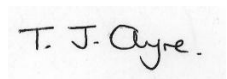

**You are hereby summoned to attend the Monthly Meeting of
Sedgefield Town Council which is to be held at 7pm on
Monday 16th June 2025 in Sedgefield Parish Hall**

AGENDA

- 1. Apologies**
- 2. Declaration of Interest**
- 3. STC Minutes / Committee Reports**
 - a. Minutes of Butterwick Road Cemetery Working Group 6th May 2025
 - b. Minutes of Annual General Meeting 19th May 2025
 - c. Minutes of Monthly Meeting 19th May 2025
 - d. Minutes of P&R Committee 19th May 2025
 - e. Minutes of Environment Committee 19th May 2025
 - f. Minutes of Community Development & Engagement Committee 19th May 2025
 - g. Minutes of Personnel Committee 27th May 2025
 - h. Minutes of Finance Working Group 29th May 2025
- 4. Matters of Information**
- 5. Dates of Meetings**
- 6. Public Participation**
- 7. Internal Reports:**
 - 7.1 Chairman's Report
 - 7.2 Mayor's Report
 - 7.3 Draft Annual Town Meeting Minutes 2025 by Town Clerk
- 8. External Reports:**
 - 8.1 Report From Durham County Councillor Chris Lines, Sedgefield Division
- 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)
 - 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)
- 10. Current Planning Applications**



Dr Jane Ayre, Town Clerk, 05 June 2025

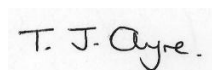
COMMITTEE:	Policy & Resources
DATE:	Monday 16th June 2025
TIME:	Following Monthly Meeting
VENUE:	Sedgefield Parish Hall

AGENDA

- 1. Apologies**
- 2. Declaration of Interest**
- 3. Matters of Information**
- 4. Public Participation**
- 5. Reports:**
 - 5.1** Butterwick Road Cemetery Expansion Update Report by Butterwick Road Cemetery Working Group

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
 - 6.2** Financial Budget Comparison (as at 4th June 2025)
 - 6.3** Debtors List as at 4th June 2025
 - 6.4** 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 Reconciliation Report by Town Clerk
 - 6.6** Finance Working Group Terms of Reference 2025/26
 - 6.7** Butterwick Road Cemetery Expansion Funding Update Report by Town Clerk
 - 6.8** Internal Audit Inspections 2025/26 Report by Town Clerk
- 7. Correspondence:**

None.
- 8. Consideration of Reports Exempt from the Public**
 - 8.1** Village Greens Update Report by Town Clerk
 - 8.2** Butterwick Road Cemetery Expansion Valuation Update Report by Town Clerk
[Note: to be issued separately]
 - 8.3** Cemetery Lodge Update Report by Town Clerk
 - 8.4** Honorarium Recommendation Report by Personnel Committee

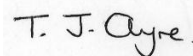


Dr Jane Ayre, Town Clerk, 05 June 2025

COMMITTEE:	Environment
DATE:	Monday 16th June 2025
TIME:	Following P&R Committee
VENUE:	Sedgefield Parish Hall

AGENDA

- 1. Apologies**
- 2. Declaration of Interest**
- 3. Matters of Information**
- 4. Public Participation**
- 5. Reports:**
 - 5.1** Rats at Winterton Allotments Update Report by Town Clerk
 - 5.2** Summer Bedding Planting Update Report by Town Clerk
- 6. Correspondence:**
 - 6.1** None

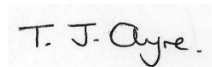


Dr Jane Ayre, Town Clerk, 05 June 2025

COMMITTEE:	Community Development & Engagement
DATE:	Monday 16th June 2025
TIME:	Following Environment Committee
VENUE:	Sedgefield Parish Hall

AGENDA

- 1. Apologies**
- 2. Declaration of Interest**
- 3. Matters of Information**
- 4. Public Participation**
- 5. Reports:**
 - 5.1** Summer Coach Trip Report by Town Clerk
- 6. Correspondence:**
 - 6.1** Sedgefield Youth Club (minutes of meeting held on 19th May 2025)
 - 6.2** Barclays Van (email from Ms Abby Robinson dated 19th May 2025)



Dr Jane Ayre, Town Clerk, 05 June 2025