

# SEDGEFIELD TOWN COUNCIL



Minutes of the proceedings of the  
**FEBRUARY MONTHLY MEETING**

of the **Council** held at **7pm** on

**Monday 9<sup>th</sup> February 2026**

in

**Sedgefield Parish Hall**

## MINUTES

<b>Present</b>	<b>Cllr. Mel Carr (Chairman),</b> <b>Cllr. Allan Blakemore (Vice Chairman) and</b> Cllrs. Ciaran Butterworth, Mark Cant, Helen Cunningham, Kelly Dickerson, John Finlayson, Peter Hinde, Dave Jasper, Myles Mantripp and Julie Towler
<b>Officers</b>	Dr Jane Ayre (Town Clerk)

**1. Apologies:**

Cllrs Jenny Haworth, Tony Stubbs and Mavis Wayman,

**2. Declaration of interest:**

None.

**3. STC Minutes / Committee Reports:**

- a. Minutes of the Monthly meeting held Monday 12<sup>th</sup> January 2026:**  
These were confirmed as a correct record. ( JF / DJ )
- b. Minutes of the P&R committee held Monday 12<sup>th</sup> January 2026:**  
These were confirmed as a correct record. ( PH / JF )
- c. Minutes of the Environment committee held Monday 12<sup>th</sup> January 2026:**  
These were confirmed as a correct record. ( JF / M Cant )
- d. Minutes of Community Development & Engagement committee held Monday 12<sup>th</sup> January 2026:**  
These were confirmed as a correct record. ( DJ / JF )
- e. Notes of Policy & Records Management Working Group held Tuesday 20<sup>th</sup> January 2026:**

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

**f. Minutes of Finance Working Group held Thursday 22<sup>nd</sup> January 2026:**

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

**g. Minutes of Estates Working Group meeting held Monday 26<sup>th</sup> January 2026:**

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

**h. Minutes of the Personnel meeting held Monday 26<sup>th</sup> January 2026:**

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

**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. The Clerk has contacted Mr Stuart Carter of DCC to make him aware of this matter. Mr Carter has confirmed receipt and will be issuing a note to existing neighbourhood plan groups to advise on the review of the County Durham Plan and implications upon neighbourhood plans. The Clerk to keep Cllrs updated on this matter. To review in 2026/27 depending upon national and County level timeframes.

**RESOLVED:**

**To receive the information.**

**4.2 Planning application DM25/01625/FPA Land to East of Beacon Avenue:**

No further information has been received regarding this planning application. The Clerk to keep Cllrs updated on this matter.

**RESOLVED:**

**To receive the information.**

**4.3 Report from County Cllr Ian Catchpole:**

A discussion meeting between both local County Cllrs and Town Cllrs to obtain more information regarding the sports proposal and how future Section 106 monies are to be managed by DCC had taken place immediately prior to this meeting. County Cllr Catchpole had agreed to keep the Town Council updated and to meet again when his

proposal had been developed further.

**RESOLVED:**

**To receive the information and to close this matter.**

**4.4 Report from County Cllr Ian Catchpole:**

County Cllr Catchpole's proposed community event had also been considered at a discussion meeting held between both local County Cllrs and Town Cllrs immediately prior to this meeting. County Cllr Catchpole is to liaise with other community organisations in the town and to keep the Town Council updated as necessary.

**RESOLVED:**

**To receive the information and to close this matter.**

**4.5 Current Planning Applications:**

Comments on planning application 1 had been submitted to DCC Planners.

Further information regarding planning applications DM/25/02441/FPA (South Hallgate) and DM/25/02641/FPA (Mahon House) had been requested. No response has been received from DCC Planners as yet. The Clerk to keep Cllrs updated on these matters.

No comments or objections were received from Cllrs in relation to planning applications DM/25/03534/LB, DM/25/03518/FPA and DM/25/03551/FPA.

**RESOLVED:**

**To receive the information.**

**5. Dates of Meetings:**

Prior to the meeting the Clerk had circulated details of all meetings in February 2026 plus civic events until June 2026.

