

SEDGEFIELD TOWN COUNCIL



Minutes of the proceedings of the
JUNE MONTHLY MEETING
of the **Council** held at **7pm** on
Monday 16th June 2025
in
Sedgefield Parish Hall

MINUTES

Present	Cllr. Mel Carr (Chairman) Cllr. Allan Blakemore (Vice Chairman) and Cllrs. Mark Cant, Ann Carr, Helen Cunningham, John Finlayson, Peter Hinde, Dave Jasper, Myles Mantripp, Julie Towler and Mavis Wayman
Officers	Dr Jane Ayre (Town Clerk)

1. **Apologies:**
Cllrs Ciaran Butterworth, Kelly Dickerson and Jenny Haworth.
2. **Declaration of interest:**
None.
3. **STC Minutes / Committee Reports:**
 - a. **Minutes of Butterwick Road Cemetery Working Group held Tuesday 6th May 2025:**
These were confirmed as a correct record. (AB / JF)
 - b. **Minutes of the Annual General Meeting held Monday 19th May 2025:**
These were confirmed as a correct record. (AC / DJ)
 - c. **Minutes of the Monthly meeting held Monday 19th May 2025:**
These were confirmed as a correct record. (AC / PH)
 - d. **Minutes of the P&R committee held Monday 19th May 2025:**
These were confirmed as a correct record. (AC / JF)
 - e. **Minutes of the Environment committee held Monday 19th May 2025:**

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

f. Minutes of Community Development & Engagement committee held Monday 19th May 2025:

These were confirmed as a correct record. (PH / MW)

g. Minutes of the Personnel Committee meeting held Tuesday 27th May 2025:

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

h. Minutes of the Finance Working Group held Thursday 29th May 2025:

These were confirmed as a correct record. (AB / 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 at some point 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 Public Participation:

Sprucely Farm proposed anaerobic digester – It has been agreed the Town Council will be represented at this meeting by Cllr Mel Carr (with Cllr Peter Hinde shadowing). This matter is to be considered further under agenda item 9.2.

DCC's Conservation Officer continues to investigate the bins at the Black Lion and the clothes bin located outside the Premier Convenience Store.

The concerns regarding the two ponds in the grounds of Ceddesfeld Hall and Wykes Close will be investigated by the Estates Working Group with subsequent report back to a future Environment Committee meeting.

The Clerk to keep Cllrs updated on these matters.

RESOLVED:

To receive the information.

4.3 Cllr Co-option:

Casual vacancy notices were published on 20th May 2025 and are displayed in the Council Offices, Town noticeboard and at the Parish Hall. Details have been shared through the residents database, the Council website and X account, via the Round Up and will feature in the next edition of the Sedgefield News. The closing date for applications is 12 noon on Monday 14th July 2025.

The Clerk to keep Cllrs updated on this matter. Note: A Special Town Council meeting will take place on the evening of Monday 21st July 2025 to consider applications.

RESOLVED:

To receive the information.

4.4 St Lukes Church Planning Application:

The Clerk has informed Mr Rowson of DCC that the Town Council's objections to planning application DM/24/01991/FPA, as submitted on 10th December 2024, still stand despite amendments to the application. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive the information.

4.5 Current Planning Applications:

Comments on planning applications 1-2 were submitted to DCC Planners.

No comments or objections were received from Cllrs in relation to planning applications DM/25/01042/FPA and DM/25/01245/TPO.

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 June 2025 plus events until December 2025. The Clerk highlighted the Mayor of Sedgefield's list of fund

raising events which have now been scheduled.

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.

