

SEDGEFIELD TOWN COUNCIL



Minutes of the proceedings of the **MARCH MONTHLY MEETING** of the **Council** held at **7 p.m.** on **Monday 10th March 2025**

in

Sedgefield Parish Hall

MINUTES

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

Officers Dr Jane Ayre (Town Clerk)

1. **Apologies:**
Cllr Julie Towler.
2. **Declaration of interest:**
None.
3. **STC Minutes / Committee Reports:**
 - a. **Minutes of Butterwick Road Cemetery Working Group held Tuesday 4th February 2025:**
These were confirmed as a correct record. (JF / AB)
 - b. **Minutes of the Monthly meeting held Monday 10th February 2025:**
These were confirmed as a correct record. (JF / AC)
 - c. **Minutes of the P&R committee held Monday 10th February 2025:**
These were confirmed as a correct record. (JF / EF)
 - d. **Minutes of the Environment committee held Monday 10th February 2025:**
These were confirmed as a correct record. (AC / PH)
 - e. **Minutes of the Community Development committee held Monday 10th February 2025:**
These were confirmed as a correct record. (JF / MW)
 - f. **Minutes of the Personnel committee held Monday 24th February 2025:**
These were confirmed as a correct record. (JH / MW)

g. Minutes of the Finance Working Group held Thursday 27th February 2025:

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

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.

RESOLVED:

To receive the information.

4.2 Current Planning Applications:

No comments or objections were made by Cllrs in relation to planning applications DM/25/0266/FPA, DM/25/00317/FPA or DM/25/00325/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 March 2025 plus events until November 2025. In addition, the Clerk confirm the Town Council's first coach trip of the 2025 season will take place to Keswick on 19th June 2025 and the community tub planting event will be held on 26th June 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.

Ms Olivia Craggs introduced herself as representing family members and their business at

Knotty Hill Golf Course, a family ran business of over 33 years. Ms Craggs thanked the Town Council for expressing its concerns regarding the planning application for an anaerobic digestion plant at Sprucely Farm. Ms Craggs pointed out that those residents and businesses closest to the proposed site had not been communicated with directly [by the Local Planning Authority] nor any impacts upon them considered as part of the planning process. As a result of this the planning application is to be taken back to Full Planning Committee for re-consideration. The proposed anaerobic digester will produce bio gas for electricity, heating etc and operate 24 hours per day for 7 days a week. The site will comprise of 7 tanks which are 35m in diameter and 14m high and well as silage tanks and lagoon dealing with 85,000 tonnes of waste per annum. Ms Craggs said this would be an industrial site in a rural community, the digester was not on an agricultural scale but would be something better suited to an industrial site. Ms Craggs said that no visual impact studies had been considered and said it was important to question the validity of the odour and transport assessments which were part of this planning application. Ms Craggs said this proposed digester would harm local businesses and local life. The amount of waste material that would be brought into the site, on the unsuitable roads, would have a significant impact upon congestion, road safety and safety of pedestrians on footpaths/public rights of way. Ms Craggs said she had visited other similar sites around the area to understand the operations of such. Ms Craggs expressed her concerns at the poor track record of the company wanting to create this facility as she said they have failed to meet environmental standards at other sites which they operate. Ms Craggs questioned how Knotty Hill Golf Club could continue to trade and invest in their business when their course will be 193m from the proposed digester site? Ms Craggs understood this application was to be considered by DCC's Full Planning Committee on 2nd April 2025 and urged people to attend and submit their objections. Ms Craggs asked the Town Council to stand with the community and try to preserve the area. Cllr Mel Carr confirmed the Town Council have already submitted its objections to the Local Planning Authority, Durham County Council, and formally requested this application be determined by Full Planning Committee.

Mrs Julia Bowles supported all the comments made by Ms Craggs and highlighted that other premises in the area have previously made planning applications for small scale change which have then evolved into larger industrial scale operations. Mrs Bowles said the proposed digester would have an input on NETPark. Mrs Bowles expressed her concern at the state and number of bins outside premises in the Town's Conservation Area and the litter that is being generated which will undoubtedly increase the vermin in the area. Mrs Bowles asked if the Conservation Officer, DCC and Town Council could do anything about this matter. Cllr Mel Carr said the Town Council would liaise with DCC's Conservation Officer for advice/investigation.