**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.

Cllr Harvey Neave, Chairman of Bishop Middleham Parish Council, introduced himself and expressed his Council's thanks to Sedgefield Town Council, staff and Cllrs, for all their support in relation to the anaerobic digester planning application in their Parish. The response to this application, which had been refused by the Planning Inspectorate, clearly showed the impact of harnessing people power to make a difference. Cllr Neave said he would like to see more of this type of working together and continue the direct dialogue between the teams at Bishop Middleham and Sedgefield.

No other members of the public wished to make any comments.

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

**7. Internal Reports:**

**7.1 Chairman's Report:**

No report had been submitted.

**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 a report from Durham County Councillor Chris Lines.

**RESOLVED:**

**To receive this information.**

**8.2 Report from Durham County Councillor Ian Catchpole, Sedgefield Division:**

Prior to the meeting the Clerk had circulated to all a report from Durham County Councillor Ian Catchpole.

**RESOLVED:**

**To receive this information.**

**9. Correspondence:**

None.

**10. Current Planning Applications:**

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

**10.1 DM/26/00080/TPO – T2 Sycamore – fell; G2 Sycamore – Horse Chestnut – trim back from property by 2m; T6 Willow – removal of limb, crown lift to 3.5m, laterally drawback by 2m; T8 Lime – laterally draw back by 1m, Willowdene Care Home, Sedgefield:**

Cllrs did not have any objection to this application.

**10.2 DM/26/00116/FPA – single storey rear and front extensions, 1 Beaumont Close, Sedgefield:**

Cllrs did not have any objection to this application.

**10.3 DM/26/00122/FPA – installation of air source heat pump, 2 Low Green, Mordon:**

Cllrs did not have any objection to this application.

**10.4 DM/26/00153/FPA – use of existing double garage and attached stable block as a ten pen cattery, Dalveen, Salter's Lane, Fishburn:**

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 but there were not applications from within the Sedgefield Electoral Ward.

The Chair thanked everyone for attending and closed the meeting at 7.07pm.

# SEDGEFIELD TOWN COUNCIL



## Minutes of the proceedings of the **FEBRUARY P&R MEETING** of the **Council**

held following the Monthly meeting on

**Monday 9<sup>th</sup> February 2026**

in

**Sedgefield Parish Hall**

## MINUTES

### **Present**

**Cllr. Allan Blakemore (Chairman) and**

Cllrs. Ciaran Butterworth, Mark Cant, Mel Carr, Helen Cunningham, Kelly Dickerson, John Finlayson, Peter Hinde, Dave Jasper, Myles Mantripp and Julie Towler

### **Officers**

Dr Jane Ayre (Town Clerk)

#### **1. Apologies:**

Cllrs Jenny Haworth, Tony Stubbs and Mavis Wayman.

#### **2. Declaration of interest:**

Cllr Helen Cunningham declared an interest in agenda item 8.3 as she is an allotment holder. No other Cllrs made any declarations of interest.

#### **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 2<sup>nd</sup> 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. Until priority work relating to the expansion of Butterwick Road Cemetery has been completed this issue has been put on hold. Note: An update on the ponds in and near to Ceddesfeld Hall

grounds is to be considered on the Environment Committee's agenda.  
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 Tree Works At Entrance To Butterwick Road Cemetery:**

The Clerk has informed the successful contractor and requested that work is scheduled as soon as possible. The Clerk to keep Cllrs updated on this matter.

**RESOLVED:**

**To receive the information.**

**3.4 Phase 2: Cemetery Expansion:**

Work is underway to now obtain costings for the area to be paved within Butterwick Road allotments site. Works to make good the original cemetery entrance will be undertaken in Spring 2026 when the double gates revert back to being used only for pre-agreed large deliveries.

See agenda item 8.3 for Estates Working Group recommendation regarding the triangular piece of land between the allotments site and Butterwick Road.

The Clerk to keep Cllrs updated on these matters.

**RESOLVED:**

**To receive the information.**

**3.5 2026/27 Budget and Precept:**

All precept request documentation was completed and submitted to DCC well in advance of their deadline date. The agreed precept article featured in the current edition of the Sedgefield Extra. Work is now underway to produce a detailed 2026/27 income and expenditure budget based upon the 2026/27 headline version

agreed.

The Clerk and Finance Working Group to agree to 2026/27 detailed income and expenditure budget.

