

CHILTON TOWN COUNCIL
ORDINARY COUNCIL MEETING

3rd March 2021

An Ordinary meeting of the Council will take place via Zoom on Tuesday 9th March 2021 at 6pm. If you wish to participate in the meeting please contact the Town Council for joining instructions by telephoning 01388 721788 or email info@chiltondurham-tc.gov.uk by 3pm on the date of the meeting

This is Public Meeting.

NOTE If there are any items under the EXCLUSION on the agenda members of the public at this point would not be permitted in the meeting.

Yours sincerely,

P. Cant

Pauline Cant LL.B(Hons) DMS MBA Solicitor (Non Practising) CiLCA

Town Clerk

AGENDA

1. APOLOGIES To receive any apologies for absence and approve reasons for non-attendance.

2. DECLARATIONS OF INTEREST To notify of any items that appear on the Agenda in which you may have a disclosable pecuniary interest and/or any other interest.

3. DISPENSATIONS To consider written requests for dispensations from members who have declared interests under Disclosable or Non Disclosable pecuniary interests section 33 Localism Act 2011.

4. COUNCIL MINUTES To receive and approve as a correct record the Minutes of the undermentioned meeting of the Council:

- a). January 2021 Ordinary meeting **(to follow)**.
- b). To ratify minutes of Ordinary Meeting dated 9th February 2021 (attached)
- c). Special Meeting dated 2nd March 2021 (attached)

5. PUBLIC PARTICIPATION

To adjourn the meeting to permit members of the public to make representations or ask questions on any item of business included on the agenda (maximum time of 20 minutes). The meeting will then be resumed.

6. AGAR 19/20 AUDITORS LETTER (report attached)

7. REVIEW OF INTERNAL CONTROL (report attached)

8. PLAY AREAS

- a). Update on Annual playground inspections)
- b). Available section 106 monies (Barrie Alderson from DCC – the Chair will propose that as he is a visiting officer that this item will be moved to the start of the Agenda)

9. CEMETERY MATTERS

- a) Memorial Safety update.
- b) Freedom of Information Request received via the “What Do They Know” website.
- c). To confirm charges from 1st April 2021

10. COVID 19

To consider the implications for Town Council Services in relation to the Government's current route map to ease lockdown measures.

11. ALLOTMENTS

- a) To consider proposals for consideration of allotment issues, prior to this year's Annual Council meeting.
- b) To agree the process for issuing rent notices on the basis of the plot size as per the previously agreed recommendations set on in the report prepared by David Banks of the Northern Counties Allotment Association.

12. NORTHUMBERLAND IN BLOOM / CHILTON IN BLOOM

Our fee for Northumberland in Bloom has been rolled over from last year, in light of COVID 19 implications do we wish to enter in 2021? As an alternative should we run our own in-house “Virtual“ Chilton In Bloom Event/ Competition?

13. COMMUNITY EVENTS

To consider future provisional events allowing for potential COVID restrictions

- a) Fireworks Display. Provisionally booked for 5th Nov 2021
- b) Remembrance Sunday 14th Nov 2021
Armistice Day. Thursday 11th Nov 2021
- c) Christmas Light Switch On Friday 26th November. Members need to consider their plans regarding the purchase of new lights and repairs of existing lights
- d) Civic Carol Service. Possible date Thursday 9th December.
- e) Armed Forces Day
- f) Coach Trip

g) Fun Day

h) Durham Miners Gala —CANCELLED THIS YEAR

14. IT AND WEBSITE UPDATE

To plan for the future to be able to access emails if all staff are unavailable.
Information from DCC IT Department, previously circulated (attached)

15. UPDATE ON GREEN ENERGY

To receive update on Green Energy project for West Chilton Terrace and Dene Bridge Row

16. CITIZENS ADVICE – to consider the following request from CAB Head of Finance (attached)

17. EXCLUSION OF THE PRESS AND PUBLIC – In accordance with Paragraph 1(2) of The Public Bodies (Admission to Meetings Act 1960 the press and public shall be excluded from the meeting during the consideration of the remaining items on the Agenda on the grounds that publicity would be prejudicial to the public interest due to the confidential nature of the business to be transacted.

18. GROUNDS MAINTENANCE CONTRACT – To receive any update from Officers and Members.

19. POTENTIAL INSURANCE CLAIM

20. STAFFING

To consider matters relating to staffing.

a). To arrange date for HR committee meeting

b) To agree to appoint two more Members to the HR Committee.

b). Staff Holidays (possible carry over or payment).

21. TO AGREE A DATE AND VENUE FOR THE ANNUAL PARISH MEETING OF ELECTORS

22. NEXT MEETING- To confirm the date and time of the next meeting: