

SEDGEFIELD TOWN COUNCIL



Minutes of the proceedings of the **APRIL MONTHLY MEETING** of the **Council** held at
7 p.m. in the **Council Offices**, Sedgefield, on
Monday 9th April 2018

Present **Cllr. Mel Carr (Chairman)**
Cllr. Gloria Wills (Vice-Chairman) and
Cllrs. Allan Blakemore, David Brown, Mark Cant, Ann Carr, Alda Hummelinck,
Chris Lines, Julie Towler, Alfred Walton, Fiona Warrand and Mavis Wayman

Officer Dr Jane Ayre (Town Clerk)

1. Apologies

Cllrs. Vanessa Carmichael and Leo McCormack.

2. Declaration of interest

None.

3. STC Minutes / Committee Reports

a. Minutes of Joint Sedgefield In Bloom and Town Council Meeting held Thursday 8th March 2018:

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

b. Minutes of the Monthly meeting held Monday 12th March 2018

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

c. Minutes of the P&R committee held Monday 12th March 2018

These were confirmed as a correct record. (GW / M Carr)

d. Notes of Youth Working Group Meeting held Monday 19th March 2018

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

e. Minutes of Extraordinary Town Council Meeting held Monday 19th March 2018

Cllr Gloria Wills requested the final paragraph before the resolution of these minutes had the final wording added "... while Cllrs Wills and Carmichael voted against the motion". Cllrs agreed to this additional wording. With the inclusion of the above amendment these were confirmed as a correct record. (GW / Mel Carr)

f. Minutes of Community Development & Engagement Committee Meeting held Monday 19th March 2018

These were confirmed as a correct record. (CL / M Carr)

g. Minutes of Environment Committee Meeting held Monday 19th March 2018

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

h. Minutes of Finance Working Group Meeting held Wednesday 21st March 2018

These were confirmed as a correct record. (GW / M Carr)

i. Minutes of Policy & Records Management Working Group Meeting held Thursday 22nd March 2018

These were confirmed as a correct record. (GW / M Carr)

j. Minutes of the Estates Working Group held Monday 26th March 2018

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

k. Minutes of Personnel Committee held Monday 26th March 2018

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

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

4. Police Report by Inspector Sarah Honeyman and Sgt Alex Clarke:

The Chair welcomed Inspector Honeyman and Sgt Clarke to the meeting and reminded all that their attendance was as a result of a request made at the Council's previous Monthly Meeting following consideration of a letter from Mr Ron Hogg. In addition, public comments made during the recent Community Development & Engagement Committee meeting had been collated by the Clerk and forwarded to Inspector Honeyman and Sgt Clarke for consideration prior to this meeting.

Inspector Honeyman thanked the Town Council for the opportunity to attend this meeting. She acknowledged that over recent months, particularly since January 2018, there have been a number of issues in the Town and the purpose of this visit was to report on those and the proposal as to how to address these. In addition to comments made by the public at a recent Town Council meeting, Inspector Honeyman also understood the comments raised by members of the public who had attended the latest Neighbourhood Watch meeting. It is felt that there are two particular areas of concern. Firstly, some instances of anti-social behaviour and secondly, the number of young people travelling into the Town on Friday and Saturday evenings. It needed to be recognised that not all young people are misbehaving. Whilst there have been suggestions that a further public meeting is held it is felt that now issues have been highlighted the best way is to take those to a specially organized multi-agency meeting on 19th April 2018 in order to try to seek solutions for the issues of raised. Whilst the Police can tackle crime they alone cannot resolve all the issues raised by residents and need help from others including Durham County Council, youth workers, social services, AAP, schools, Town Council and others. It is hoped that from this meeting a Plan

can be developed which includes engaging directly with young people. Inspector Honeyman noted that residents has suggested Dispersal Orders be used in the Town as a way to combat problems. Inspector Honeyman explained how Dispersal Orders are authorized and work and that in total 7 were issued in Sedgefield during 2017 compared to 5 having been issued in the Town since January 2018. The Specials who cover the Town have also been involved in the delivery of such Orders to support uniformed officers when on rest days.

Sgt Clarke reported that on Friday 6th April 2018 a knife had been recovered from a female youth in the grounds of Ceddesfeld Hall. No-one had been injured as a result of this matter, however, prosecution is now taking place. Police investigation has revealed that the recent unprecedented numbers of young people coming to and congregating in the Town centre are as a result of a SnapChat social media group issuing an open invitation to Sedgefield. This is the reason for the large numbers of young people from outside the traditional area coming into the Town, e.g. Bowburn, Horden, Ferryhill, Darlington and West Cornforth. It is apparent that the parents of many of these young people travelling into the area are unaware of where their children are and for this reason the Police see focusing upon schools and parents as being a key part of multi-agency work going forward. The Police are confident that alcohol is not being bought in the Town by the under-age as all businesses have passed recent ID25 tests.

Cllr Alf Walton asked what a Dispersal Order is. Sgt Clarke explained that it is a direction to leave an area for a set period of time. If this direction is breached then an individual can be arrested. The direction is issued to individuals who are identified as being ring leaders/nuisances, however, once the time period for the Order has lapsed then the individual can return to the area. Inspector Honeyman said that Dispersal Orders are not a long-term solution and are not the appropriate tool for dealing with 150-200 young people in a Town centre. What is needed is action to deter young people from outside the area.

Cllr Gloria Wills asked if there was any experience or lessons that could be shared/learned from elsewhere in the county or region dealing with the same issues. In addition, Cllr Wills asked about Public Spaces Protection Orders which would need to be implemented by Durham County Council and how such could work as she understood they could not be applied carte blanche across the whole Town. Sgt Clarke confirmed that at the forthcoming multi-agency meeting some of the Police's problem solvers will be coming along with suggestions of good practice from elsewhere. Discussions have already commenced with Durham County Council regarding Public Spaces Protection Orders and the County Council have said they are willing to look at this further and discuss more at the meeting on 19th April

2018. Inspector Honeyman said that most of the young people in the Town on Friday and Saturday evenings are behaving acceptably but it is the sheer number which is causing some people to feel intimidated. Sgt Clarke reported that other areas in the county have identified spaces where it is accepted that young people can, eg in Shildon young people can congregate at Shildon Park as an area which is away from residents. Unfortunately there is no such area in Sedgfield so the current situation is that young people are effectively moved on from one area to another so as to try to avoid upsetting residents and businesses.

Cllr Chris Lines asked if the Community College were going to be attending the meeting on 19th April 2018. Inspector Honeyman reported that as the invitation was issued during the school Easter holidays it is envisaged that the College will reply when they return. Cllr Lines reported that during previous discussions with the Community College they had said they had a Friday afternoon parent messaging service and Cllr Lines wondered if this was a service that could be used to make parents aware of issues on Friday and Saturday evenings. It was agreed this should be considered at the meeting on 19th April 2018. Cllr Fiona Warrand reported that similar text messaging services are used regularly by other schools as a means of communicating with parents. Inspector Honeyman reported that Police Officers and PCSOs are trying to obtain details of young people who are in the Town at weekends in order to identify the geographical range from which they visit so that communications can be spread as widely as possible. Ultimately the aim is to have just young people from the Sedgfield area in the Town and for them to have an identified area to go which is acceptable to all. It was agreed that intervention measures should be put in place as the nights get lighter and there is a greater likelihood of young people staying out later.

Cllr Alf Walton commented that in the previous summer young people had moved over to Hardwick Park but had left their litter behind. Inspector Honeyman replied that there had been problems in Hardwick Park the previous summer and a Dispersal Order from that location had been needed at one time. Sgt Clarke confirmed that the Police had engaged with local Park Wardens and it had been agreed that if bin bags could be provided and young people tidied up their rubbish then such an arrangement could be tolerated.

Cllr Mavis Wayman commented that there is obviously a lot of energy in the Town on Friday and Saturday nights and asked if young people could be given something to do so as to harness that in a positive way? She also asked that if certain children had been misbehaving and been identified by the Police then why could their parents not be held responsible? Sgt Clarke said that for any young person caught misbehaving they can end up going through

the judicial system and parents are a part of that process. Ultimately this is a matter of how children are being brought up and some education is required regarding parental skills. Cllr Allan Blakemore said this should not be about criminalizing young people but about teaching them respect. Cllr Wills agreed that adults needed to play a part in this process and recognize these are young people. She felt that many adults were intolerant and did not appreciate the difficult society in which young people now live and the pressures that they face. Cllr Wills said that fully endorsed the multi-agency approach where all parties work together. Inspector Honeyman said that many young people do not want to undertake tasks but to simply meet and chat with their friends.