Mrs Liz Mitchell expressed her concern at the clothes bin which has appeared outside the Premier Convenience Store as this is unsightly and looks out of keeping with the Town's Conservation Area. Cllr Mel Carr confirmed this matter would be referred to DCC's Conservation Officer.

County Cllr Chris Lines said that he had already raised the issue of the clothing bin outside the Premier Convenience Store with DCC Officers for investigation. County Cllr Lines said that in relation to his monthly report to be considered under agenda item 8.1., he had now received a reply from Mr Alan Strickland MP in relation to potential additional housing in the Town. The Clerk confirmed that she had shared copies of that letter earlier that day with Town Cllrs. County Cllr Lines said that if/when any planning application was submitted it was important that work takes place collaboratively to consider the impact of such upon the Town's infrastructure. County Cllr Lines said he was glad the Sprucely Farm planning application was going back to Full Planning Committee and wanted his concerns regarding the process of this matter to be scrutinized as well as the application being considered on material planning grounds. County Cllr Lines concluded by saying his monthly report in agenda item 8.1 would be his last before the councils in County Durham enter the pre-election period. He expressed his thanks to fellow ward County Cllr David Brown, the Town Clerk and Town Cllrs for their support and collaborative working over the last four years. He wished good luck to all who would be standing in the forthcoming local council elections.

The Chairman thanked the public for their comments and re-opened 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. The Clerk reported that earlier that day she had circulated to all for their information a letter which County Cllr Chris Lines had received from Mr Alan Strickland MP in response to him raising his concerns about potential additional housing development in the town.

RESOLVED:

To receive the information.

9. Correspondence:

9.1 Planning Application 25/00035 Temporary Site Compound For NWL in Hardwick Park (email from Mr William Laycock Dated 23rd February 2025):

Prior to the meeting the Clerk had circulated to all an email from Mr William Laycock dated 23rd February 2025 in which he had expressed his concerns and objections in relation to the planning application for a temporary site compound on land to the South West of Sedgefield Cricket Club. This was being shared with the Town Council for information and Mr Laycock was in direct contact with DCC as the Local Planning Authority as well as local County Cllrs.

RESOLVED:

To receive this information.

9.2 Formation of a Temporary Site Compound and Associated Works, Land to South West of Sedgefield Cricket Club (email From Ms Susan Laycock dated 23rd February 2025):

Prior to the meeting the Clerk had circulated to all an email from Ms Susan Laycock dated 23rd February 2025 in which she had expressed her concerns and objections in relation to the planning application for a temporary site compound on land to the South West of Sedgefield Cricket Club. This was being shared with the Town Council for information and Ms Laycock is in direct contact with DCC as the Local Planning Authority.

RESOLVED:

To receive this information.

9.3. Sedgefield Squash Club's Planning Application – Town and Country Planning (Development Management Procedure) (England) Order 2015 Notice Under Article 13 of Application For Planning Permission (received from Mr Gordon Thornton 6th March 2025):

The Clerk circulated to all information received from Mr Gordon Thornton, the architect working on behalf of Sedgefield Squash Club, to progress their revised ambition "Project 22" to accommodate a better spectators area plus additional toilet and changing facilities, a project which the Town Council had fully endorsed in January 2022 when the Club were seeking endorsements for Section 106 sports funding. The Clerk reported that Ms Sheila Pedden of the Squash Club had confirmed that it had, for a variety of reasons such as repeated surveys for bats, newts and woodland, taken some time to now reach the point of being able to submit a planning application for variations to their original 2017 application. The Clerk confirmed this matter was to be considered under agenda item 10.

RESOLVED:

To receive this information.

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/25/00312/FPA – replacement of windows to front elevation, 9 Rectory Row, Sedgefield:

Cllrs did not have any objection to this application.

10.2 DM/25/00315/FPA – installation of 1 no conservation style rooflight and a timber door, The Old Smithy, Cross Street, Sedgefield:

Cllrs were concerned that there are already 2 no conservation style rooflights at this property, neither of which had been submitted for prior planning approval. Therefore it was unsure if this was a partial retrospective planning application or a new planning application for a further rooflight. Cllrs expressed concern that work appears to be taking place at this property, which is within the Town's Conservation Area, on a retrospective basis only rather than following the correct planning process. Cllrs would like DCC Planners and the Conservation Officer to investigate this matter. Cllrs will continue to monitor this site.