**RESOLVED:**

**To receive the information and to close this matter.**

**3.6 Fees and Charges 2026/27:**

Work is now underway to promote the new fees and charges.

**RESOLVED:**

**To receive the information and to close this matter.**

**3.7 Medium Term Financial Plan:**

The new Medium Term Financial Plan is now displayed on the Town Council's website.

**RESOLVED:**

**To receive the information and to close this matter.**

**3.8 CDALC Elections For Executive Committee:**

The Clerk has submitted Cllr Allan Blakemore's nomination for one of the Large Council positions.

**RESOLVED:**

**To receive the information and to close this matter.**

**3.9 Royal Garden Party Nomination:**

The Clerk has submitted Cllr Allan Blakemore's nomination.

**RESOLVED:**

**To receive the information and to close this matter.**

**3.10 Section 106 Application – Sedgefield Cricket Club:**

The Clerk has submitted a letter of support for the Cricket Club's Section 106 funding application.

**RESOLVED:**

**To receive the information and to close this matter.**

**3.11 Bus Shelter:**

Orders have now been submitted to replace the bus shelter near the Community Hospital (in 2025/26) and near Pine Ridge (in 2026/27). The Clerk has forwarded to the Chair of the Active Travel Group the suggestion from Cllrs that bus shelter repairs/replacements could be sponsored by nearby businesses.

**RESOLVED:**

**To receive the information and to close this matter.**

**3.12 Annual Fireworks Display:**

The recommendations from the meeting are now being worked through and an update report will be brought to the April 2026 P&R Committee meeting. The Clerk to keep Cllrs updated on this matter.

**RESOLVED:**

**To receive the information.**

**3.13 Community Events Working Group:**

Cllrs Allan Blakemore, Helen Cunningham, Kelly Dickerson, John Finlayson, Peter Hinde, Myles Mantripp and Julie Towler have said they would like to be involved in the new Working Group. The Clerk to schedule a meeting in March 2026, staffing resources permitting.

**RESOLVED:**

**To receive the information.**

**4. Public Participation:**

The Chair, Cllr Allan Blakemore, closed the meeting for the public to give views and comments. None of the members of the public present wished 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 Report which confirmed that all on-site works relating to the Town Council's original contract to expand the cemetery have now been completed. Several items of additional works had been identified beyond the scope of that project, i.e. installation of bollards in existing cemetery area, installation of taps and installation of noticeboards. Work is now underway with the Town Council's project manager to get the remaining works scheduled as soon as possible. The Working Group to keep Cllrs updated on this project and an update on funding is to be considered later at this meeting.

**RESOLVED:**

**To receive this information.**

**5.2 Headstone Safety Testing 2025/26 Findings Report by Town Clerk and Acting Head Gardener & Cemetery Superintendent:**

Prior to the meeting the Clerk had circulated to all a Headstone Safety Testing 2025/26 Findings Report which broke down findings in relation to Butterwick Road Cemetery, Winterton Cemetery and Beacon Lane Cemetery. The Clerk and Acting Head Gardener & Cemetery Superintendent will bring a further update report to April 2026 P&R Committee meeting following closure of the consultation period with next of kins.

**RESOLVED:**

**To receive this information.**

**5.3 Assertion 10 Update Report by Town Clerk and Projects & Media Co-ordinator:**

Prior to the meeting the Clerk had circulated to all an Assertion 10 Update Report. It was noted that a significant volume of work had take place in relation to this matter. The Clerk confirmed that all new Cllr email addresses were fully operational and that all Cllrs had now signed up for relevant training. All Town Council staff have also now undertaken required training and a programme of works is on-going being overseen by the Policy & Records Management Working Group. The Clerk confirmed that further steer would be issued to Cllrs soon regarding documentation which they may be holding. Cllr Helen Cunningham asked about Sedgefield Youth Club data and the Clerk replied this would be handled in accordance with the procedures laid down by Spennymoor Youth & Community Association as the Youth Club is delivered via an SLA with the Association, however, the Town Council would be requesting further information

from the Association on this matter. Cllr Cunningham asked if the Youth Workers should have Town Council email addresses. The Clerk replied they did not require such as they were Spennymoor Youth & Communication Association employees and therefore their employer should provide such. The Clerk to keep Cllrs updated on Assertion 10 work.