The Chair, Cllr Mel Carr, asked if Cllrs had any other questions regarding issues in the Town on weekends or the forthcoming multi-agency meeting. Cllrs did not have any further questions.

Inspector Sarah Honeyman reported that in mid-March 2018 a review of demand and resources across the Durham Constabulary area was undertaken by the Police Command Team. It was identified that the biggest issues are within the areas to the East of the area including Peterlee and Seaham. As a result of this a decision has been made to lose a Sgt post in our neighbourhood policing area which has meant that from 1st April 2018 Sgt Clarke takes on responsibility for Shildon as well as Sedgefield. This is a far from ideal situation due to the geographical distance between the two localities, the differences in composition, circumstances and issues to be dealt with as well as MP areas. Whilst the number of Police Officers in both localities will remain the same and Sgt Clarke will continue to work hard to cover both areas there will be an impact. Cllr Gloria Wills said that the matter of police numbers had been in the news only earlier that evening. Cllrs Wills noted that at the last CDALC Larger Councils Forum meeting Mr Ron Hogg had given a presentation and answered questions regarding the Police Force's 2018/19 precept increase which was needed in order for the Force to be able to stand-still. However, it is now apparent that Sedgefield's policing will not be standing-still despite the precept increase but will be decreasing as resources are being moved elsewhere. Cllr Wills proposed that the Town Council complaint about this matter. The Clerk reported that under agenda item 8.3 she would give an update on such actions being taken by Shildon Town Council.

With reducing Police resources Cllr Alf Walton asked how it was possible that for some incidents significant resources are allocated. Inspector Honeyman explained the Police have protocols for major incidents whereby resources are allocated and brought in from other areas to support. Also when such incidents occur then decisions are made to cancel rest

days.

The Chair, Cllr Mel Carr, thanked Inspector Honey and Sgt Clarke for their attendance.

RESOLVED:

To receive this information.

5. Matters of Information:

5.1 Meeting Organised by County Cllr Robinson:

The Clerk has requested from Ms Jane Bellis of the EDRC AAP a copy of the minutes from the youth related meeting organized by County Cllr John Robinson attended by Cllr Chris Lines representing Sedgefield Town Council on 7th December 2017. No minutes have been received as yet. The Clerk to share with Cllrs the minutes when received.

RESOLVED:

To receive this information.

5.2 The Sedgefield Plan:

An email was issued through the Residents Database regarding the Extraordinary Town Council meeting held on Monday 19th February 2018 in addition to information on the Council's website, noticeboards and on Twitter.

RESOLVED:

To receive this information.

5.3 Co-option of Councillor:

Notices of Casual Vacancy have been displayed in the Town and on the Council's website from 14th March 2018 and will remain there until 27th April 2018.

The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive this information.

5.4 Land to the South of Eden Drive:

No further complaints have been received regarding the state of the road and verges near to the large scale development on Eden Drive.

Cllrs to continue to monitor this area, take photographs and report to DCC any further incidents of such activity.

RESOLVED:

To receive this information.

5.5 Butterwick Road Construction Site:

The Clerk has not received any response from DCC regarding the issues raised in an email received from Mrs Pauline Tweddell regarding the building plot opposite the cemetery at Butterwick Road cemetery. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive this information.

5.6 Current Planning Applications:

The Clerk has forwarded to DCC Planning Officers comments on applications 1-3.

Planning applications DM/18/00407/FPA, DM/18/00522/FPA AND DM/18/00719/FPA were discussed at the Environment Committee meeting held on 19th March 2018.

RESOLVED:

To receive this information and to close this matter.

6. Dates of Meetings

Dates of meetings taking place in April 2018 had been circulated prior to the meeting together with the dates of events from April – December 2018. The Clerk reported that the Town Council's Summer Coach Trip has now been confirmed as taking place on Thursday 28th June 2018 and work will be underway soon to publicise this.

RESOLVED:

To receive this information.

7. Public Participation:

The Chairman, Cllr Mel Carr, closed the meeting whilst the public gave their views and comments.

Mr Alan Pattison commented that he had been away and had missed the Council's March 2018 meetings. He said that he had been aghast to learn about the motions resolved in relation to The Sedgefield Plan and questioned how so few Cllrs could have been present. He believed that this had represented a paper exercise and had accommodated Durham County Council's requests. Mr Pattison gave an example from his former career as a Police Officer whereby if an original file is work on this did not constitute a new file being created. He felt the decision made by the Council was done without a mandate to do so. Cllr Mel Carr replied that there were inaccuracies in Mr Pattison's comments and that an update regarding The Sedgefield Plan would be given under agenda item 11.1.

Mr Howard Smith said that it had been good to see the Police in attendance at the Council meeting but was disappointed that they had not stayed to hear Public Participation. Mr Smith informed Cllrs that the willow vicar in the grounds of Ceddesfeld Hall car park had been destroyed and the Police informed of this matter. Mr Smith said the Police had responded well to this incident. Mr Smith said he had spoken to a business owner from the centre of the Town who had said he did not want to see large groups of youths in this locality and reiterated his comments from earlier Council meetings that he knew of elderly residents who felt too intimidated to go out at night. He had noted the Police's comments about the recent blade incident in the Town and was concerned that this had moved things to a new level. Mr Smith said that he felt there is an undercurrent in the Town which has not been present before and he hoped that organisations do get together and make a difference. Mr Smith concluded by reporting about an incident outside the Social Club on Saturday night.

Mrs Sarah Guest said she felt that there was a lack of services for young people in the Town and gave the examples of those relating to mental health, social services, detached youth workers, family support and drug support. Mrs Guest asked if the Town Council could apply pressure on Durham County Council for such services to be increased? Mrs Guest said that if parents did not know where their children were then this was a form of child abuse. She concluded by asking if the Family Information Service would be present at the multi-agency meeting. Cllr Mel Carr replied that the forthcoming multi-agency meeting was being organized and hosted by Durham County Council and not the Town Council.

With regards to the multi-agency meeting, Mrs Julia Bowles asked if resident representatives would be invited to the meeting or if residents could come along to observe? Cllr Mel Carr reiterated that it is a Durham County Council organized meeting. Mrs Bowles said that she would raise this matter directly with the Police at the next PACT meeting. Mrs Bowles noted

that it was nearly a year since she had suggested the Town Council consider holding quarterly public meetings. Whilst this had been recognised as a good idea she did not see any progress. Cllr Mel Carr replied that there had been a public meeting in January 2018 in relation to The Sedgefield Plan and the wider issue of public meetings was on the Policy & Records Management Working Group's agenda for progression. Finally, Mrs Bowles asked if the Town Council had investigated the matter of potentially £1.2 million of unspent S106 monies available to the Town. The Clerk replied this matter had been investigated and reported back at the last Environment Committee meeting. The Clerk said she would email Mrs Bowles directly.

Mr Andy Lister reminded everyone of the importance of individuals continuing to report criminal matters or concerns directly to the Police via 101 and not to get personally involved in any such matters but to leave this to the professionals. Mr Lister also suggested that the Town Council consider writing a report for the public regarding the positive work which is being undertaken to try to overcome current issues.

Cllr Mel Carr thanked the public for their comments and re-opened the meeting.

8. Internal Reports:

8.1 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 this information.

8.2 Mayor's Report:

The Mayor reported that he had had a quiet month but limited tickets remained for his final forthcoming fund raiser, a Hog Roast event at Sedgefield Cricket Club on 20th April 2018.

RESOLVED:

To receive this information.

8.3 Consideration of Implications of Policing Changes Report by Town Clerk:

Prior to the meeting the Clerk had circulated to all a Consideration of Implications of Policing Changes Report. The Clerk informed Cllrs that this related to the issue of Sgt

Clarke now having responsibility for Sedgefield and Shildon with effect from 1st April 2018 as discussed under agenda item 4. The Clerk reported that she had spoken to the Clerk from Shildon Town Council. Shildon Town Council have grave concerns regarding the loss of a Sgts post and as a result have written to Mr Michael Barton (Chief Constable), Mr Ron Hogg (Police Commissioner) and Ms Helen Goodman (MP). Ms Goodman has responded to the Town Council expressing shared concerns and will be writing directly to Mr Barton. Mr Hogg has agreed to attend a future Shildon Town Council meeting to discuss.

