
**You are hereby summoned to attend the Monthly Meeting of the
Sedgefield Town Council which is to be held at 7pm on
Monday 9th September 2024 in Sedgefield Parish Hall**



AGENDA

- 1. Apologies**
- 2. Declaration of Interest**
- 3. STC Minutes / Committee Reports:**
 - a. Minutes of Monthly Meeting** 8th July 2024
 - b. Minutes of P&R Committee** 8th July 2024
 - c. Minutes of Environment Committee** 8th July 2024
 - d. Minutes of Community Development & Engagement Committee** 8th July 2024
 - e. Minutes of Finance Working Group** 11th July 2024
 - f. Minutes of Fireworks Working Group** 17th July 2024
 - g. Minutes of Personnel Committee** 22nd July 2024
 - h. Minutes of Estates Working Group** 29th July 2024
- 4. Matters of Information**
- 5. Dates of Meetings**
- 6. Public Participation**
- 7. Internal reports:**
 - 7.1 Chairman's Report**
 - 7.2 Mayor's Report**
 - 7.3 Councillor Vacancy Update Report by Town Clerk**
 - 7.4 The Sedgefield Plan Report by Town Clerk**
- 8. External Reports:**
 - 8.1 Report From Durham County Councilor Chris Lines, Sedgefield Division**
- 9. Correspondence:**
 - 9.1 Hartlepool Borough Council Planning Application H/2024/0154
(letter from Ms Julie Normandale, Wynyard Parish Council
received 30th July 2024)**
- 10. Current Planning Applications**

T. J. Ayre.

Dr Jane Ayre, Town Clerk, September 2, 2024

COMMITTEE: Policy & Resources
DATE: Monday 9th September 2024
TIME: Following Monthly Meeting
VENUE: Sedgefield Parish Hall



AGENDA

1. Apologies
2. Declaration of Interest
3. Matters of Information
4. Public Participation
5. Reports:
 - 5.1 Finance Working Group Terms of Reference 2024/25
 - 5.2 Estates Working Group Terms of Reference 2024/25
 - 5.3 Local Councils Foundation Quality Award Update Report by Town Clerk and Projects & Media Co-ordinator
 - 5.4 Access To Sports Facilities Update Report by Cllr Mel Carr and Town Clerk

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 8th July 2024
 - 6.2 Financial Budget Comparison (as at 22nd August 2024)
 - 6.3 Debtors List as at 22nd August 2024
 - 6.4 Direct Debits and Debit Card List for 1st – 31st July 2024 and 1st – 31st August 2024
 - 6.5 July and August 2024 Bank Reconciliations Plus July and August 2024 Imprest Account and June and July 2024 Public Sector Deposit Fund Reconciliation Report by Town Clerk
 - 6.6 Exercise of Public Rights Dates – Year End Accounts 31st March 2024 Update Report by Town Clerk
 - 6.7 New Financial Regulations Recommendation Report by Finance Working Group
 - 6.8 Conclusion of 2023/24 Year End Accounts Report by Town Clerk
 - 6.9 2024/25 Internal Audit Inspections Report by Town Clerk
7. Correspondence:
 - 7.1 Extension of Consultation Deadline to 20th September For Local Network Boundaries Consultation (email from CDALC dated 24th July 2024) [Note:

Issued electronically to all Cllrs on 29th July 2024]

- 7.2. Scattering of Ashes (email from Mrs Louise Roberts dated 27th August 2024)
- 8. Consideration of Reports Exempt from the Public:
 - 8.1 Village Greens Update Report by Town Clerk
 - 8.2 Butterwick Road Cemetery Burial Update Report by Town Clerk
 - 8.3 Remedial Work To Eden Drive Play Equipment Report by Town Clerk
 - 8.4 Parish Hall Flyer Recommendation by Estates Working Group

T. J. Ayre.

Dr Jane Ayre, Town Clerk
September 2, 2024

COMMITTEE: Environment Committee
DATE: Monday 9th September 2024
TIME: Following P&R Committee
VENUE: Sedgefield Parish Hall



AGENDA

1. Apologies
2. Declaration of Interest
3. Matters of Information
4. Public Participation
5. Reports:
 - 5.1. Butterwick and Winterton Allotments Inspection Update Report by Projects & Media Co-ordinator
6. Correspondence:
 - 6.1. Letter from Mr Bill Smith (received 28th August 2024)

T. J. Ayre.

*Dr Jane Ayre, Town Clerk
September 2, 2024*

COMMITTEE: Community Development & Engagement
Committee

DATE: Monday 9th September 2024

TIME: Following Environment Committee

VENUE: Sedgefield Parish Hall



AGENDA

1. Apologies
2. Declaration of Interest
3. Matters of Information
4. Public Participation
5. Reports:
 - 5.1. Town Council Ripon Coach Trip Update Report by Town Clerk
 - 5.2. Town Council's Annual Fireworks Display Update Report by Fireworks Working Group
 - 5.3. Remembrance Sunday Update Report by Town Clerk
 - 5.4. Snow Party Update Report by Town Clerk
6. Correspondence:
 - 6.1. A Note Concerning The Royal Aero Club Air Race Held At Fishburn Airfield 20th July 2024 (email from Mr Paul Heasman dated 5th August 2024)
 - 6.2. Guides Bench (email from Mrs Julie Towler, Sedgefield Guides dated 14th August 2024)

T. J. Ayre.

Dr Jane Ayre
Town Clerk
September 2, 2024