**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 12<sup>th</sup> January 2026:**

Prior to the meeting the Clerk had circulated to all details of cheques for approval after 12<sup>th</sup> January 2026 numbered 111339 to 111351. The Clerk circulated to all an updated list which also included cheques numbered 111352 to 111359. 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 111339 to 111359.**

**6.2 Financial Budget Comparison (as at 29<sup>th</sup> January 2026):**

**RESOLVED:**

**To receive the Financial Budget Comparison as at 29<sup>th</sup> January 2026.**

**6.3 Debtors List as at 29<sup>th</sup> January 2026:**

**RESOLVED:**

**To receive the Debtors List as at 29<sup>th</sup> January 2026.**

**6.4 Direct Debits and Debit Card List for 1<sup>st</sup> – 31<sup>st</sup> January 2026:**

**RESOLVED:**

**To receive the Direct Debits and Debit Card List for 1<sup>st</sup> – 31<sup>st</sup> January 2026.**

**6.5 January 2026 Bank Reconciliations Plus January 2026 Imprest Account and**

## **December 2025 Public Sector Deposit Fund Reconciliation Report by Town**

### **Clerk:**

The Clerk circulated to all the bank reconciliations for January 2026 relating to accounts held at Barclays and Imprest plus bank reconciliations for December 2025 relating to the Public Sector Deposit Fund.

### **RESOLVED:**

**To receive this information.**

#### **6.6 Butterwick Road Cemetery Expansion Funding Update Report by Town Clerk:**

In the Committee pack issued for this meeting the Clerk had included a Butterwick Road Cemetery Expansion Funding Update Report which detailed the financial position at that time in relation to this capital project. Following the most recent Butterwick Road Cemetery Working Group meeting an updated report had been issued electronically to all Cllrs as the fifth valuation payment has now been paid, initial retention monies released and transfer made to the Town Council's Public Sector Deposit Fund, all as per previous P&R Committee resolutions. The updated report showed the latest current financial position and confirmed arrangements for funding remaining on-site works which have since been added to the scope of this project. The Working Group to continue to keep Cllrs updated on this matter.

Cllr John Finlayson expressed his thanks to the Town Clerk and the Acting Head Gardener & Cemetery Superintendent for all their work on this capital project and for the clarity in information supplied to Cllrs as well as achieving this project under budget. Cllr Kelly Dickerson echoed those words.

### **RESOLVED:**

**To receive this information.**

#### **6.7 Internal Audit 2025/26 – Update Report by Finance Working Group:**

Prior to the meeting the Clerk had circulated to all an Internal Audit 2025/26 Update Report which was accompanied by Terms of Reference for those areas of Town Council work to be audited on 18<sup>th</sup> – 19<sup>th</sup> February 2026, i.e. debtors, corporate governance arrangements, budgetary control system, income and banking arrangements, review of cemeteries, risk management and review of events. In addition, there will also be a Sedgfield Youth Club internal audit. The Finance Working Group to keep Cllrs updated on these matters.

**RESOLVED:**

**To receive this information.**

**6.8 Community Chest Recommendation Report by Finance Working Group:**

Prior to the meeting the Clerk had circulated to all a Community Chest Recommendation Report by the Finance Working Group. Accompanying this report were proposed updated Terms of Reference for the Chest, with effect from 1<sup>st</sup> April 2026, to reflect the increase in Town Council's annual allocation, increase in the amount of funding which can be applied for and the application form to now be used rather than letter.

**RESOLVED:**

- i) To accept the revised Community Chest Terms of Reference and application form, both of which to come into effect on 1<sup>st</sup> April 2026.**
- ii) To actively promote the Community Chest and its new funding limits with effect from 1<sup>st</sup> April 2026.**

**6.9 2025/26 Year End Timetable Report by Finance Working Group:**

Prior to the meeting the Clerk had circulated to all a 2025/26 Year End Timetable Report by Finance Working Group. Cllr Allan Blakemore asked all Cllrs to note the date of the Special Town Council meeting on 27<sup>th</sup> April 2026 as their attendance was expected at this.