Cllr Allan Blakemore proposed that the Town Council write to Mr Barton, Mr Hogg and M Phil Wilson MP to highlight that this is not a stand-still arrangement but a dilution of service in our neighbourhood policing team. Cllr Blakemore said that neighbourhood policing needs to be contactable and known. The loss of direct representation at Town Council meetings has had an impact. Cllrs agreed.

RESOLVED:

- i) The Clerk to write to Mr Michael Barton, Mr Ron Hogg and Mr Phil Wilson to make them aware of the Town Council's concerns at the loss of a Sgts post from the local neighbourhood policing team.**
- ii) The Clerk to contact Mr Steve Ragg to ask if other Town and Parish Councils would be happy to also complain on this matter and for this to be discussed at the next Larger Councils Forum meeting on 24th May 2018.**

9. External Reports:

None.

10. Correspondence

10.1 Proposed Diversion of Public Footpath 16 Sedgefield – Taylor Wimpey (email from Mr Mike Ogden, DCC Access and Rights of Way Team Leader dated 15th March 2018):

Prior to the meeting the Clerk had circulated to all an email from Mr Mike Ogden, DCC Access and Rights of Way Team Leader dated 15th March 2018 in relation to the proposed diversion of public footpath 16 in Sedgefield through the Taylor Wimpey development.

Cllr Gloria Wills reminded Cllrs that this matter had been looked at because as a result of the development at Eden Drive a proposal had been received to divert the public

footpath whereby people were then being asked to walk through a housing estate. The Town Council had expressed the view that it would be much better for people to walk a more scenic route which would benefit walkers and visitors without imposing upon residents. Cllr Wills felt Mr Ogden's response was patronizing as people did have a right of way through an open field and are now being offered a right of way through a housing estate. Any permissive right could be blocked off at any time. Cllrs agreed that their original view remains the same despite Mr Ogden's email and that the Town Council wishes its suggested right of way to remain, i.e. a scenic route not one through a housing estate.

RESOLVED:

The Clerk to write to Mr Ogden informing him of the Town Council's wishes.

10.2 Eden Gardens, Sedgefield (email from Dr James Larcombe dated 3rd April 2018):

The Clerk circulated to all for information an email from Dr James Larcombe dated 3rd April 2018 which he had submitted to DCC Planning Officers expressing his concerns regarding Eden Gardens in Sedgefield. Dr Larcombe requested this information be shared with Town Councillors for their information.

Cllr Mel Carr commented that a large sign has been erected in the horse/stable field advertising Eden Gardens. No planning permission has been submitted in relation to this. Cllrs requested the Clerk investigate this matter.

RESOLVED:

i) To receive this information.

ii) The Clerk to report the matter of the advertising signs regarding Eden Gardens to DCC Planning Officers.

11. The Sedgefield Plan:

11.1 The Sedgefield Plan Update Report by Town Clerk:

Prior to the meeting the Clerk had circulated to all a Sedgefield Plan Update Report which was accompanied by a letter sent to Mr Stuart Carter of DCC on 29th March 2018 informing him of the Town Council's decision following an Extraordinary Meeting held on 19th March 2018. The Clerk also circulated to all for information a response which had been sent to Mrs Julia Bowles earlier on 9th April 2018 in response to questions from the SVAG received on 21st March 2018. The Clerk confirmed that the Town Council's Regulation 14 pre-submission statutory consultation period had

commenced on 9th April 2018 and circulated to all a copy of the letter issued along with the distribution list for that letter. The consultation period will close on 23rd May 2018. Finally, the Clerk had arranged a meeting with Mr Stuart Carter of DCC on Friday 20th April 2018 at 9.30am in the Town Council Offices to commence the Plan's health check process. An invitation email will be issued to all Cllrs.

RESOLVED:

i) To receive this information.

ii) The Clerk to issue an invitation to all Cllrs for the meeting with DCC on 20th April 2018.

12.1. 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):

12.1 DM/18/00716/FPA – erection of a pig rearing and finishing unit (building 1 of 2) with associated hardstandings, access track improvements and landscaping, Sprucely Farm, Sedgefield:

12.2 DM/18/00717/FPA – erection of a pig rearing and finishing unit (building 2 of 2) with associated hardstandings, access track improvements and landscaping, Sprucely Farm, Sedgefield:

Cllrs considered the above planning applications and requested that the Clerk liaise with the DCC Planning Officer responsible to find out the exact sizes of the buildings being proposed, what arrangements are being put in place for waste produced from the site, what arrangements are put in place for drainage when considering the nearby River Skerne and what arrangements are to be put in place for foul air when considering the prevailing wind in the West.

RESOLVED:

Cllrs to consider the above planning applications at the Environment Committee meeting to be held on Monday 16th April 2018.

12.2. Sedgefield Squash Club Extension (emails and drawings from Mr Steve Welton dated 19th and 27th March 2018):

Prior to the meeting the Clerk had circulated to all emails and drawings from Mr Steve Welton dated 19th and 27th March 2018 detailing Sedgefield Squash Club's latest thoughts on its

future expansion project. Cllrs agreed that they were happy with the proposals being presented and would consider these once they had been formally submitted to DCC and released for consultation. Cllr Mel Carr said that it was important to ensure the proposals now being presented were on the land identified for the original planning permission, i.e. that reflected in the new Ceddesfeld Hall lease.

RESOLVED:

i) To receive this information.

ii) The Clerk to give feedback to Mr Welton and seek confirmation that the new planning proposals are to be solely upon the footprint used in the originally granted permission, i.e. that reflected in the new Ceddesfeld Hall lease.

12.3 Additional Planning Applications:

The Clerk circulated to all details of the following planning applications which had been published the previous week and earlier that day:

DM/18/00913/FPA - two storey side and front extensions, and widening of vehicular entrance/hardstanding, 14 Butterwick Road, Fishburn

DM/18/00922/FPA – balcony to rear of existing first floor garage extension, 6 Farfield Manor, Sedgfield

DM/18/00827/FPA – extension of existing veterinary hospital to provide additional consulting, treatment and educational space and provision of additional visitor and staff car parking with associated landscaping, Wear Referrals Veterinary Hospital, Bradbury

DM/18/01027/FPA – single storey rear/side extension, 14 Belsay Court, Sedgfield

RESOLVED:

The above planning applications to be considered at the Environment Committee meeting on Monday 16th April 2018.

The Chair thanked everyone for attending and closed the meeting at 8.21pm.

SEDGEFIELD TOWN COUNCIL

POLICY & RESOURCES



Minutes of the proceedings of the **APRIL POLICY & RESOURCES** of the Council held following the Monthly meeting in the **Council Offices**, Sedgefield, on **Monday 9th April 2018**

Present **Cllr. Gloria Wills (Chairman)**
Cllr. Mel Carr (Vice-Chairman) and
Cllrs. Allan Blakemore, David Brown, Mark Cant, Ann Carr, Alda Hummelinck,
Chris Lines, Julie Towler, Alfred Walton, Fiona Warrand and Mavis Wayman

Officer Dr Jane Ayre (Town Clerk)

1. Apologies

Cllrs. Vanessa Carmichael and Leo McCormack.

2. Declaration of interest:

None.

3. Matters of Information:

3.1 Creating a Mayors Charity:

The Charity Commission have now responded to the Town Council's application to create a Mayor's Charity. Further work is now required on the constitution and a new application form needs to be submitted. This matter is on the agenda of the Finance Working Group and will be progressed once the issue of the Council's banking arrangements have been finalized following the announcement of the closure of the Barclays Branch in Sedgefield. A recommendation report will be produced for a future P&R Committee meeting. The Clerk to keep Cllrs updated.

RESOLVED

To receive the information.

3.2 Hardwick Hall Hotel – Premises Licence Variation:

The Clerk has informed Ms Helen Johnson and Ms Yvonne Raine of DCC that the Town Council does not have any objections to the variation being sought in relation to the premises licence for Hardwick Live but would request future events are scheduled so as not to clash with Sedgefield Show. The Clerk has also reminded these DCC Officers of item 4a in the Entertainment Noise Control Action Plan and requested that such information is provided to the Town Council. Ms Helen Johnson has confirmed receipt of the Town Council's correspondence. No further information has been received. The Clerk to keep Cllrs updated.

RESOLVED

To receive the information.

3.3 Sedgefield Town Council Corporate Plan:

This matter has been discussed at the Policy & Records Management Working Group meeting held on 20th September 2017. A report will be brought to a future P&R Committee meeting for consideration, however, the Group's priority at the moment are the General Data Protection Regulations (see agenda item 5.3). The Clerk to keep Cllrs updated.

