



CHILTON TOWN COUNCIL

Minutes of a meeting of Chilton Town Council Allotment Committee
held at Hutton House, Chilton, County Durham, on
Thursday 19th May 2022

Chairman: *Councillor S.Sutherland*

Present: *Cllrs.. J.Cairns,J.Houlihan, P.Malpas, M.Young*

In attendance: J.Robinson Town Clerk, Mrs. A.Hall.

Members of the public: *3 members of the public*

ALL1.0.0/212. APOLOGIES

Cllr. E.Bruce, A.Bruce, K.Hornsby, P.Davies

ALL2.0/22 DECLARATION OF INTERESTS

none required

ALL3.0/22. MEMBER DISPENSATION

None.

ALL4.0/22 CHAIRMANS REPORT

Cllr.S.Sutherland advised his report/comments will be covered by the agenda.

ALL5.0/22 TENANT PARTICIPATION

Tenants raised the following issues:-

- a, they requested copies of minutes be made available to tenants, it was suggested copies be placed on site noticeboards as well as on the website
- b. questions were raised re the removal of harris fencing during the recent allotment repairs, it was explained this was part of the contract awarded
- c. concern was expressed regarding fly tipping on WCT1,Cllr. S.Sutherland agreed to visit the site and report back to the Town Clerk
- d. issue of small holdings was raised. Town Clerk advised this is an issue being considered and is to be placed on the July allotment Committee agenda for discussion and a decision at Full Council in September.
- e.rate were once again a problem, but not to the degree as earlier in the year

f. concern over the sealing by non tenants of water meters was raised, Town Clerk to report to the police, Cllr. S.Sutherland agreed to undertake a site visit and report back to Town Clerk.

ALL 6.0/22 REPORT ON CURRENT ALLOTMENT ISSUES

- a. letters are to go out to the remaining tenants who have not paid their rent, advising they must be paid within 28 days or tenancy may be terminated as per tenancy agreement
- b. Waiting list was reviewed and agreed
- c. discussion on small holding as per ALL5.0/22

ALL7.0/22 INSPECTIONS

Chairman advised all sites have now been inspected and an in-depth report to be presented to the June meeting

ALL8.0/22 POLICY RENEWAL

The Town Clerk advised that in accordance with current Council Policy all Council Policies and Public information is being reviewed and updated. Therefore the Allotment Committee will review the Policies listed below prior to referral to Policy and Resources for adoption:-

- a. Charging/Debt Management Policy
- b. Allotment Allocation Policy
- c. Allotment Inspection Policy
- d. Information to go on Website

Further policy reviews to follow at future meetings.

ALL9.0/22 DRONE REPORT

The Town Clerk and Mrs. A.Hall advised that most members have now seen the drone report and photographs obtained, covering all sites. Members have also been given copies of the photographs of the available sites. Several members spoke of the success and value of the photographs and a possible tool in future inspections. It was agreed to class this drone visit as the base line assessment for plots and to re-commission a further drone in September.

ALL 10.0/22 REPORT ON WORK TO WCT2

Cllr. S.Sutherland gave a report on the recent works undertaken to the WCT2 site. It had included major works required on 5 sites left vacant. It was agreed members visit the site and to place the future plan for the site be placed on the July Allotment Committee agenda.

ALL11.0/22 WATER/GREEN PROJECT

The Town Clerk advised he had been approached by a member of the Green Energy Project advising they wished to invest in purchasing water storage tanks for each allotment in Chilton. The Green Energy Project would pay 50% of the cost. The Town Clerk advised he had investigated the costing of the project and all sites receiving one water tank would cost £5500, which equates to £2750 for each partner. This could

come from reserves as it is a clear Invest to Save Project as it has the potential to save from 2023 onwards £6000 in water costs.

Members agreed to take the project forward and for the Town Clerk to arrange a meeting with the Green Energy Project Team.

ALL12.0/22 DOG BAGS

The Town Clerk advised DCC had agreed to purchase and site 8 bins along the bypass (6) and replace in the Town itself (2). The Council had offered to part fund. Cllr. J.Cairns agreed to chase this matter up in role as County Councillor.

ALL13.0/22 EXCLUSION OF THE PUBLIC

Cllr. S.Sutherland proposed, seconded by Cllr. P.Malpas and carried that due to the nature of the business to be transacted that the press and public be excluded from the remainder of the meeting.

ALL14/22 REPORT

Members received a detailed report regarding current allotment issues. Report noted, no action required.

ALL15/22 RECOVERING FUNDS

Members considered the costs of reinstating the 5 sites on WCT2. It was agreed the former tenants be written too.

ALL16/22 FENCING POSTS

It was agreed to purchase 10 further posts to finish the renewal of fencing adjoining the By-pass and 15 for future usage during the year.

ALL17/22 COMMITTEE BUDGET

The Town Clerk and Mrs. A.Hall presented the Committees April budget statement and answered members questions, report noted and received.

ALL18/22 TENANCY ALLOCATION

Due to GDPR the list of sites allocated remains redacted to the public but attached to minutes as individual residents are referred to.

ALL19.0/22 NEXT MEETING

To be 15th June 2022 in Hutton House 10.30am

Signed:-
Mayor of Chilton
13th June 2022