
**You are hereby summoned to attend the Monthly Meeting of the
Sedgefield Town Council which is to be held at 7pm on
Monday 10th March 2025 in Sedgefield Parish Hall**



AGENDA

1. **Apologies**
2. **Declaration of Interest**
3. **STC Minutes / Committee Reports:**
 - a. **Minutes of Butterwick Road Cemetery Working Group** 4th February 2025
 - b. **Minutes of Monthly Meeting** 10th February 2025
 - c. **Minutes of P&R Committee** 10th February 2025
 - d. **Minutes of Environment Committee** 10th February 2025
 - e. **Minutes of Community Development & Engagement Committee** 10th February 2025
 - f. **Minutes of Personnel Committee** 24th February 2025
 - g. **Minutes of Finance Working Group** 27th February 2025
4. **Matters of Information**
5. **Dates of Meetings**
6. **Public Participation**
7. **Internal reports:**
 - 7.1 **Chairman's Report**
 - 7.2 **Mayor's Report**
8. **External Reports:**
 - 8.1. **Report From Durham County Councilor Chris Lines, Sedgefield Division**
9. **Correspondence:**
 - 9.1. **Planning Application 25/00035 Temporary Site Compound For NWL in Hardwick Park (email from Mr William Laycock Dated 23^{rs} February 2025)**
 - 9.2. **Formation of a Temporary Site Compound and Associated Works, Land to South West of Sedgefield Cricket Club (email From Ms Susan Laycock dated 23rd February 2025)**
10. **Current Planning Applications**

T. J. Ayre.

Dr Jane Ayre, Town Clerk, March 3, 2025



COMMITTEE: Policy & Resources
DATE: Monday 10th March 2025
TIME: Following Monthly Meeting
VENUE: Sedgefield Parish Hall



AGENDA

1. Apologies
 2. Declaration of Interest
 3. Matters of Information
 4. Public Participation
 5. Reports:
 - 5.1. Annual Headstone Safety Testing 2025/26 Findings Report by Town Clerk, Head Gardener & Cemetery Superintendent and Gardener
 - 5.2. Review of Mayor's Handbook Recommendation Report by Town Clerk
 - 5.3. Re-installation of Goal Posts at Station Road Playing Field Update 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 10th February 2025
 - 6.2 Financial Budget Comparison (as at 28th February 2025)
 - 6.3 Debtors List as at 28th February 2025
 - 6.4 Direct Debits and Debit Card List for 1st – 28th February 2025
 - 6.5 February 2025 Bank Reconciliations Plus February 2025 Imprest Account and January 2025 Public Sector Deposit Fund Reconciliation Report by Town Clerk
 - 6.6. 2024/25 Internal Audit Inspections Update Report by Finance Working Group
 - 6.7. Timetable For Production of 2024/25 Year End Accounts Report by Finance Working Group
 - 6.8. 2024/25 Statement of Internal Control and Annual Review of Effectiveness of Internal Control Report by Finance Working Group
 7. Correspondence:
 - 7.1. Local Council Award Scheme – Foundation Award Achievement (letter from NALC Chair dated February 2025)
 - 7.2. New Parish Groupings For Local Networks – Organising Parish Reps For Post Elections (email from CDALC dated 28th February 2025)

8. Consideration of Reports Exempt from the Public:

- 8.1 Village Greens Update Report by Town Clerk**
- 8.2 Updated Quotation For Decoration To Portacabin and Storage Containers (x2) at Butterwick Road Cemetery Compound Report by Town Clerk**
- 8.3 Additional Screening At 26 Front Street, Sedgfield Recommendation Report by Cllr Mel Carr**

T. J. Ayre.

***Dr Jane Ayre, Town Clerk
March 3, 2025***



COMMITTEE: Environment Committee
DATE: Monday 10th March 2025
TIME: Following P&R Committee
VENUE: Sedgefield Parish Hall



AGENDA

1. Apologies
2. Declaration of Interest
3. Matters of Information
4. Public Participation
5. Reports:
None.
6. Correspondence:
None.

T. J. Ayre.

*Dr Jane Ayre, Town Clerk
March 3, 2025*



COMMITTEE: Community Development & Engagement
Committee

DATE: Monday 10th March 2025

TIME: Following Environment Committee

VENUE: Sedgefield Parish Hall



AGENDA

1. Apologies
2. Declaration of Interest
3. Matters of Information
4. Public Participation
5. Reports:
 - 5.1. Town Council Coach Trips 2025 Update Report by Projects & Media Co-ordinator
 - 5.2. Tub Planting 2025 Update Report by Projects & Media Co-ordinator
6. Correspondence:

None.

T. J. Ayre.

Dr Jane Ayre
Town Clerk
March 3, 2025