Mrs Julia Bowles asked why both the County Council and the Town Council knew about the planning application at Sprucely Farm in May 2024 when the community did not know. Mrs Bowles understood no planning application had yet been submitted for Beacon Lane and knew the Town Council had said that a public meeting would be called when such an application had been submitted and it was known what the proposed development was but she noted that Yarm Town Council have already started a campaign in advance of a planning application being submitted as a way of showing the community does not support further development. Yarm Town Council's campaign also involved the local MP and Mrs Bowles said it was disappointing that our local MP did not have any wish to be involved in objecting to planning development. Finally, Mrs Bowles asked if there was any update on the comments she had raised at the last meeting regarding the ponds in, and near to, the grounds of Ceddesfeld Hall. The Clerk replied that Durham County Council, as Local Planning Authority, have responsibility for publicizing planning applications. The Town Council had become aware of this planning application when the County Council had published its weekly list, a list that is shared with all statutory consultees, in May 2024. At that point the planning application had been considered by Sedgefield Town Council at its Monthly Meeting in May 2024 and objections submitted which included request this be called in for determination by Planning Committee. The Clerk confirmed the matter of the ponds is to be initially discussed at a meeting scheduled on 23rd June 2025.

Mrs Liz Mitchell commented that no-one had represented Knotty Hill at the DCC Planning Committee meeting when the Sprucely Farm planning application had been considered. Mrs Mitchell asked why everyone is now having meetings about this application now. Cllr Mel Carr replied this application is now to be considered by the Planning Inspectorate and this issue is to be considered under agenda item 9.2 of this meeting.

Ms Olivia Craggs said the reason Knotty Hill had not been represented at the DCC Planning Committee meeting was because they had not known about the planning application at that point.

Mrs X said that during DCC's Planning Committee meeting in December 2024 the comment had been made that no one had attended from the public. Cllr Mel Carr said the Town Council had made written submissions to that Planning Committee meeting.

County Cllr Chris Lines said it was good that the Sprucely Farm planning application was now in the community domain and the Planning Inspectorate had confirmed this appeal would be considered via a hearing. County Cllr Lines reported that he along with fellow Ward County Cllr Ian Catchpole were working closely with Sedgefield Town Council, Bishop Middleham Parish Council, Fishburn Parish Council and Knotty Hill Golf Course to now ensure there was a clear voice via the appeal process. County Cllr Lines reminded all that he had submitted a report that was to be considered later in the agenda. With regards to the reference within that to Active Travel, County Cllr Lines was delighted to report that speed traffic matrix signs were now in the process of being installed. The first installation will be at Fishburn with others to follow soon in Sedgefield.

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.

7.3 Draft Annual Town Meeting Minutes 2025 by Town Clerk:

Prior to the meeting the Clerk had circulated to all the Draft Annual Town Meeting minutes from the meeting held on 13th May 2025. The Clerk reminded all that these could not be approved until the 2026 Annual Town Meeting but they would be uploaded to the Town Council's website in draft format.

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 a report from Durham County Councillor Chris Lines.

RESOLVED:

To receive this information.

9. Correspondence:

9.1 Town and Country Planning Act 1990 – Section 247 Proposed Stopping Up of Highway at North West of Discovery Offices, William Armstrong Way (letter from Ms Kathleen Drinkeld, National Transport Casework Team dated 22nd May 2025):

Prior to the meeting the Clerk had circulated to all correspondence received from Ms Kathleen Drinkeld of the National Transport Casework Team dated 22nd May 2025 providing a copy of a Stopping Up Order relating to the whole of the unnamed highway, including two turning heads, leading off William Armstrong Way at Sedgefield under reference DM/24/01243/RM.

RESOLVED:

To receive this information.

9.2 Town and Country Planning Act 1990 (as amended) – Section 78 – Notification of Planning Appeal (letter from Mr Chris Shields, DCC dated 29th May 2025):

Prior to the meeting the Clerk had circulated to all a letter dated 29th May 2025 from Mr Chris Shields of DCC informing the Town Council that planning application DM/24/00903/WAS relating to the proposed anaerobic digestion plant at Spruceley Farm, Sedgefield was to go to appeal and be considered by the Planning Inspectorate due to the Local Planning Authority's decision of non-determination of the application. The Clerk reported the appeal commenced on 27th May 2025 and the deadline for any new representations is 1st July 2025. The Clerk explained that in accordance with hearing procedures the only Town/Parish Council that would be classed as a statutory party would be Bishop Middleham Parish Council. The Clerk recommended the Town Council give consideration to making a further submission, in support of its earlier objections which would also be considered as part of this hearing process, and to