10.3 DM/25/00356/FPA – side extension and conversion of existing detached garage to garden room and store with hobby room and WC, 7 Hasledon Grove,

Sedgefield:

Cllrs did not have any objection to this application.

10.4. DM/25/00529/FPA – conversion of garage and addition of porch, 3 Burdon Place,

Sedgefield:

Cllrs did not have any objection to this application.

RESOLVED:

The comments on planning applications 1-4 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 and included the following planning applications:

DM/25/00069/FPA – ground floor front porch and WC plus first floor bathroom extension, 21 The Lane, Sedgefield

DM/25/00535/FPA – single storey rear extension, 39 Saddler Drive, Sedgefield

DM/25/00582/VOC – variation of Conditions 2 (approved plans) and removal of conditions 6 (green wall management plan) and 7 (tree planting) pursuant to planning permission DM/17/02900/FPA, Sedgefield Squash Club, Ceddesfeld Hall, Rectory Row, Sedgefield

DM/25/00624/FPA – double storey side extension, Brackendale, Thorpe Larches

RESOLVED:

Cllrs to forward any comments/objections regarding these planning applications to the Clerk by no later than 9am on Tuesday 18th March 2025.

The Chair thanked everyone for attending and closed the meeting at 7.22pm.

SEDGEFIELD TOWN COUNCIL



Minutes of the proceedings of the **MARCH P&R MEETING** of the **Council**
held following the Monthly meeting on
Monday 10th March 2025
in
Sedgefield Parish Hall

MINUTES

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

Officers Dr Jane Ayre (Town Clerk)

1. Apologies:

Cllr Julie Towler.

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 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.

3.3 Winterton Cemetery Update:

The resolutions made at the Town Council's December 2024 meeting are yet to be progressed. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive the information.

3.4 Proposed Parish Hall Grant Funding:

A grant funding application for the cost of a replacement lift and new floor in the main hall of the Parish Hall has now been submitted to Ashcourt Durham and Tees Valley Community Fund. The Clerk and Project & Media Co-ordinator to keep the Town Council updated on this matter.

RESOLVED:

To receive the information.

3.5 Butterwick Road Cemetery – Rules and Regulations:

The recently adopted Butterwick Road Cemetery Rules and Regulations are now displayed on the Town Council's website.

RESOLVED:

To receive the information and to close this matter.

3.6 Butterwick and Winterton Allotments – Rules and Regulations:

The recently adopted Butterwick and Winterton Allotments Rules and Regulations are now displayed on the Town Council's website.

RESOLVED:

To receive the information and to close this matter.

3.7 Invoices for Payments by Cheque:

A cheque has been issued for the recent resurfacing of village green work as invoices mirrored quotations received.

RESOLVED:

To receive the information and to close this matter.

3.8 Butterwick Road Cemetery Expansion Financial Governance Procedure:

Phase 2 of the Butterwick Road Cemetery Expansion project will undergo an internal audit inspection on 22nd May 2025. The Finance Working Group to keep Cllrs updated on this matter.

RESOLVED:

To receive the information.

3.9 Loft Insulation – Town Council Offices:

The authorized electrical work took place on 19th February 2025 and loft insulation is scheduled to be fitted on 11th March 2025. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive the information.

3.10 War Memorial:

The Clerk has informed the contractor of their accepted quotation but requested they put this work on-hold whilst the Town Council liaises with the Sedgefield District Uniformed Emergency Services Group regarding potential funding. The Sedgefield District Uniformed Emergency Services Group have considered this matter but are unable to provide funding as a quotation has already been accepted by the Town Council. As resolved at the February 2025 P&R Committee the Town Council will now fully fund this work. The Clerk to liaise with the contractor to schedule as soon as possible. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive the information.

3.11 Stage Curtains and Bar Refurbishment – Parish Hall:

The Clerk confirmed that grant funding for the new stage curtains and bar refurbishment has now been received. Work is taking place to liaise with contractors to get this work completed as soon as practicable around Parish Hall bookings. 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 views and comments.