RESOLVED

To receive the information.

3.4 Quality Award:

The Clerk has liaised with Mr Steve Ragg of CDALC regarding which draft minutes need to be placed onto a Council's website in order to comply with the Quality Award criteria. The Clerk to discuss this matter with the Policy & Records Management Working Group and bring a recommendation to a future P&R Committee meeting. The Clerk to keep Cllrs updated on this matter.

RESOLVED

To receive the information.

3.5 Imprest Account:

Barclays have confirmed the Council's Bank Mandate has successfully been updated. Documentation has submitted to BT in order to amend the Town Council's direct debits. Once transferred to the Council's main account arrangements will be put in

place to close the Imprest Account. The Clerk to keep Cllrs updated on this matter.

RESOLVED

To receive the information.

3.6 Legal Issues (Butterwick Road Cemetery):

The Clerk has informed Mr Anthony Walters that the Town Council instruct him to oversee the registration of Ceddesfeld Hall and grounds once information has been obtained by the Clerk from the Church of England archives. Note: No information has yet been forwarded from the Church of England archives, however, additional request paperwork issued to the Clerk has now been completed.

An on-site meeting at Butterwick Road Cemetery between Town Cllrs and Ms Claire Hanson (Assets) and Mr Alan Glenwright (Highways) of DCC took place on Wednesday 28th March 2018 to consider the covenants on the land owned by DCC and discuss a potential new access. The Clerk reported that she had received an email from Ms Hanson on 6th April 2018 explaining that she was now looking into the Town Council's query and would need to discuss a new valuation with her manager before being able to send out amended Heads of Terms. Unfortunately Ms Hanson is now on leave until 16th April 2018 but hoped to have something issued to the Town Council by the end of April 2018. This would then be considered at a Butterwick Road Cemetery Working Group meeting (yet to be scheduled) in order that a recommendation can be brought to P&R. The Clerk to keep Cllrs updated on this matter.

RESOLVED

To receive the information.

3.7 Legal Issues (Bin Stores on Village Green):

The Clerk has made Ms Susan Porter of DCC aware of a further bin store near to the Post Office and requested an on-site meeting between a DCC representative and Town Councillors in order to discuss this matter. Ms Porter has confirmed receipt of this request and forwarded it to her Line Manager who is currently on annual leave. Ms Porter has reported that in terms of the bin stores which the Town Council has highlighted she can confirm that a DCC Officer has inspected them and that they do not require planning permission. The Clerk to keep Cllrs updated on this matter.

RESOLVED

To receive the information.

3.8 Dying To Work Campaign:

The Clerk has made Ms Carly Stobbs of DCC's HR Department aware of the Town Council's decision to sign up to the TUC Dying To Work Charter. This Charter will be appropriately incorporated into any relevant in-house personnel policies accordingly. This matter now to be overseen by the Personnel Committee. To close this item.

RESOLVED

To receive the information and to close this matter.

3.9 Draft Revised Charter between DCC and Local Councils in County Durham:

Mr Steve Ragg of CDALC reported at the Larger Councils Forum meeting on 22nd February 2018 that he has now collated all feedback on the Charter and will be progressing this through the CDALC Executive working towards formal adoption. The Clerk to keep Cllrs updated on this matter.

RESOLVED

To receive the information.

3.10 Tree Work – Horse Chestnut:

DCC have now given authorization for the proposed tree work to be performed on the Horse Chestnut tree in the grounds of Ceddesfeld Hall. The Clerk has informed AW Treecare and asked that they give an indication of when this work will be undertaken so that the SCA can be made aware as a courtesy. Cllr Alf Walton believed this work would be undertaken within the next fortnight. The Clerk to keep Cllrs updated on this matter.

RESOLVED

To receive the information.

3.11 Meeting with District Church Council Members:

Due to staff absence the research day booked at the Durham Records Office to progress research into the matters raised during the recent meeting with District

Church Council members has been cancelled. This will be rescheduled when staffing resources are available.

The Clerk to keep Cllrs updated on this matter.

RESOLVED

To receive the information.

3.13 Station Road and Mitford Court – letters to residents:

The letters agreed by Cllrs at the last P&R Committee meeting for issue to residents whose properties border onto Station Road Playing field and land owned by the Town Council at Mitford Court were dispatched the week commencing 2nd April 2018.

The issue of trees at Haseldon Grove was discussed at the Environment Committee meeting held on 19th March 2018.

The Clerk to keep Cllrs updated on this matter.

RESOLVED

To receive the information.

3.14 Cheques for Approval:

The cheque for Zurich Municipal has now been posted.

RESOLVED

To receive the information and to close this matter.

3.15 New Premises Licence Application – The Impeccable Pig:

The Clerk requested additional information from Ms Carol Graham of DCC and this matter was discussed further at the Environment Committee meeting held on 19th March 2018.

RESOLVED

To receive the information and to close this matter.

3.16 Durham Community Action – Request for Case Study:

This matter was discussed at the Community Development & Engagement Committee meeting held on 19th March 2018.

RESOLVED

To receive the information and to close this matter.

3.17 Sedgefield In Bloom Group Matters:

Cllr Alf Walton and the Head Gardener & Cemetery Superintendent are preparing a specification for a suitable medium sized tractor to accommodate the Town Council's needs and will present quotations to the Finance Working Group in the first instance for a recommendation to be brought to a future P&R Committee meeting. The Clerk to keep Cllrs updated on this matter.

RESOLVED

To receive the information.

3.18 Treeworks in grounds of Ceddesfeld Hall:

The Clerk has requested from AW Treecare a specific programme of works so that this matter can be considered again by the P&R Committee. The Clerk to commence preparing a Corporate Plan and Asset Management Plan as time and resources allow. The Clerk to keep Cllrs updated on this matter.

RESOLVED

To receive the information.

3.19 Town Council Trailer:

A purchase order has now been submitted to Hedley Towbars to purchase a new 8 x 4 ft trailer with side lighting posts. It is hoped that this trailer will be ready for collection later this week. The Clerk to keep Cllrs updated on this matter.

RESOLVED

To receive the information.

4. Public Participation

The Chairman, Cllr Gloria Wills, closed the meeting for the public to give views and comments. The member of the public present did not have any comment to make. The Chairman re-opened the meeting.

5. Reports:

5.1 Cemetery Lodge Update Report by Town Clerk:

Prior to the meeting the Clerk had circulated to all a Cemetery Lodge Update Report making Cllrs aware that the Lodge's current tenants would vacate on 26th April 2018. Dowens Estates Agents are now undertaking actions to re-let the property. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive this information.

5.2 Parish Hall User Forum Update Report by Projects & Media Co-ordinator:

Prior to the meeting the Clerk had circulated to all a Parish Hall User Forum Update Report by the Projects & Media Co-ordinator making Cllrs aware that the next Forum meeting would be held on Tuesday 24th April 2018 at 6.30pm in Sedgefield Parish Hall.

RESOLVED:

To receive this information.

5.3 General Data Protections Regulations (GDPR) Update by Policy & Records Management Working Group:

Prior to the meeting the Clerk had circulated a GDPR Update Report by the Policy & Records Management Working Group. The Clerk reported that CDALC have announced that they hope to hold further GDPR training for Larger Councils in the near future and when details are received these will be shared with all Cllrs. In addition, CDALC are currently in discussions with another potential source of Data Protection Officer support and hope to issue further advice to all over the coming weeks. When received this information will be considered by the Policy & Records Management Working Group who are currently looking at this matter and hoping to receive another presentation from an alternative provider soon. Cllr Gloria Wills also reported that the Policy & Records Management Working Group will be arranging for a general presentation on GDPR to be given to all Town Cllrs in the near future. 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 Cheques for approval after 12th March 2018:

Prior to the meeting the Clerk had circulated to all a list of cheques for approval numbered 109170 to 109177. The Clerk circulated a further list showing additional cheque numbers 109178 to 109184. The Clerk also reported that immediately prior to the meeting a further invoice had been received from the Council's grave digging contractor for £500. It was agreed to approve payment.

RESOLVED:

- i) All cheques were approved for payment.**
- ii) Cllrs Mel Carr and Wills plus the Town Clerk to duly sign the cheques.**

6.2 Monthly Accounts: Income (as at 28th March 2018) / Expenditure (as at 28th March 2018 minus unapproved cheques after 12th March 2018):

RESOLVED:

The monthly accounts as had been circulated were approved.

6.3 Debtors List as at 28th March 2018:

RESOLVED:

To receive the debtors list as at 28th March 2018.