recommend that interested parties (which would include Sedgfield Town Council and Fishburn Parish Council) the opportunity to speak at the hearing as well as recommend the Planning Inspector visits the site of the application. Cllrs agreed with these recommendations and it was agreed the further objection submission should challenge DCC Highways Officers view that the predicted 28 two-way HGVs visiting the site per day as well as 10 two-way car trips per day would be acceptable providing the vegetation at the entrance to the site was maintained, to challenge DCC's Nuisance Action Team's belief that the odour from the site would be minimal and to support the concerns of DCC's Public Rights of Ways section who expressed concern about the implications of unpleasant smells to Footpath 5 which runs near the proposed site. The Clerk confirmed that a copy of this additional submission would be shared with Bishop Middleham and Fishburn Parish Councils and following a meeting last Friday, organized by County Cllr Chris Lines and attended by County Cllr Ian Catchpole plus representatives from all local councils, Knotty Hill Golf Course, there was agreement for the three local councils to continue to work collaboratively in relation to this application. Further meetings would be scheduled as more information was known about the hearing. Rule 6 status is not an option for a Planning Inspectorate hearing, this is only for inquiries.

Cllr Mark Cant noted Knotty Hill Golf Club's actions and asked if other businesses at NETPark and Ramside Estates were involved. The Clerk confirmed that at the meeting the previous Friday, County Cllr Ian Catchpole had confirmed many private businesses at NETPark plus Ramside Estates were aware of the planning application and likely to become involved in the appeal process as the implications upon their businesses were understood.

The Clerk reported that Knotty Hill Golf Club have offered to host a site visit to Cllrs from the Town Council as well as Parish Councils at Fishburn and Bishop Middleham. The Clerk had emailed all Town Cllrs earlier that day with full details.

The Clerk to keep Cllrs updated on this matter.

RESOLVED:

A further submission to be made to the Planning Inspectorate to reflect the Town Council's discussions at this meeting.

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/25/01394/FPA – two storey extension to north elevation, Butterwick South Farm, Butterwick Road, Sedgefield:

Cllrs did not have any objection to this application.

10.2. DM/25/01138/FPA – conversion of existing garage to gym and golf simulator room, Castle View, Church Street, Bishop Middleham:

Cllrs did not have any objection to this application.

10.3. DM/25/01455/FPA – demolition of existing conservatory to replace with garden room, garage conversion with associated internal alterations, 23 Greenside Close, Fishburn:

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 day and included the following planning applications within the Electoral Ward:

DM/25/01041/CEU- outbuildings constructed June 2012, both used to store ride on land mower and general tools with no business use. Building 1 – 3062mm wide, 2770mm high, 3059mm long, constructed of breeze blocks with pitched roof. Building 2 – 7708mm wide, 2950mm high reducing to 2100mm, 5406mm deep, sloping roof with bitumen corrugated roofing sheet, constructed of breeze block, Old Station House, Sedgefield

DM/25/01099/FPA – conversion of agricultural building to 1 no dwelling house, Bridge House, Butterwick Road, Fishburn

DM/25/01522/TPO – T1 Cherry – thin crown as much as is advisable to reduce excessive shading and leaf drop to the neighbouring property, 23 Rectory Row, Sedgefield

RESOLVED:

Cllrs to forward any comments/objections in relation to the above three planning applications to the Clerk by no later than 9am on Monday 23rd June 2025.

The Chair thanked everyone for attending and closed the meeting at 7.21pm.

APPROVED



SEDGEFIELD TOWN COUNCIL



Minutes of the proceedings of the **JUNE P&R MEETING** of the **Council**
held following the Monthly meeting on
Monday 16th June 2025
in
Sedgefield Parish Hall

MINUTES

Present

Cllr. Allan Blakemore (Chairman) and

Cllrs. Mark Cant, Ann Carr, Mel Carr, Helen Cunningham, John Finlayson, Peter Hinde, Dave Jasper, Myles Mantripp, Julie Towler and Mavis Wayman

Officers

Dr Jane Ayre (Town Clerk)

1. Apologies:

Cllr Ciaran Butteworth, Kelly Dickerson and Jenny Haworth.

