

Minutes of a Special meeting of Chilton Town Council
Held at St. Aidans Church Hall, Durham Road, Chilton, County Durham on
Tuesday 1st June 2021 at 8.35pm

Present: -

Chairman Cllr E. Bruce (Mayor)

Councillors: - S. Sutherland, A. Bruce, J. Cairns, V. Collinson, P. Davies, K. Hornsby, P. Malpass, L. Rundle, M. Young

In attendance Mr. J. Robinson, Acting Clerk

There were no members of the public in attendance.

OM 24.0/21 Apologies

Cllr. A. Hughes, G. Weadon.

OM25.0/21 Declarations of Interest – there were no declarations of interest made.

OM26.0/21 Members Dispensations – None required

OM27.0/21 Public Participation-

There were no members of the public present.

OM28.0/21 Proposed Committee Structure-

The Acting Town Clerk had circulated a report proposing the Committee Structure for the current Civic Year, including meeting dates. (copy attached to file).

Resolved: - On a proposal by Cllr. S. Sutherland and seconded Cllr. A. Bruce, that the Committee Structure be agreed in principle, however no prescribed number on each committee, members to indicate to the ones they wished to be a member of. This was carried.

OM29.0/21 COVID Roadmap/re-opening of Hutton House

Members considered the future role of the Council post 21st June relaxation of COVID regulations. It was agreed on a proposal by Cllr. P. Davies and seconded Cllr. S. Sutherland to re-open Hutton House daily, subject to the needs of the Council. Opening hours to be 10.00am to 2.00pm. This to begin week commencing 21st June 2021.

OM30.0/21 Honorary Burgess

The Mayor reminded members that at the Full Council meeting October 2019 it was agreed to confer Honorary Burgess status on all Councillors with 12 or more years' service, in early 2020. This has not been done, and it will now take place in June 2021. Those members to receive the honour are Cllrs. A. Bruce, E. Bruce, V. Collinson, P. Davies, and former Cllr. L. Dixon. Ceremony to be in Hutton House. It was agreed to invite former County Councillor C. Potts to the meeting, who is now Alderman Potts since her retirement from the County Council.

OM31.0/21 Chilton Miners Welfare Charity

It was agreed Acting Clerk circulate date for Annual General Trustee meeting to all members.

EXCLUSION OF THE PRESS AND PUBLIC - EXEMPT INFORMATION

OM32/21 Acting Town Clerk

Mr. J. Robinson left the meeting at this point.

Cllr. E. Bruce reported on the current role Mr. J. Robinson is undertaking whilst the Town Clerk is on sick leave, he is also covering for the role undertaken by a former staff member who left the Town Council employ in late May. Members considered both hours and remuneration for the Acting Town Clerk.

Resolved: - On a proposal by Cllr. A. Bruce and seconded Cllr. S. Sutherland to pay Mr. J. Robinson on the same grade as the current Town Clerk, at the grade entry level and he to work 30 hours per week.

OM33/21 Staffing Structure

Members considered the staffing posts, including roles/job descriptions. It was agreed the Acting Town Clerk in conjunction with Mr. D. Shingleton present options to the Council on the way forward to enable a final decision to be made.

146/19 Date of next meeting

Tuesday 15th June 2021 in St. Aidans Church hall, Chilton.

Meeting closed 9.20pm

Signed

Mayor

12th November 2019