6.4 Direct Debits and BACS List for March 2018:

RESOLVED:

To receive the Direct Debits and BACS list for March 2018:

6.5 February 2018 Bank Reconciliations Report by Town Clerk

RESOLVED:

The February 2018 Bank Reconciliations as circulated were approved.

6.6 Internal Audit Findings Report by Finance Working Group:

Prior to the meeting the Clerk had circulated to all an Internal Audit Findings Report by the Finance Working Group. All Cllrs were delighted with the reports received and the full assurance levels given by the Internal Auditor in relation to all areas inspected. Cllrs Wills, Mel Carr and Blakemore expressed their thanks to the Town Council staff. Cllr Wills reported that the Finance Working Group would welcome further members if any Cllr was interested.

RESOLVED:

To receive this information.

6.7 2017/18 Year End Key Dates Report by Town Clerk:

Prior to the meeting the Clerk had circulated to all a 2017/18 Year End Key Dates report for information.

RESOLVED:

To receive this information.

(Cllr Alda Hummelinck joined the meeting)

6.8 New External Audit Arrangements Report by Town Clerk:

Prior to the meeting the Clerk had circulated to all a New External Audit Arrangements Report. The Clerk and Cllr Gloria Wills verbally reported that the recent training they had attended at County Hall, Durham delivered by new external auditor Mazars had been very useful.

RESOLVED:

To receive this information.

6.9 March 2018 Bank Reconciliations Report by Town Clerk:

The Clerk circulated to all a March 2018 Bank Reconciliations Report which showed that all reconciliation work for 2017/18 has now been completed up to and including

31st March 2018.

RESOLVED:

The March 2018 Bank Reconciliations as circulated were approved.

7. Correspondence

7.1 Sedgefield Twinning Association (letter from Mrs Nancy Wells dated 24th March 2018):

Prior to the meeting the Clerk had circulated to all a letter from Mrs Nancy Wells of the Twinning Association in which she provided the additional detail requested by the Town Council regarding the forthcoming 2018 twinning visit.

RESOLVED:

To give a £200 donation towards the 2018 twinning visit.

7.2 The Impeccable Pig, Front Street, Sedgefield (email from Ms Valerie Craig, Durham County Council dated 29th March 2018):

The Clerk circulated to all copies of an email from Ms Valerie Craig, Licensing Assistant from Durham County Council dated 29th March 2018 informing the Town Council that an amendment had been made to the application for a new premises licence for The Impeccable Pig. In light of this amendment Ms Craig had asked the Town Clerk if the Council still wished to proceed with its objection to this application. The Clerk had informed Ms Craig that such a decision could only be made by Councillors and that at this time until further notice the Town Council would continue with its objection. Cllrs considered the additional information now circulated and were in agreement that they are still concerned about the proposed closing times and the associated noise and potential disturbance issues. The Clerk reported that she had further information to distribute under agenda item 7.3.

RESOLVED:

To receive this information.

7.3 Hearing Scheduled – The Impeccable Pig, Sedgefield (email from Ms Karen Robson, Durham County Council dated 6th April 2018):

The Clerk circulated to all an email from Ms Karen Robson of DCC dated 6th April 2018 informing the Town Council that a Statutory Licensing Sub-Committee hearing

has been scheduled for Tuesday 24th April 2018 at 10am at County Hall, Durham to consider the new premises licence application for The Impeccable Pig. Also circulated were a series of attachments, i.e. a letter giving further details of the hearing, DCC licensing hearing procedures and a copy of the Town Council's letter of objection.

Cllr Ann Carr expressed her concern that this proposed application could be passed by DCC as it fits within their current policy without any real consideration of the location and direct impacts. Cllr Ann Carr felt that any Cllr making a representation at such a hearing could be challenged and/or dismissed as not being an expert in this area. Cllr David Brown, also a County Cllr, said that he took exception to these comments as such applications are not passed as just a formality but are discussed and considered seriously on a case by case basis.

Cllr Gloria Wills expressed her concerns regarding the indoor and outdoor elements of the application as often the elements of either can have the same impact upon those living nearby. Cllr Alda Hummelinck gave the example of windows being left open to allow noise escape. Cllr Mavis Wayman said that it was important to have a definitive cut off point for all such activities in the Town to ensure that residents were able to live in harmony with such businesses. Cllrs agreed. Cllr Allan Blakemore said that if one licensed premise was permitted to have a later closing time then all other such premises will seek the same. Cllr Blakemore said that it was important to convey the Town Council's concerns that late licenses in the centre of the Town would result in large numbers of people leaving premises at the same time potentially causing disturbance. Cllr Mel Carr agreed with the comments made by all Cllrs regarding the potential for this to allow late night drinking as standard across the Town. Cllr Mel Carr said that he would be attending the licencing hearing as a member of the public having made a representation in his own right. Cllr Wills also noted that within the application was a request for sale of alcohol by retail which was effectively making the premise an off-licence. Cllrs agreed that the Town Council should be represented at the Statutory Licensing Sub-Committee hearing on Tuesday 24th April 2018.

RESOLVED:

Cllr Gloria Wills to represent the Town Council at the Statutory Licensing Sub-Committee hearing on Tuesday 24th April 2018.

7.4 Possible Interview (email from Charlotte Jones dated 5th April 2018):

The Clerk circulated to all an email from Ms Charlotte Jones dated 5th April 2018 in which she was asking if any Cllr would be willing to be interviewed by her for part of her studies to obtain views on proportional representation. The Clerk reminded Cllrs that if anyone did wish to undertake such an interview they would be doing so in their own personal capacity and not as a Cllr speaking on behalf of the Town Council.

RESOLVED:

To receive this information.

Cllr Gloria Wills explained that due to the confidential nature of the following items these would be discussed under Exempt Information and said that if any members of the public and/or press had been present they would have been asked to 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 Fletcher Room – Purchase of Additional Chairs Recommendation Report by Estates Working Group:

Prior to the meeting the Clerk had circulated to all a Fletcher Room – Purchase of Additional Chairs Recommendation Report by the Estates Working Group which was considered by Cllrs.

8.2 Unsafe Memorials Update Report by Town Clerk:

Prior to the meeting the Clerk had circulated to all an Unsafe Memorials Update Report which was considered by Cllrs.

i)

The Chair thanked everyone for attending and closed the meeting at 9.10pm.

SEDGEFIELD TOWN COUNCIL

ENVIRONMENT



Minutes of the proceedings of the **APRIL ENVIRONMENT** of the
Council held at **7 p.m.** in the **Council Offices**, Sedgefield, on
Monday 16th April 2018

Present **Cllr. Alf Walton (Chairman) and**
Cllrs. Allan Blakemore, David Brown, Ann Carr, Mel Carr, Alda
Hummelinck, Chris Lines and Mavis Wayman,

Officer Dr Jane Ayre (Town Clerk)

1. Apologies:

Cllrs. Mark Cant, Vanessa Carmichael, Leo McCormack, Julie Towler and Gloria Wills.

2. Declaration of interest:

None.

3. Matters of Information:

3.1 Tractor Maintenance Report:

The Head Gardner & Cemetery Superintendent is preparing a maintenance schedule for all other gardening equipment. This Officer and Cllr Alf Walton are developing a specification for a more suitable medium sized tractor so that quotations can be sought and considered in the first instance by the Finance Working Group.

The Finance Working Group to keep Cllrs updated on this matter.

Cllr Alf Walton reported that the Town Council's small Kubota tractor had recently had its drive shaft repaired. Cllr Walton expressed concern that the level of damage to the shaft should have been picked up during recent servicing work and recommended that the Town Council in future seek an alternative provider for tractor servicing.

RESOLVED:

To receive the information.

3.2 Hardwick Hall Hotel:

The Town Council to continue to respond to noise complaints from the public in relation to Hardwick Hall Hotel. Cllrs to continue to monitor this situation.

RESOLVED:

To receive the information.

3.3 St Edmund's Green:

The Clerk has referred Mrs Thomson's letter to Mr Stephen Reed of DCC with a request that he investigate this matter and reply directly to Mrs Thomson as well as give an update to the Town Council. The Clerk has also written to Mrs Thomson making her aware of the Town Council's actions. No further information received. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive the information.

3.4 The Crosshills:

The Estates Working Group is yet to commence work on considering a programme for enhancement of the central village green area. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive the information.