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 the expansion of Butterwick Road Cemetery has been completed has put any further work on this matter on hold. 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. However, the Clerk has obtained details of a potential sign maker. 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. Confirmation has now been received that this application has been approved and work is underway to schedule this replacement work. The Clerk and Projects & Media Co-ordinator to keep the Town Council updated on this matter.

RESOLVED:

To receive the information.

3.5 Stage Curtains and Bar Refurbishment – Parish Hall:

New stage curtains have been fitted. A number of issues were identified by the Players which have now been resolved but at expense to the Town Council. The original bar contractor has now declined this work. An alternative provider has been found and a work plan is being scheduled to complete this work. The Clerk to keep Cllrs updated on these matters.

RESOLVED:

To receive the information.

3.6 Annual Headstone Safety Testing 2024/25:

Discussions are now underway with the five families who are going to repair their headstones so that work can be scheduled as soon as possible to ensure safety.

RESOLVED:

To receive the information and to close this matter.

3.7 2024/25 Year End Account:

The Town Council's notice for the Exercise of Public Rights was published on 2th June 2025 with the dates commencing on 3rd June 2025 and ceasing on 14th July 2025. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive the information.

3.8 Five Church Round – Walk/Run:

A payment of £100 from the Community Chest has now been made towards this project.

RESOLVED:

To receive the information and to close this matter.

4. Public Participation:

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

5. Reports:

5.1 Butterwick Road Cemetery Expansion Update Report by Butterwick Road Cemetery Working Group

Prior to the meeting the Clerk had circulated to all a Butterwick Road Cemetery Expansion Update Report by the Butterwick Road Cemetery Working Group which detailed the progress on-site to date and made Cllrs aware of the second valuation meeting taking place on Friday 6th June 2025. The outcome of that valuation meeting was to be considered under agenda item 8.2. Cllrs said they were pleased with the progress of this expansion project.

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 19th May 2025:

Prior to the meeting the Clerk had circulated to all details of cheques for approval after 19th May 2025 numbered 111162 to 111184. The Clerk circulated to all an updated list which also included cheques numbered 111185 to 111194. 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 Blakemore plus the Town Clerk to duly sign the cheques numbered .

6.2 Financial Budget Comparison (as at 4th June 2025):

RESOLVED:

To receive the Financial Budget Comparison as at 4th June 2025.

6.3 Debtors List as at 4th June 2025:

RESOLVED:

To receive the Debtors List as at 4th June 2025.

6.4 Direct Debits and Debit Card List for 1st – 31st May 2025:

RESOLVED:

To receive the Direct Debits and Debit Card List for 1st – 31st May 2025.

6.5 May 2025 Bank Reconciliations Plus May 2025 Imprest Account and April 2025 Public Sector Deposit Fund Report by Town Clerk:

The Clerk circulated to all the bank reconciliations for May 2025 plus May 2025 Imprest Account and April 2025 Public Sector Deposit Fund report.

RESOLVED:

To receive this information.

6.6 Finance Working Group Terms of Reference 2025/26:

Prior to the meeting the Clerk had circulated to all the Finance Working Group Terms of Reference for 2025/26 which detailed the background to this Group, its purpose, membership, meeting frequency and work plan for the current financial year.

RESOLVED:

To receive this information.

6.7 Butterwick Road Cemetery Expansion Funding Update Report by Town Clerk:

Prior to the meeting the Clerk had circulated to all a Butterwick Road Cemetery Expansion Funding Update Report which detailed the current situation in relation to the funding of this capital project.

RESOLVED:

To receive this information.

6.8 Internal Audit Inspections 2025/26 Report by Town Clerk:

Prior to the meeting the Clerk had circulated to all an Internal Audit Inspections 2025/26 Report which was accompanied by the internal auditor's findings reports in relation to Cemetery Expansion – Phase 2 (Full Assurance rating achieved) and Follow-up – Sedgefield Youth Club Governance Arrangements (Substantial rating achieved). Cllr Dave Jasper proposed the Youth Club's Management Committee be asked to make a commitment during 2025/26 to work towards obtaining a Full Assurance rating. All Cllrs agreed.

