelly Dickerson, John Finlayson, Elizabeth Flanagan, Catherine Hart, Jenny
Haworth, Dave Jasper and Julie Towler

Officer Dr Jane Ayre (Town Clerk)

1. Apologies:

Cllr Ann Carr.

2. Declaration of interest:

None.

3. Matters of Information:

3.1 Annual Fireworks Display:

The Clerk has informed the fireworks provider, stewarding provider and first aid provider of their respective appointments. The Clerk has informed the SCA and Ploggers of the date of the 2025 fireworks display and this will feature in the next edition of the Sedgefield Extra. New litter pickers for the Sedgefield Ploggers are now being ordered and will be handed over. The Clerk and Fireworks Working Group to commence event planning in July 2025.

RECOMMENDED:

To receive the information and close this matter.

3.2 Town Council Coach Trips:

Work will commence on planning the Town Council's three 2025 coach trips in the late winter. The Clerk to keep Cllrs updated on this matter.

RECOMMENDED:

To receive the information and close this matter.

3.3 Snow Party:

The date of the 2025 Snow Party will feature in the next edition of the Sedgefield Extra. The Clerk and Projects & Media Co-ordinator to purchase necessary items in January 2025 and then commence event planning in July 2025.

RECOMMENDED:

To receive the information and close this matter.

3.4 Sedgefield Extra 2025 Dates:

The revised 2025 dates have now been agreed with the Sedgefield Development Trust and the Print Factory.

RECOMMENDED:

To receive the information and close this matter.

3.5 Mediaeval Fayre:

The Clerk has given to the SCA permission to use the village greens for the 2025 Fayre and requested that no shows are allowed to set up before 9am on the Friday so as not to disrupt school drop-off time at Sedgefield Primary.

RECOMMENDED:

To receive the information and close this matter.

3.6 Ashcourt Durham & Tees Valley Community Fund:

Work is now underway to complete a funding application for a new lift and dance floor in the Parish Hall. The Clerk and Projects & Media Co-ordinator to keep Cllrs updated on this matter via the P&R Committee and to work with Parish Hall Champions.

RECOMMENDED:

To receive the information and close this matter.

4. Public Participation:

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

5. Reports:

None.

6. Correspondence:

None.

The Chair thanked everyone for attending and closed the meeting at 8.33pm.

APPROVED