3.5 Location of Stones/Boulders:

A specification is being drawn up and quotations will then be sought. Cllr Alf Walton reported that Darnton & Young, one of the companies to be approached for a quote, have contacted the Town Council to say that due to a change in their working circumstances they are no longer interested in quoting for this particular work. They have provided contact details of another potential business who may be interested. The Estates Working Group to consider this matter upon receipt of quotation and then bring a recommendation back to a future Environment Committee meeting.

RESOLVED:

To receive the information.

3.6 Street Lighting Energy Reduction Project:

The Clerk has reported concerns regarding the lack of lighting between Homebryth and White House Drive to DCC for investigation. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive the information.

3.7 2018 Mediaeval Fayre:

The Clerk has confirmed the Town Council's agreement for the Fayre to use the village greens on Saturday 19th May 2018. The Clerk has asked if the Fayre also want to use the greens on Friday 18th May 2018 and if so that no show rides are allowed to set up prior to 9am so as not to interfere with access to school. A response is now awaited from Mr Robinson.

The Clerk has also asked Mr Robinson to liaise directly with Mr Roger Clubley regarding potential use of the Farmers Market display boards on the bus shelter. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive the information.

3.8 Willows at Station Road Playing Field:

Letters agreed by the P&R Committee to all residents whose properties borders onto Station Road Playing field have now been issued. Within those letters are references to the willows. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive the information.

3.9 Village Greens:

The Clerk has written to Mrs Margaret Cooper, Pub Watch Secretary c/o The Golden Lion reminding all about not placing tables and benches on any areas of village green and that if any property is in doubt about this they should contact the Town Clerk. This letter also included a polite reminder about not permitting glass glasses and bottles outside their licensed premises. A response is now awaited. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive the information.

3.10 Butterwick Road Cemetery Expansion Project:

The Butterwick Road Cemetery Working Group continue to progress and investigate this matter. The Working Group to keep Cllrs updated on this matter.

RESOLVED:

To receive the information.

3.11 Parking In Sedgefield:

The Clerk has contacted Mr Lee Mowbray and Mr Danny Harland of DCC and requested a further meeting. A response is now awaited. Invitations will be extended to STC Cllrs plus representatives from the SCA and Development Trust once a meeting date has been identified. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive the information.

3.12 Rabbits at Winterton Cemetery:

Rabbit proof netting has been placed around the entrance gates. Cllr Alf Walton reported that the pest control contractor has visited the site again and found the site to be clear of rabbits.

RESOLVED:

To receive the information and to close this matter.

3.13 Station Road Playing Field:

Mr John Reed of DCC to inform the Town Council when a date is known for

vertidrainning Station Road Playing Field.

The Clerk has written to Mr Neil Carter of DCC requesting information on the potential of implications of village green status for Station Road Playing field upon the Town Council. A response is now awaited. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive the information.

3.14 Headstone Safety Testing:

The issue of the 3 memorials/headstones who have shown movement due to the recent bad weather was discussed at the Council's P&R Committee meeting held on Monday 9th April 2018. Cllrs Alf Walton and Chris Lines reported they had both independently visited the cemetery and felt that the large memorial was a feature on the cemetery's landscape and should be made safe in a standing position rather than being laid flat. Cllr Walton reported that a quotation for such work had been requested. This matter will be considered at the May 2018 P&R Committee meeting.

The one headstone at Butterwick Road Cemetery which was found to be a category 1 following 2017/18 headstone safety testing has now been laid down.

RESOLVED:

To receive the information and to close this matter.

3.15 Litter on Village Green:

Even though discussions have taken place with DCC they have not provided the information requested regarding their litterpicking routes and work in Sedgefield. The Clerk has now replied to Mr Lister without this information.

RESOLVED :

To receive the information and to close this matter.

3.16 The Sedgefield Plan:

The Town Council's Extraordinary Meeting took place at 7pm on Monday 19th February 2018 to consider motions submitted in relation to The Sedgefield Plan.

RESOLVED:

To receive the information and to close this matter.

3.17 Public Participation:

The Clerk has reported to DCC Mrs Mildred Howell's request for the dog bin along West Park Lane to either be emptied more regularly or replaced by a larger bin. In addition, the Clerk has also reported Mrs Howell's concern that there is no longer a waste bin between Barclays Bank and the shop opposite the Lane. A response is now awaited. Cllr Mel Carr is investigating the ownership of the cobbled area behind the Hardwick Arms as identified by Mrs Howell as being in a poor state. The Estates Working Group at its next meeting will consider the state of the bus shelter outside the Turners site (before turning onto Woodland Mews) and options for cleaning. The Clerk has updated Mrs Howell on these matters. The Clerk to keep Cllrs updated on these matters.

RESOLVED:

To receive the information.

3.18 Bollards at Winterton Park:

The Clerk has submitted a meeting request to DCC Officers to progress the recommendation of installing two metal bollards between the houses allowing ample space for pushchairs etc to gain access. Once a date has been arranged for such a meeting an invitation will be extended to all Cllrs.

RESOLVED:

To receive the information.

3.19 Unauthorised Coppicing of Trees – Station Road Playing Field:

Cllrs to continue monitoring Station Road Playing field.

RESOLVED:

To receive the information.

3.20 Big Spring Clean:

The Clerk has received confirmation from Mr Steve Ragg of CDALC that the correct date for the Big Spring Clean is Sunday 15th April 2018 and this information has been

shared with the Sedgefield In Bloom Group and Sedgefield Development Trust for their consideration.

RESOLVED:

To receive the information and close this matter.

3.21 Litter on the Green:

Mr Lister's comments have been included on those submitted to Inspector Honeyman and Sgt Clarke prior to their attendance at the Council's Monthly Meeting held on 9th April 2018. The Clerk has replied to Mr Lister.

RESOLVED:

To receive the information and close this matter.

3.22 Proposed Diversion of Public Footpath 16 Sedgefield – Taylor Wimpey:

This matter has been placed onto the agenda of the Monthly Meeting on 9th April 2018.

RESOLVED:

To receive the information and close this matter.

3.23 New Premises Licence – The Impeccable Pig:

The Clerk has written to Ms Carol Graham of DCC in accordance with the wishes of the Town Council and requested the Town Council be given the opportunity to speak about this matter. This matter had been further discussed at the P&R Committee meeting on Monday 9th April 2018. The Clerk reported that she had further information to distribute under agenda item 6.2.

RESOLVED:

To receive the information.

3.24 Current Planning Applications:

The Clerk has forwarded to DCC Planners comments made regarding planning

applications DM/18/00407/FPA, DM/18/00522/FPA and DM/18/00719/FPA.

RESOLVED:

To receive the information and close this matter.

4. Public Participation:

The Chairman, Cllr Alf Walton, closed the meeting whilst the public gave their views and comments.

Mr Howard Smith reported that the Bloom Group and Town Council's gardening staff have been very busy getting prepared for the forthcoming Spring Judging on Friday 20th April 2018 as part of the Northumbria In Bloom competition. Mr Smith praised the Council's gardening staff for the work they have undertaken despite the very poor weather conditions recently. Mr Smith had noted that the recent weather conditions had highlighted those areas of the village green where vehicles are regularly driving over corner pieces, including the area below the Town's war memorial. Mr Smith concluded by reporting that there had again been extensive litter and broken glass across the central village green areas the previous Saturday morning.

Cllr Walton thanked the public for their comments and re-opened the meeting.

5. Reports

None.

6. Correspondence:

6.1. The Black Lion (email and attachment from Mr Tim Wilks dated 12th April 2018):

The Clerk circulated to all an email and attached photograph from Mr Tim Wilks dated 12th April 2018 entitled The Black Lion. In this Mr Wilks wished to inform the Town Council of his current on-going process to purchase The Black Lion as part of The Pickled Parson of Sedgfield Ltd and his hope that he would have the same continuing rights as the current owners to trade on the area identified in the attached photograph to the front of the pub. Cllrs considered this request and it was agreed that the land in question belongs to DCC.

Cllr Allan Blakemore reported that a member of Mr Wilks staff had attended the latest PubWatch meeting and reported about the proposal to purchase The Black Lion. It had been confirmed that if this purchase proceeds then a significant financial

injection will be made in order to refurbish the property's interior which is very dated. Other members of the PubWatch had commented on recent problems experienced at this property and the need for strong management in the property in the future, Mr Wilks member of staff had commented that if necessary doormen would be employed.

RESOLVED:

The Clerk to write to Mr Wilks regarding the ownership of the land to the front of The Black Lion.