Mrs Julia Bowles said she and Mrs Mitchell had attended the recent EDRC AAP closing event. She said it was unlikely the new Local Networks would meet until September 2025 and existing AAP staff have not yet been allocated their new working areas. Mrs Bowles said this would create a gap in funding being available in the interim period. Mrs Bowles said that it was disappointing Sedgefield was going to be grouped with the Local Network with Newton Aycliffe and Middridge. Cllr Allan Blakemore said the Town Council had also expressed its similar concerns during the consultation process for the new Local Networks. He said the Town Council would continue to monitor this situation to ensure that Sedgefield fitted into the new ways of working. He also stressed the importance of continuing to work closely with DCC ward County Cllrs.

County Cllr Chris Lines agreed with comments and concerns expressed by Mrs Bowles and Cllr Blakemore, however, he stressed that in the interim period until Local Networks first met the County Cllrs would have their neighbourhood budgets available to them following the forthcoming elections albeit with boundary changes this would mean monies being spread over a wider area. County Cllr Lines said he had expressed his concerns directly to DCC Cabinet regarding the Local Network grouping into which Sedgefield has been placed and sought assurance that there will be a transparent and fair process for allocating monies and identifying priorities so that smaller geographical areas do not lose out to larger more populated geographical areas. The new County Cllrs will need to take this matter forward following the forthcoming election.

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

5. Reports:

5.1. Annual Headstone Safety Testing 2025/26 Findings Report by Town Clerk, Head Gardener & Cemetery Superintendent and Gardener:

Prior to the meeting the Clerk had circulated to all an Annual Headstone Safety Testing 2025/26 Findings Report by the Clerk, Head Gardener & Cemetery Superintendent and Gardener. This report comprehensively detailed the findings at Butterwick Road Cemetery, Winterton Cemetery and Beacon Lane Cemetery. Category 1 headstones have been promoted and the deadline date for repairs to such is 28th March 2025 otherwise these will be laid flat in accordance with Town Council procedures. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive this information.

5.2 Review of Mayor's Handbook Recommendation Report by Town Clerk:

Prior to the meeting the Clerk had circulated to all a Review of Mayor's Handbook Recommendation report.

RESOLVED:

The reviewed Mayor's Handbook be adopted with immediate effect.

5.3. Re-installation of Goal Posts at Station Road Playing Field Update Report by Town Clerk:

Prior to the meeting the Clerk had circulated to all a Re-installation of Goal Posts at Station Road Playing Field Update Report. The Town Council is now awaiting grant funding to come through in order to submit the official request to DCC for these goal posts to be purchased and installed. 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 10th February 2025:

Prior to the meeting the Clerk had circulated to all details of cheques for approval

after 10th February 2025 numbered 111060 to 111076. The Clerk circulated to all an updated list which also included cheques numbered 111077 to 111087. 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 numbered

6.2 Financial Budget Comparison as at 28th February 2025:

RESOLVED:

To receive the Financial Budget Comparison as at 28th February 2025.

6.3 Debtors List as at 28th February 2025:

RESOLVED:

To receive that there were no debtors as at 28th February 2025.

6.4 Direct Debits and Debit Card List for 1st – 28th February 2025:

RESOLVED:

To receive the Direct Debits and Debit Card List for 1st – 28th February 2025.

6.5 February 2025 Bank Reconciliations Plus February 2025 Imprest Account and January 2025 Public Sector Deposit Fund Reconciliation Report by Town Clerk:

The Clerk circulated to all the bank reconciliations for February 2025 plus February 2025 Imprest Account and January 2025 Public Sector Deposit Fund.

RESOLVED:

To receive this information.

6.6 2024/25 Internal Audit Inspections Update Report by Finance Working Group:

Prior to the meeting the Clerk had circulated to all a 2024/25 Internal Audit Inspections Update Report by the Finance Working Group which detailed the areas of inspection that had taken place on 26th February 2025. The internal audit for Phase 2 of the expansion of Butterwick Road Cemetery will now take place on 22nd

May 2025. Internal audit reports from the Internal Auditor will be presented at the April 2025 P&R Committee meeting.

RESOLVED:

To receive this information.

6.7 Timetable For Production of 2024/25 Year End Accounts Report by Finance Working Group:

Prior to the meeting the Clerk had circulated to all a Timetable For Production of 2024/25 Year End Accounts Report by the Finance Working Group. The Clerk confirmed that she would be attending training with the external auditors on the evening of Wednesday 9th April 2025.

RESOLVED:

To receive this information.

