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



AGENDA

- 1. Apologies**
- 2. Declaration of Interest**
- 3. STC Minutes / Committee Reports:**
 - a. Minutes of Fireworks Working Group** 5th November 2024
 - b. Minutes of Monthly Meeting** 11th November 2024
 - c. Minutes of P&R Committee** 11th November 2024
 - d. Minutes of Environment Committee** 11th November 2024
 - e. Minutes of Community Development & Engagement Committee** 11th November 2024
 - f. Minutes of Finance Working Group** 14th November 2024
 - g. Minutes of Estates Working Group** 18th November 2024
 - h. Minutes of Personnel Committee** 25th November 2024
 - i. Minutes of Finance Working Group** 28th November 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**
- 8. External Reports:**
 - 8.1 Report From Durham County Councilor Chris Lines, Sedgefield Division**
- 9. Correspondence:**
 - 9.1. Town and Country Planning Act 1990 (as amended) Section 78 – Notification of Planning Appeal – Land To The Rear of 5 West End, Sedgefield (letter from Mr David Richards, DCC dated 21st November 2024)**
- 10. Current Planning Applications**

T. J. Ayre.

Dr Jane Ayre, Town Clerk, December 2, 2024

COMMITTEE: Policy & Resources
DATE: Monday 9th December 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 Response To NALC Enabling Remote Attendance and Proxy Voting Consultation Report by Town Clerk
 - 5.2. Proposed Goal Posts At Station Road Playing Field Feedback Report by Town Clerk
 - 5.3. DCC Energy Management SLA Update Report by Town Clerk
 - 5.4. Dates and Times Of Council Meetings 2025/26 Report by 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 11th November 2024
 - 6.2 Financial Budget Comparison (as at 29th November 2024)
 - 6.3 Debtors List as at 29th November 2024
 - 6.4 Direct Debits and Debit Card List for 1st – 30th November 2024
 - 6.5 November 2024 Bank Reconciliations Plus November 2024 Imprest Account and October 2024 Public Sector Deposit Fund Reconciliation Report by Town Clerk
 - 6.6 2024/25 Internal Audit Update Report by Finance Working Group
 - 6.7 Request To Write Off Bad Debt Report by Finance Working Group
 7. Correspondence:
 - 7.1. Royal Garden Party 2025 (email from CDALC dated 7th November 2024)
 - 7.2. North East Mayor's Transport Plan Consultation (email from CDALC dated 21st November 2024)[Note: issued electronically to Cllrs on 22nd November 2024]
 8. Consideration of Reports Exempt from the Public:
 - 8.1 Village Greens Update Report by Town Clerk
 - 8.2 Winterton Cemetery Update and Recommendation Report by Estates

Working Group

8.3 Town Council Offices Loft Insulation Recommendation Report by Estates Working Group

8.4. Butterwick Road Cemetery Expansion Update Report by Town Clerk

T. J. Ayre.

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

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



AGENDA

1. Apologies
2. Declaration of Interest
3. Matters of Information
4. Public Participation
5. Reports:
 - 5.1 Butterwick and Winterton Allotments Inspections Update Report by
Projects & Media Co-ordinator
6. Correspondence:
None.

T. J. Ayre.

Dr Jane Ayre, Town Clerk
December 2, 2024

COMMITTEE: Community Development & Engagement
Committee

DATE: Monday 9th December 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. Annual Fireworks Display Update Report by Fireworks Working Group
 - 5.2. York Coach Trip Report by Town Clerk
 - 5.3. Snow Party 2024 Report by Town Clerk (report to be circulated separately)
 - 5.4. Sedgefield Extra 2025 Dates Report by Projects & Media Co-ordinator
6. Correspondence:
 - 6.1. Mediaeval Fayre (email from Mr John Robinson, SCA dated 21st November 2024)
 - 6.2. Ashcourt Durham & Tees Valley Community Fund (email and attached flyer from Ms Tina Knibbs, GrantScape dated 7th November 2024)

T. J. Ayre.

Dr Jane Ayre
Town Clerk
December 2, 2024