**RESOLVED:**

**To receive this information.**

**7. Correspondence:**

**7.1. Easter Picnic At Ceddesfeld Hall – Permission to Use The Lawns (email from Mrs Sarah Guest, SCA dated 27<sup>th</sup> January 2026):**

Prior to the meeting the Clerk had circulated to all an email from Mrs Sarah Guest, SCA requesting permission to use the lawns at Ceddesfeld Hall for an Easter Picnic.

**RESOLVED:**

**To give the SCA permission to use the lawns at Ceddesfeld Hall for their Easter Picnic on Easter Monday 6<sup>th</sup> April 2026 from 2pm to 4pm.**

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 Chairman, Cllr Allan Blakemore, re-opened the meeting at 7.53pm.** 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 to all a Village Greens Update Report which was duly considered and way forward agreed.

Cllr Allan Blakemore requested that agenda item 8.3 be considered prior to considering agenda item 8.2 and the implications of one impacted upon the other.

### **8.3 Town Council Land Between Butterwick Road Allotments and Butterwick Road Recommendation Report by Estates Working Group:**

Prior to the meeting the Clerk had circulated to all a Town Council Land Between Butterwick Road Allotments and Butterwick Road Recommendation Report by Estates Working Group. This was duly considered and a way forward agreed.

### **8.2 Grass Cutting Tender 2026/27 and 2027/28 Report by Town Clerk:**

Prior to the meeting the Clerk had circulated to all a Grass Cutting Tender 2026/27 and 2027/28 Report which included analysis and breakdown of the recent tendering process. This was considered and agreement made.

### **8.4 Personnel Update Report by Personnel Committee:**

Prior to the meeting the Clerk had circulated to all a Personnel Update Report by the Personnel Committee and the contents were duly noted.

### **8.5 Sedgfield Youth Club (SYC) Update Report by Cllr Kelly Dickerson:**

Prior to the meeting the Clerk had circulated to all a Sedgefield Youth Club (SYC) Update Report by Cllr Kelly Dickerson. This was duly considered and way forward agreed.

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

APPROVED

# SEDFIELD TOWN COUNCIL



## ENVIRONMENT

Minutes of the proceedings of **FEBRUARY**  
**ENVIRONMENT** of the **Council** held following the **P&R**  
in the **Parish Hall**, Sedgefield, on  
**Monday 9<sup>th</sup> February 2026**

## MINUTES

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

**Officer**                    Dr Jane Ayre (Town Clerk)

**1. Apologies:**

Cllrs Jenny Haworth, Tony Stubbs and Mavis Wayman.

**2. Declaration of interest:**

None.

**3. Matters of Information:**

**3.1 Heritage Boards:**

Funding is not available for this project via DCC. This matter to be reconsidered when the Town Council's 2026/27 budget setting process commences although there may be a possibility that funding could be sourced as part of the Active Travel Group's work to rebrand and republish all walking information within the Sedgefield Electoral Ward. The Finance Working Group to keep Cllrs updated on this matter.

**RECOMMENDED:**

**To receive the information.**

**4. Public Participation:**

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

County Cllr Ian Catchpole queried if there had been any feedback from the Youth Club as to

whether they wished to purchase a printer via his Cllr funding. Cllrs Towler and Dickerson did not have any updated but believe access to such funding was not possible as the Youth Club did not have their own bank account.

County Cllr Chris Lines expressed his thanks to the Clerk and Acting Head Gardener & Cemetery Superintendent for their support in making the current community payback project possible and noted this was to be considered under agenda item 5.1. County Cllr Lines said there would be publicity undertaken regarding this work and hopefully this would make a difference to the back land prior to the Spring. County Cllr Lines reiterated that ultimately the problem is one that is being created by the property owners who are not cutting back their overgrown shrubbery.

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

## **5. Reports:**

### **5.1 Community Payback Project Report by Town Clerk:**

Prior to the meeting the Clerk had circulated to all a report regarding the Community Payback Project which co-ordinated by County Cllr Chris Lines to oversee the cutting back of the footpath that runs from North End to East End as referenced during Public Participation earlier.