RESOLVED:

i) To receive this information.

ii) Cllr Julier Towler, as Chair of Sedgefield Youth Club's Management Committee to propose to the Youth Club's next Management Committee that a commitment is made during 2025/26 to work towards obtaining a Full Assurance rating.

7. Correspondence:

None.

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 7.34pm.

The Chair, Cllr Allan Blakemore, re-opened the meeting at 7.50pm. The Chair explained that due to the confidential nature of the following items these would be discussed under Exempt Information and requested the member 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 a Village Greens Update Report to all which was duly considered and way forward agreed.

8.2. Butterwick Road Cemetery Expansion Valuation Update Report by Town Clerk:

Prior to the meeting the Clerk had circulated to all the second Butterwick Road Cemetery Expansion Valuation Report which was duly considered and payment approval agreed.

8.3 Cemetery Lodge Update Report by Town Clerk:

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

8.4 Honorarium Recommendation Report by Personnel Committee:

Prior to the meeting the Clerk had circulated to all an Honorarium Recommendation report by the Personnel Committee which was duly considered and a way forward agreed.

The Chair thanked everyone for attending and closed the meeting at 8.15pm.

SEDGEFIELD TOWN COUNCIL



ENVIRONMENT

Minutes of the proceedings of the **JUNE**
ENVIRONMENT of the **Council** held following the **P&R**
in the **Parish Hall**, Sedgefield, on
Monday 16th June 2025

MINUTES

Present

Cllr. Mark Cant (Chairman)

Cllr. John Finlayson (Vice Chairman) and

Cllrs. Allan Blakemore, Ann Carr, Mel Carr, Helen Cunningham, Peter Hinde,
Dave Jasper, Myles Mantripp, Julie Towler and Mavis Wayman

Officer

Dr Jane Ayre (Town Clerk)

1. **Apologies:**

Cllr. Ciaran Butteworth, Kelly Dickerson and Jenny Haworth.

2. **Declaration of interest:**

Cllr Julie Towler declared an interest in agenda item 5.1. due to a family relationship. No other Cllrs made any declaration of interest.

3. **Matters of Information:**

3.1 **Heritage Boards:**

This matter is being considered by the Estates Working Group who will bring a report to a future Environment Committee meeting. The Clerk to keep Cllrs updated on this matter.

RECOMMENDED:

To receive the information.

3.2 **Butterwick and Winterton Allotments:**

Work has now concluded on returning £50 deposits to those allotment holders at both sites who have polytunnels. Criteria for structures will be revised when the next review of the Butterwick and Winterton Allotments Rules and Regulations takes place.

RECOMMENDED:

To receive the information and to close this matter.

4. Public Participation:

The Chairman, Cllr Mark Cant, closed the meeting for the public to give their views.

County Cllr Chris Lines reported the installation of new play equipment at Eden Drive and Winterton play areas, the installation of goal posts at Station Road playing field and new play equipment for older children at Hardwick Park has all now been completed. DCC had worked with the Town Council in relation to the new play equipment at Eden Drive and the goal posts at Station Road playing field which clearly demonstrated the benefits of strong collaborative working leading to meaningful outcomes. All involved in these projects had worked hard to source and obtain funding. County Cllr Lines said that all this work had resulted in good facilities for different ages of young people and said he would continue to work with the Town Council and the local community to promote these facilities to ensure they are well used. County Cllr Lines said the work did not stop at this point. He was very much aware that as those young people get older they will need to look at other outlets and facilities and he wanted the collaborative working with the Town Council and community to continue so other needs can be identified and work begin to work towards meeting those needs. County Cllr Lines concluded by reminding all of the run/walk that is being launched on Sunday 22nd June 2025 at 9.30am from St Edmund's Church which is a circular route known as the Five Churches and includes all churches within the Parish of the Upper Skerne. The Clerk confirmed that information regarding this has been promoted through the Town Council's various communications networks.

The Chairman re-opened the meeting.