6.2. Letter from Swinburne Maddison – Impeccable Pig, Sedgefield (email and attachment from Ms Karen Robson, DCC dated 12th April 2018):

The Clerk circulated to all an email from Ms Karen Robson, Senior Licensing Officer for DCC dated 12th April 2018 accompanied by a letter addressed to the Town Council from Swinburne Maddison in relation to the new premises licence application for The Impeccable Pig. In this letter Swinburne Maddison were requesting a meeting with the Town Council to try to resolve issues identified. Cllr Mel Carr reported that he had personally objected to the licence and had earlier that day received the same letter. Cllr Chris Lines believed this was not a matter for the Town Council to become involved in but a matter for discussion between Swinburne Maddison and Durham County Council as the Licensing Authority. Cllr David Brown agreed this was the correct way to proceed.

RESOLVED:

The Clerk to write to Ms Karen Robson of DCC and Swinburne Maddison requesting that discussions regarding the new premises licence take place between the applicant and Licensing Authority directly.

6.3. FW: Eden Gardens, Sedgefield (email from Dr James Larcombe dated 12th April 2018):

The Clerk circulated to all copies of an email forwarded by Dr James Larcombe to the Town Council at the request of Cllr Gloria Wills.

RESOLVED:

To receive this information.

6.4. FW: Eden Gardens, Sedgefield (email from Ms Laura Mordey, Taylor Wimpey dated 13th April 2018):

The Clerk circulated to all copies of an email Ms Laura Mordey of Taylor Wimpey had sent to Dr James Larcombe, to which the Town Council had been copied in, in response to his enquiry. Cllr Allan Blakemore said that Dr Larcombe's concerns were understandable when looking at this matter.

RESOLVED:

To receive this information.

6.5. Dead Tree, Station Road Playing Field (request from Ms Jayne Wright):

Cllr Alf Walton reported that a resident at Ivy Row had requested permission to remove a dead cherry tree on Station Road Playing Field which is near to the bottom of their garden. For such work they said they would use the services of a specialist tree company and pay for this work themselves. Cllr Walton had inspected the tree in question and noted that it was not entirely dead and was not unsafe. Cllr Walton was concerned that permitting such would could set a precedent. Cllr Allan Blakemore disagreed and said that so long as the individual was requested to use an authorized arboriculturalist, inform the Town Council of the work to be done and when then remove all debris from the site this action should be agreed. Cllrs Chris Lines and Alda Hummelinck agreed.

RESOLVED:

The Clerk to write to Ms Wright giving the Town Council's agreement to this work providing the resident provides full details of who will be performing the work, what work will be undertaken and when plus an assurance that all debris will be removed from the site immediately.

ADDITIONAL ITEM – PICNIC TABLES OUTSIDE THE PICKLED PARSON OF SEDGEFIELD:

Cllr Alf Walton showed Cllrs photographs which he had taken earlier that day featuring six picnic tables that had been erected outside The Pickled Parson of Sedgefield earlier that day on village green owned by the Town Council. Cllr Mel Carr reminded Cllrs that he and Cllr Wills had met with the Town Council's solicitor in December 2017 to consider land ownership matters and it had been clear at that meeting that The Pickled Parson have no right whatsoever to use this land. Cllr Walton also circulated photographs of the bins immediately adjacent to this property which were overflowing.

RESOLVED:

i) The Clerk to forward to the Town Council's solicitor copies of the photographs taken showing the picnic tables on village green land and ask for advice as to what actions should be next taken and if this is a form of trespass, clarification on the Town Council's rights and whether ground rent should be charged.

ii) The Clerk to forward to DCC's Environmental Health and Licensing Departments copies of the photographs showing the bins outside The Pickled Parson and ask them to investigate this matter.

ADDITIONAL ITEM – BINS OUTSIDE PIZZA CASTLE:

Cllr Alf Walton circulated photographs which he had taken earlier that day showing open bins outside the Pizza Castle. He reminded all that it had been agreed at a previous on-site meeting with DCC Environment Health Officer and Pest Control Officer that such bins should be shut at all times.

RESOLVED:

The Clerk to write to the owner of Pizza Castle enclosing a copy of the photographs asking them to investigate this matter and provide a response.

ADDITIONAL ITEM – CURRENT PLANNING APPLICATIONS:

The Clerk reminded all Cllrs that it had been agreed at the previous week's Monthly Meeting to defer consideration of current planning applications to this agenda.

DM/18/00716/FPA – erection of a pig rearing and finishing unit (building 1 of 2) with associated hardstandings, access track improvements and landscaping, Sprucely Farm, Sedgfield:

DM/18/00717/FPA – erection of a pig rearing and finishing unit (building 2 of 2) with associated hardstandings, access track improvements and landscaping, Sprucely Farm, Sedgfield:

The Clerk had been requested by Cllrs to liaise with DCC to request the exact sizes of the buildings being proposed, what arrangements are being put in place of waste produced from the site, for drainage when considering the nearby River Skerne and for foul air when considering the prevailing wind in the West. The Clerk read out an email from Ms Amy Wilson, DCC Planning Officer dated 12th April 2018 in which she provided answers to the Town Council's questions. Cllrs considered this response.

RESOLVED:

Cllrs did not have any objections to these planning applications.

DM/18/00913/FPA – two storey side and front extensions, and widening of vehicular entrance/hardstanding, 14 Butterwick Road, Fishburn:

RESOLVED:

Cllrs did not have any objections to this planning application.

DM/18/00922/FPA – balcony to rear of existing first floor garage extension, Southdowns, 6 Farfield Manor, Sedgefield:

RESOLVED:

Cllrs did not have any objections to this planning application.

DM/18/00827/FPA - extension of existing veterinary hospital to provide additional consulting, treatment and educational space and provision of additional visitor and staff car parking with associated landscaping, Wear Referrals, Veterinary Hospital, Bradbury:

RESOLVED:

Cllrs did not have any objections to this planning application.

DM/18/01027/FPA - single storey rear/side extension, 14 Belsay Court, Sedgefield:

RESOLVED:

Cllrs did not have any objections to this planning application.

RESOLVED:

The Clerk to inform DCC Planning Officers of the Town Council's comments in relation to planning applications considered.

The Chair thanked everyone for attending and closed the meeting at 7.39pm.

SEDGEFIELD TOWN COUNCIL
COMMUNITY DEVELOPMENT & ENGAGEMENT



Minutes of the proceedings of the **APRIL COMMUNITY DEVELOPMENT & ENGAGEMENT COMMITTEE** of the **Council** held following the Environment committee meeting in the **Council Offices**, Sedgefield, on **Monday 16th April 2018**.

Present

Cllr. Allan Blakemore (Chairman)

Cllr. Chris Lines (Vice-Chairman) and

Cllrs. David Brown, Ann Carr, Mel Carr, Alda Hummelinck, Alfred Walton and Mavis Wayman

Officer

Dr Jane Ayre (Town Clerk)

1. Apologies:

Cllrs. Mark Cant, Vanessa Carmichael, Leo McCormack, Julie Towler and Gloria Wills.

2. Declaration of interest:

None.

3. Matters of Information:

3.1 Sports Hub Presentation:

Cllr Allan Blakemore to keep Cllrs updated on this matter via his attendance at future Hub meetings.

Mr Stephen Howell of DCC to keep the Town Council updated and bring back to the Town Council when ready the feasibility study.

The Clerk to set up a meeting with between Mr Stephen Reed and the Butterwick Road Cemetery Working Group once a design and outline costings have been determined with a view to exploring potential access to S106 monies.

The Clerk to keep Cllrs updated

RESOLVED:

To receive the information.

3.2 DRAFT Sedgefield Grant Funding Policy:

The Clerk is now investigating grant funding training opportunities for the Projects & Media Co-ordinator who will take on responsibility for grant funding from 1st April 2018. At this point work can re-start on finalizing a Grant Funding Policy. The Clerk to keep Cllrs updated on these matters.

RESOLVED

To receive the information.

3.3 Involving The Public:

The Policy Records & Management Working Group to produce a recommendation for the future format and timings of public meetings and present this to a future CD&E Committee meeting. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive the information.

3.4 Battles Over:

The SCA are planning a series of events during 2018 to commemorate the centenary of the end of World War One. Cllr Allan Blakemore to keep Cllrs updated on this matter.

RESOLVED:

To receive the information.