#### **RECOMMENDED:**

**To receive this information.**

### **5.2 Ponds in and near Ceddesfeld Hall Grounds Update Report by Estates Working Group:**

Prior to the meeting the Clerk had circulated to all an update report regarding the ponds in and near Ceddesfeld Hall Grounds which was accompanied by a detailed proposal by Ms Victoria Raitt, DCC's Senior Ecologist. The Clerk will schedule a further meeting of Town Cllr representatives, Acting Head Gardener & Cemetery Superintendent, Ms Raitt and both local County Cllrs in order to progress this matter. The Estates Working Group will keep the Committee updated.

#### **RECOMMENDED:**

**To receive this information.**

## **6. Correspondence:**

### **6.1. Tree Number 67 – London Plane/footpath (email from Ms Alison Jones dated**

**22<sup>nd</sup> January 2026):**

Prior to the meeting the Clerk had circulated to all an email from Ms Alison Jones in which she expressed her concerns regarding tree number 67 and nearby footpath. It was agreed this matter be considered by the Estates Working Group as it is currently seeking quotations for potential works required around village green areas.

**RECOMMENDED:**

**The Estates Working Group to consider this as a matter of urgency and consider whether to include when seeking quotations.**

**6.2. Fen Carr Consultation – Hardwick Park (email from Ms Lindsay Archer, DCC dated 2<sup>nd</sup> February 2026):**

Prior to the meeting the Clerk had circulated to all electronically an email from Ms Lindsay Archer of DCC informing the Town Council of a DCC live consultation relating to making improvements to the Fen Carr area of Hardwick Park. The Clerk confirmed that this consultation has been promoted by the Town Council as well as local County Cllrs.

**RESOLVED:**

**Town Cllrs to complete this consultation as private residents rather than submit a corporate Town Council response.**

The Chairman thanked everyone for attending and closed the meeting at 7.47pm.

# SEDGEFIELD TOWN COUNCIL

## COMMUNITY DEVELOPMENT & ENGAGEMENT



Minutes of the proceedings of the **FEBRUARY  
COMMUNITY DEVELOPMENT & ENGAGEMENT  
COMMITTEE** of the **Council** held following the  
**Environment Committee** in the **Parish Hall**, Sedgefield, on  
**Monday 9<sup>th</sup> February 2026**

## MINUTES

**Present** **Cllr. Allan Blakemore (Chairman) and**  
Cllrs. Ciaran Butterworth, Mark Cant, Mel Carr, Helen Cunningham, Kelly  
Dickerson, John Finlayson, Peter Hinde, Dave Jasper, Myles Mantripp and Julie  
Towler.

**Officer** Dr Jane Ayre (Town Clerk)

**1. Apologies:**

Cllrs Jenny Haworth, Tony Stubbs and Mavis Wayman.

**2. Declaration of interest:**

None.

**3. Matters of Information:**

**3.1 Snow Party:**

Work is yet to commence on this event. As preparations commence then update reports will be brought to Committee.

**RECOMMENDED:**

**To receive the information and close this matter.**

**4. Public Participation:**

The Chairman, Cllr Allan Blakemore, closed the meeting for the public to give their views. No members of the public present wished to speak. The Chairman re-opened the meeting.

**5. Reports:**

**5.1 Citizen of the Year Award 2025 and Young Citizen of the Year Award 2025**

**Report by Town Clerk:**

Prior to the meeting the Clerk had circulated to all a Citizen of the Year Award 2025 and Young Citizen of the Year Award 2025 Report. The Clerk confirmed the system is now live for people to be able to submit their nominations. Going forward to ensure compliance with GDPR when nominations have closed the Clerk will be required to contact all those who have been nominated to ask if they are happy for their nomination to go forward to Selection Panel for consideration. The winners of the 2025 Awards will be announced at the Annual Town Meeting on Tuesday 5<sup>th</sup> May 2026.

**RECOMMENDED:**

**To receive the information.**

**6. Correspondence:**

**6.1. Sedgefield Youth Club (minutes of meeting held on 26<sup>th</sup> January 2026):**

Prior to the meeting the Clerk had circulated to all minutes of the Sedgefield Youth Club meeting held on 26<sup>th</sup> January 2026 and the Clerk confirmed these were displayed on the website.

**RECOMMENDED:**

**To receive this information.**

The Chair thanked everyone for attending and closed the meeting at 7.52pm.