6.8 2024/25 Statement of Internal Control and Annual Review of Effectiveness of Internal Control Report by Finance Working Group:

Prior to the meeting the Clerk had circulated to all a 2024/25 Statement of Internal Control and Annual Review of Effectiveness of Internal Control Report by the Finance Working Group which is part of the documentation required for the year end accounts.

RESOLVED:

To approve the 2024/25 Statement of Internal Control and Annual Review of Effectiveness of Internal Control Report.

7. Correspondence:

7.1 Local Council Award Scheme – Foundation Award Achievement (letter from NALC Chair dated February 2025):

Prior to the meeting the Clerk had circulated to all a Local Council Award Scheme – Foundation Award Achievement letter from the NALC Chair dated February 2025. Cllr Mark Cant expressed this thanks to Town Council staff for their hard work in achieving this accreditation.

RESOLVED:

To receive this information.

7.2 New Parish Groupings For Local Networks – Organising Parish Reps For

Post Elections (email from CDALC dated 28th February 2025):

Prior to the meeting the Clerk had circulated to all a New Parish Groupings For Local Networks – Organising Parish Reps For Post Elections (email from CDALC dated 28th February 2025) for information only. At this stage it is understood that there will only be one Town/ Parish Council representative from the 7 Town/Parish Councils which will form the new Aycliffe & Sedgefield Local Network. Following the May 2025 elections this matter will be considered by the Town Council as part of its next AGM agenda to identify potential representation. The Clerk confirmed that Clerks from the 7 Town/Parish Councils are hoping to meet soon informally to consider having a Local Councils Committee within the new Local Networks structure. The Clerk to keep Cllrs updated on this matter.

Cllr Allan Blakemore said it was important for the Town Council to be involved in the new Local Networks operations as soon as possible and said these Networks and their ways of working would be very different to the former AAPs. He believed the first year of the each Network's operation would be about identifying their areas priorities and then funding allocated beyond that would be linked to those priorities. Cllr Jenny Haworth expressed her concerns about the new Networks, the lack of information available to answer questions about the Networks and the make-up of their representatives as well as unknown staffing support. Cllr Haworth agreed it was important for the Town Council to engage in this new process as soon as possible.

RESOLVED:

To receive this information.

7.3. Licensing – Minor Variation Application Received – Mess Charcuterie and Bar, 6 North End, Sedgefield (email from CDALC dated 5th March 2025):

Prior to the meeting the Clerk had circulated to all electronically on 5th March 2025 an email from CDALC dated 5th March 2025 which detailed a Minor Variation Application being considered by DCC's Licensing Section in relation to Mess Charcuterie and Bar. The variation being sought is to remove the existing condition of "no smoking outside the front or rear of the building". Cllr Ciaran Butterworth objected to this variation stating the footpath outside this property was narrow thereby making it difficult for anyone to avoid second hand smoke without having to cross the road. Cllrs Peter Hinde and John Finlayson said they understood that concern but said the existing condition was impossible to police.

RESOLVED:

To accept the minor variation application submitted by Mess Charcuterie and Bar with the Clerk instructed to inform Ms Karen Baker of DCC to that effect.

7.4. Scaffolding Outside The Hardwick Arms Hotel (email from Mr Andy Popple dated 10th March 2025):

The Clerk read out an email earlier that day from Mr Andy Popple of the Hardwick Arms Hotel. Mr Popple wished to make the Town Council aware that they would be erecting scaffolding outside their property in April 2025 which would remain in place for approximately 4 weeks to allow for repair works and the repainting (in same colour) of the building. Cllr Kelly Dickerson requested that a copy of the insurance certificate relating to this work be obtained and kept on record by the Town Council. Cllrs agreed.

RESOLVED:

To receive this information and the Clerk to liaise with Mr Popple to obtain a copy of the insurance certificate relating to this work.

At this point in the agenda the Committee were to consider reports that were exempt from the public so it was **RESOLVED to close the meeting to allow the members of the public present to observe/participate as they wished in the Environment Committee and Community Development & Engagement Committee meeting before then re-opening the P&R Committee meeting to consider Reports Exempt From The Public.** The meeting closed at 7.49pm.