5. Reports:

5.1 Rats at Winterton Allotments Update Report by Town Clerk:

Prior to the meeting the Clerk had circulated to all a Rats at Winterton Allotments Update Report. Since the production of this report the Clerk confirmed DCC's Pest Control Officer has now given the site the all clear and the allotment plot holder concerned has been told they can resume work on their plot. Advisory information has been sent to all plot holders asking them to refrain from storing materials where rats could start to nest or having potential food supplies. Cllrs expressed their thanks to DCC's Pest Control service for their support in this matter.

RECOMMENDED:

To receive this information.

5.2 Summer Bedding Planting Update Report by Town Clerk:

Prior to the meeting the Clerk had circulated to all a Summer Bedding Planting Update Report. The Clerk confirmed that earlier that day all Town Council flower beds have now been planted up with focus switching to getting all tubs planted up. Cllrs expressed their thanks to the Gardener for her sterling work and the excellent working relationship which she has developed with members of the Sedgefield In Bloom Group.

RECOMMENDED:

i) To receive this information.

ii) When planting is completed, the Chair of the Council to write a letter of thanks to the Sedgefield In Bloom Group for their assistance to the Town Council's Gardener.

6. Correspondence:

None.

The Chair thanked everyone for attending and closed the meeting at 7.41pm.

SEDGEFIELD TOWN COUNCIL

COMMUNITY DEVELOPMENT & ENGAGEMENT



Minutes of the proceedings of the **JUNE COMMUNITY
DEVELOPMENT & ENGAGEMENT COMMITTEE** of the
Council held following the **Environment Committee** in the
Parish Hall, Sedgefield, on
Monday 16th June 2025

MINUTES

Present **Cllr. Ann Carr (Chairman)**
Cllr Mavis Wayman (Vice Chairman) and
Cllrs. Allan Blakemore, Mark Cant, Mel Carr, Helen Cunningham, John
Finlayson, Peter Hinde, Dave Jasper, Myles Mantripp and Julie Towler

Officer Dr Jane Ayre (Town Clerk)

1. Apologies:

Cllrs Ciaran Butteworth, Kelly Dickerson and Jenny Haworth.

2. Declaration of interest:

None.

3. Matters of Information:

3.1 Christmas Tree Festival:

A 5ft Christmas tree has been requested for the Mayor to decorate at this year's St Edmund's Christmas Tree Festival. A themed Christmas craft activity at both local primary schools will be organized as part of this year's Snow Party event and those will feature on the Mayor's tree.

RECOMMENDED:

To receive the information and close this matter.

4. Public Participation:

The Chair, Cllr Ann Carr, closed the meeting for the public to give their views. The members of the public in attendance did not wish to make any comment. The Chair re-

opened the meeting.

5. Reports:

5.1 Summer Coach Trip Report by Town Clerk:

Prior to the meeting the Clerk had circulated to all a Summer Coach Trip report which confirmed the second Town Council coach trip of the year would be held on 20th August 2025 with tickets going on-sale from 1st July 2025. Cllrs Ann Carr and Mavis Wayman confirmed they would be happy to act as Town Council reps on this trip.

RECOMMENDED:

To receive this information.

5.2. Sedgefield Youth Club Update Report by Cllr Kelly Dickerson:

Prior to the meeting the Clerk had circulated to all a Sedgefield Youth Club Update Report by Cllr Kelly Dickerson.

RECOMMENDED:

To receive this information.

6. Correspondence:

6.1 Sedgefield Youth Club (minutes of meeting held on 19th May 2025)

Prior to the meeting the Clerk had circulated to all the minutes of Sedgefield Youth Club's Management Committee meeting held on 19th May 2025.

RECOMMENDED:

To receive this information.

6.2 Barclays Van (email from Ms Abby Robinson dated 19th May 2025):

Prior to the meeting the Clerk had circulated to all an email from Ms Abby Robinson dated 19th May 2025 in which she was asking if Sedgefield would be interested in the Barclays van visiting on a monthly basis. Cllrs said that it would be useful to have further information regarding this facility.

RECOMMENDED:

The Clerk to request further information from Ms Robinson.

The Chair thanked everyone for attending and closed the meeting at 7.48pm.

APPROVED