3.5 Youth Funding Update Report:

The Clerk reported that there has been no indication received from the EDRC AAP Team as to when County Cllr funding for Sedgefield Youth Club will be received. Cllr Mel Carr reported that earlier that morning he had requested an update from the Team but not received any feedback. The Clerk confirmed that the Projects & Media Co-ordinator has also requested such information. Cllr Mel Carr asked Cllr David Brown if in his County Cllr role he could chase this matter. Cllr Brown agreed and will keep the

Town Council updated. The Clerk reported that the Projects & Media Co-ordinator has submitted a further grant funding application and this will be considered under agenda item 5.4.

RESOLVED:

To receive the information.

3.6 War Memorial Update:

A grant application has now been submitted to the War Memorials Trust by the Projects & Media Co-ordinator. The Clerk to keep Cllrs updated on this matter.

RESOLVED:

To receive the information.

3.7 Citizen of the Year 2017:

The closing date for nominations for the Citizen of the Year 2017 closed Thursday 22nd March 2018. The Selection Panel meet on Tuesday 10th April 2018 and identified a winner who will be announced at the Town's Annual Meeting in May 2018.

RESOLVED:

To receive the information and to close this matter.

3.8 Snow Party:

Work is on-going in relation to this community event. The Projects & Media Co-ordinator to keep Cllrs updated on this matter. Cllr Allan Blakemore reported he had a verbal report to deliver under agenda item 5.6 regarding a potential additional aspect to this event.

RESOLVED:

To receive the information.

3.9 Anti-Social Behaviour:

The Clerk has forwarded to Inspector Honeyman and Sgt Clarke details of the comments and concerns made by the public regarding anti-social behavior in the earlier Public Participation session so they can consider these prior to their attendance at the April 2018 Monthly Meeting.

RESOLVED:

To receive the information and to close this matter.

3.10 Public Spaces Protection Orders:

The Clerk has circulated to all Cllrs electronically LGA advice regarding this matter. The Clerk has also made Inspector Honeyman that this matter has been raised by the public so that DCC are involved in any multi-agency work. This matter was discussed at the Monthly meeting on Monday 9th April 2018.

RESOLVED

To receive the information and to close this matter.

3.11 St Edmund's Christmas Tree Festival:

A 6ft Christmas Tree has been ordered for this year's festival and the Mayor of Sedgefield will have the honour for decorating.

RESOLVED:

To receive the information and to close this matter.

3.12 Sedgefield Village:

The issues raised by Mr Simon Walton have been incorporated into the list of public concerns regarding anti-social behavior sent to Inspector Honeyman and Sgt Clarke for consideration prior to their attendance at the Council's April 2018 Monthly Meeting.

RESOLVED:

To receive the information and to close this matter.

3.13 Parade Service for St George's Day:

No Cllrs have informed the Clerk if they wish to attend.

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 their views and

comments. The member of the public present did not have any views or comments to make. The meeting was then re-opened.

5. Reports:

5.1 Terrace Hill Funding Update Report by Town Clerk:

Prior to the meeting the Clerk had circulated to all a Terrace Hill Funding Update Report. Cllr David Brown proposed the Clerk write to Sedgefield Harriers and Sedgefield Bowling Club asking for a written progress update from each which can be considered at the May 2018 Community Development & Engagement Committee meeting. All Cllrs agreed.

RESOLVED:

The Clerk to write to Sedgefield Harriers and Sedgefield Bowling Club.

5.2 Youth Working Group Recommendation Report by Youth Working Group:

Prior to the meeting the Clerk had circulated to all a Youth Working Group Recommendation Report by the Youth Working Group.

RESOLVED:

i) Now that the Sedgefield Youth Club's Management Committee is established the Town Council closes its Youth Working Group which was set up as a Task and Finish Group to get the Youth Club started.

ii) Cllr Julie Towler, as Chair of the Sedgefield Youth Club Management Committee, to ensure that Management Committee agendas and minutes are shared with the Town Council via the Town Clerk for subsequent dissemination to Cllrs.

ii) Cllr Julie Towler, as Chair of the Sedgefield Youth Club Management Committee, to act as the conduit between the Town Council and the Youth Club.

iii) Cllrs give young people who attend the Sedgefield Youth Club the opportunity, with appropriate supervision, to produce a column in the Sedgefield Extra and when considered an appropriate time to coincide with the re-launch of the Youth Cub the opportunity to produce an entire edition.

5.3 Town Council Summer Coach Trip Report by Projects & Media Co-ordinator:

Prior to the meeting the Clerk had circulated to all a Town Council Summer Coach Trip Report by the Projects & Media Co-ordinator. The Clerk confirmed that a date of

Thursday 28th June 2018 has now been agreed and publicity material is displayed across the Town promoting this trip.

RESOLVED:

To receive this information.

5.4 Sedgefield Youth Club Co-op Local Community Funding Application Report by Projects & Media Co-ordinator:

The Clerk circulated to all a Sedgefield Youth Club Co-op Local Community Funding Application Report by the Projects & Media Co-ordinator making Cllrs aware that an on-line application form has been submitted requesting funding for the Youth Club to provide trips to local leisure facilities as requested by the young people themselves. The second part of the application process has also now been submitted with the successful causes being announced in October 2018. The Projects & Media Co-ordinator to keep Cllrs updated on this matter.

RESOLVED:

To receive this information.

5.5 Proposed Ice Rink For Snow Party 2018 Verbal Report by Cllr Allan Blakemore:

Cllr Allan Blakemore reported that the possibility of having an outdoor ice rink as part of the Town Council's Snow Party event had been informally discussed in previous years. Cllr Blakemore reported that he had liaised with several ice rink providers and found the vast majority were already booked for the weekend of 1st December 2018. He had also discussed this matter with both County Cllrs and both have given a guarantee that each will provide £1000 towards the cost of such a facility. Cllr Blakemore had over the weekend been able to find one ice rink provider who was available on Saturday 1st December 2018 and would be willing to travel to Sedgefield on the prior Friday evening to set up in the car park at Ceddesfeld Hall. This would be at a cost of £2150. Cllr David Brown, in his role as County Cllr, said that for such a slight increase in cost the County Cllrs would be able to fund this. Cllr Blakemore asked Cllrs if they were happy to proceed with this facility for this year's Snow Party. All Cllrs agreed. Cllr Alf Walton asked how the facility would be staffed and the size of the rink. Cllr Blakemore reported the rink would be large enough to take 25 skaters at once and the company would provide staffing throughout and they have their own insurance cover in place. Cllr Mavis Wayman asked if people would be charged to

use this facility and if consideration should be given to having the rink on the Sunday as well as the Snow Party event. It was agreed that for 2018 the ice rink should just be available on the Saturday in order to gauge its popularity. It was agreed that the timings for the ice rink and other specifics such as charging would be discussed as part of the on-going work to prepare this year's Snow Party event. The Projects & Media Co-ordinator to keep Cllrs updated on this event.

RESOLVED:

i) To accept the County Cllrs offer to fully fund (i.e. £2150) the cost of an outdoor ice rink for Saturday 1st December 2018.

ii) Cllr Allan Blakemore to provide the Clerk with details of the ice rink provider so that an official letter of acceptance can be sent.

iii) Cllr Allan Blakemore and the Projects & Media Co-ordinator to work together to complete necessary paperwork to access County Cllr funding pledged.

6. Correspondence:

6.1 County Cllr Report from County Cllrs John Robinson and David Brown:

The Clerk circulated to all for information a report which had been received earlier that day from County Cllrs. The Clerk reminded Cllrs that she has previously requested such reports be received in time for consideration on the Council's Monthly Meeting agenda. The Clerk reported that she had responded to County Cllr Robinson's request for a meeting and this had been scheduled for 9am on Thursday 3rd May 2018. Cllr Chris Lines proposed that Cllr Mel Carr as Chair of the Council also be in attendance as it was important that support of County Cllrs was secured for the future progress of The Sedgefield Plan. Cllr Allan Blakemore proposed that Cllr David Brown, as fellow County Cllr for the Ward, also be present. Cllr David Brown agreed that he would attend.

RESOLVED:

i) To receive the report for information.

ii) The Clerk to inform County Cllr Robinson that Cllrs Mel Carr and David Brown would also be in attendance on Thursday 3rd May 2018.

6.2 Invitation to Willowdene Care Home National Care Home Open Day – Thursday 26th April 2018:

The Clerk circulated to all Cllrs details of an invitation from Willowdene Care Home to

attend their National Care Home Open Day on Thursday 26th April 2018 between 1.30pm to 4.00pm which is also an opportunity to meet the new Home Manager, Ms Ruth Sunter.

RESOLVED:

To receive this information.

The Chair thanked everyone for attending and closed the meeting at 7.59pm.