The Chair, Cllr Allan Blakemore, re-opened the meeting at 7.57pm. The Chair explained that due to the confidential nature of the following items these would be discussed under Exempt Information and requested members of the public attendance 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 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 Updated Quotation For Decoration To Portacabin and Storage Containers (x2) at Butterwick Road Cemetery Compound Report by Town Clerk:

Prior to the meeting the Clerk had circulated to all an Updated Quotation For Decoration To Portacabin and Storage Containers (x2) at Butterwick Road

Cemetery Compound Report which was duly considered and way forward agreed.

8.3. Additional Screening At 26 Front Street, Sedgefield Recommendation Report by Cllr Mel Carr:

Prior to the meeting the Clerk had circulated to all an Additional Screening At 26 Front Street, Sedgefield Recommendation Report which was duly considered and way forward agreed.

The Chair thanked everyone for attending and closed the meeting at 8.17pm.

APPROVED

SEDGEFIELD TOWN COUNCIL



ENVIRONMENT

Minutes of the proceedings of the **FEBRUARY ENVIRONMENT** of the **Council** held following the **P&R** in the **Parish Hall**, Sedgefield, on **Monday 10th February 2025**

MINUTES

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

Officer Dr Jane Ayre (Town Clerk)

1. Apologies:

Cllr Julie Towler.

2. Declaration of interest:

None.

3. Matters of Information:

3.1 Heritage Boards:

The Clerk reported the contractor has now confirmed the heritage boards are beyond repair. Details regarding the boards original commissioning and purchase have now been found and this matter will be considered at the next Estates Working Group meeting. The Clerk confirmed the Local History Society have been updated.

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 wished to make any comments. The Chairman re-opened the meeting.

5. Reports:

None.

6. Correspondence:

None.

The Chair thanked everyone for attending and closed the meeting at 7.51pm.

APPROVED

SEDGEFIELD TOWN COUNCIL

COMMUNITY DEVELOPMENT & ENGAGEMENT



Minutes of the proceedings of the **MARCH COMMUNITY DEVELOPMENT & ENGAGEMENT COMMITTEE** of the **Council** held following the **Environment Committee** in the **Parish Hall**, Sedgefield, on **Monday 10th March 2025**

MINUTES

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

Officer Dr Jane Ayre (Town Clerk)

1. Apologies:

Cllr Julie Towler.

2. Declaration of interest:

None.

3. Matters of Information:

There were no matters of information.

4. Public Participation:

The Chair, Cllr Mavis Wayman, closed the meeting for the public to give their views.

County Cllr Lines said a recent report to DCC's Cabinet regarding Local Networks did contain further information regarding their make-up, and he added that he had expressed some concerns to Cabinet regarding the balance of the boards to ensure there is fair representation of all areas within each new Network. County Cllr Lines said he would forward a copy of that report to the Clerk for onward transmission to all Town Cllrs. County Cllr Lines said the AAPs were meant to be collaborative and he felt the EDRC AAP certainly had been. County Cllr Lines said his concern with the new Local Networks was how they

were managed to ensure all areas within their boundaries were given a voice and the opportunity to benefit hence the role of officers in running these Networks would be crucial. He said the current uncertainty regarding the staffing of such is concerning. He also said that individual County Cllr budgets would endure but recognised these would now have to cover a wider area to reflect boundary changes in DCC's electoral wards. He added that full details and timelines have not yet been clarified for how the successor to the current Area Budgets will be managed. County Cllr Lines said that Sedgefield had been very successful over the last four years in securing funding for a range of projects. County Cllr Lines concluded by confirming there would be a lag in the distribution of funding via the new Networks as this will need to be linked to an as yet unknown 4 year plan, the creation of such a plan being each Network's first priority to produce when established.

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

5. Reports:

5.1 Town Council Coach Trips 2025 Update Report by Projects & Media Co-ordinator:

Prior to the meeting the Clerk had circulated to all a Town Council Coach Trips 2025 Update report by the Projects & Media Co-ordinator. Since the production of this report the Clerk confirmed that all publicity has now been produced and will be issued prior to tickets going on sale on Tuesday 1st April 2025.

RECOMMENDED:

To receive this information.

5.2 Tub Planting 2025 Update Report by Projects & Media Co-ordinator:

Prior to the meeting the Clerk had circulated to all a Tub Planting 2025 Update report by the Projects & Media Co-ordinator and confirmed this year's event will take place on Thursday 26th June 2025.

RECOMMENDED:

To receive this information.

6. Correspondence:

None.

The Chair thanked everyone for attending and closed the meeting at 7.56pm.