

# **SEDGEFIELD TOWN COUNCIL**

## **POLICY & RESOURCES**

Minutes of the proceedings of the **JULY POLICY & RESOURCES** of the **Council** held following the Monthly meeting in the **Council Offices**, Advice & Information Centre, Sedgefield, on **Monday 11<sup>th</sup> July, 2011.**

**Present**                    **Cllr. J. Robinson (Chairman)**  
**Cllr. D. Waters (Vice-Chairman) and**  
Cllrs. D. Brown, M. Brown, S. Hannan, T. Jeanes, I. Sutherland

**Officer**                    L. K. Swinbank (Town Clerk)

**1. Apologies**

Cllrs. A. Blakemore, P. Bodo, N. Dunn, M. Robinson, S. Sutherland

**2. Declaration of interest**

None

**3. Matters of Information**

**3.1 Bowling Green**

The Clerk reported that Geoff Hughes and the Cricket Club are still awaiting confirmation of the transfer of the land adjacent to the Cricket field for the Bowling Green. The Clerk also informed Members that she had received an email earlier in the day from David Iceton to say that he had spoken to Andy Niven (DCC) and agreement had been made to use the adjacent area of land for overflow car parking and that the residents there were happy with this.

**3.2 CCTV**

This had been discussed earlier in the evening at the Monthly meeting.

**4. Reports**

**4.1 New Electricity / Gas Charges**

The Clerk had circulated a report re renewing the Parish Hall Gas and Electricity and the Council Offices Electricity. As a result of the works of Mr. Brian Whitehead who did this for the town council there will be a total saving of £2,370.

**RESOLVED**

**To receive the information and to thank Mr. Whitehead for all his work on this**

## **5. Financial Matters**

### **5.1 Monthly Accounts**

**RESOLVED**

**The monthly accounts as had been circulated were approved for payment**

### **5.2 Donations / Grants:**

**Requests for donations had been received from the following: -**

**RESOLVED: To use the Power of Well Being to give grants/donations.**

**(Trained Councillors)**

**JR, DW, HCB, RT, ND, SH, DB, TJ, AB, IS, SS, MR, MB)**

#### **5.2.1 Use of Parish Hall: Twinning: German Choir**

**RESOLVED**

**To await a letter from the Twinning regarding a donation towards the use of the Hall for the German Choir in August**

#### **5.2.2 St. Edmund's Church Organ Fund**

A letter has been received from Mrs. Mary Pinchbeck-Iredale regarding a donation to St. Edmund's Church Organ Fund.

**RESOLVED**

**To write back and suggest that a formal request be made from St Edmund's**

### **5.3 Audit: Report from Audit**

The Clerk circulated the End of Year return together with the External Auditor's Certificate and Opinion. BDO have raised no issues.

**RESOLVED**

- i) To receive the information**
- ii) To thank the Clerk for the work done**

### **5.4 Fire Alarm – Update on System**

The Clerk reported that it had come to her attention on carrying out the annual fire risk assessments on the Council Offices and Parish Hall that the Parish Hall does not have an annual check by the Fire Brigade - other suitable company. As a result tenders have been invited for this and these will be brought to the next meeting.

**RESOLVED**

**To receive the information**

## **6. Training**

**6.1 Training Update June 2011 – Online Learning**

Information has been received re e-learning from the CTP.

**RESOLVED**

**To receive the information**

**6.2 Councillors, Chairman & Clerks – Training Day**

Information has been received from the CTP re a Training Information Day – cost £24 per delegate. The Clerk stressed that some of these would be very useful for those Members looking to become Chairman of Council and committees etc.

**RESOLVED**

**Those Members who wish to attend to contact the Clerk**

**7. Correspondence**

**7.1 Sedgefield Cemetery: Double Graves**

A letter has been received from Mr. and Mrs. Raw (this is to be discussed next week at the Environment meeting) however in the meantime it was felt it would be appropriate to arrange a meeting and invite Mr. and Mrs. Raw to come along and talk informally about the issues involved.

**RESOLVED**

**To arrange a meeting with Mr. and Mrs. Raw as soon as possible following the Town Council receiving Legal Advice on the overall situation.**

**8. Freedom of Information Requests**

**THESE WERE DISCUSSED UNDER EXEMPT INFORMATION**

- a) A follow-up letter has been received from Mrs. Gloria Wills requesting further information re the VAT in respect of the refurbishment of Ceddesfeld.

**RESOLVED**

**To confirm that all of the VAT for the work was paid by the Town Council. It was not reclaimed by the Town Council as advised by HMRC and that it is shown such in the balance sheet for 2009/10.**

- b) A freedom of Information request has been received from Mr. Michael King re the dogs on leads signs at Ceddesfeld Hall.

**RESOLVED**

- i) **To discuss in detail at the Environment committee meeting the following week**
- ii) **The Clerk to forward the information as requested as per Freedom of Information (FOI)**

The Chairman thanked everyone for attending and closed the meeting at 8.50 p.m.