



CHILTON TOWN COUNCIL

Minutes of a meeting of Chilton Town Council Cemetery Committee held at Hutton House, Chilton, County Durham, on Tuesday 28th June 2022

Chairman: *Councillor J.Cairns*

Present:- *Cllrs, M. Young, P.Malpas, P.Davies, E..Bruce, S..Sutherland, J.Houlihan, V.Collinson, L.Rundle*

In attendance: J.Robinson Town Clerk

Members of the public: no members of the public present

CEM 13.0.0/22. APOLOGIES

Cllrs. A.Bruce, K.Hornsby

CEM 14.0/22 DECLARATION OF INTERESTS

None

CEM 15.0/22. MEMBER DISPENSATION

None.

CEM 16.0/22 PUBLIC PARTICIPATION

No members of the public present.

PART 1

CEM 17.0/22 REPORT ON RECENT ISSUES

Cllr. J.Cairns and the Town Clerk gave members an update in regards to work being undertaken at the cemetery. Members had earlier visited the office block and it was agreed to get quotes to remove everything from inside the office block and repair office roof prior to decorating the interior of the building. Quotes to replace fencing to the side of the building also. Cllr. V.Collinson advised members the building will also need asbestos and legionella testing. Cllr. S.Sutherland suggested a skip be hired to take away the unwanted items from the cemetery, Hutton House and Miners Welfare. Cost to be explored.

CEM 18.0/22 BACK FILLING

S.E.Landscape had earlier at the site visit confirmed they had commenced a programme of back filling of graves.

CEM 19.0/22 CURRENT COMMITTEE BUDGET

Members considered current monthly budget income/spend to date in the civic year.

CEM 20.0/22 RENOVATION PROGRAMME

The Town Clerk advised 1 tender has been received for the block paving, a second one is due shortly, both to be presented to the monthly council meeting. 20 roses have been order 10 for the circle area and 10 for the Miners Memorial grounds. A tender to provide block paving around memorial garden has also been received, second one due shortly. Town Clerk is trying to obtain a quote to repair the water feature in the memorial garden also.

PART 2

CEM 21.0/22 CONFIRM SIZE OF EXTENSION

Cllr. J.Cairns advised she and the Vice Chairman had inspected the legal transfer order and the land transferred is as previously agreed in size.

CEM 22.0/22 CEMETEREY EXTENSION

It was agreed Cllr. J.Cairns and Clerk present an action plan for taking this forward to the next meeting for agreement, at 116.6meters.

CEM 23.0/22 APPOINTING EXTERNAL ADVISER

Members agreed to go out to tender for an external contractor to assist in the extension process to its fruition. This was prosed Cllr. J.Cairns and seconded Cllr. M.Young.

CEM 24.0/22 APPLICATION FOR PLANNING PERMISSION

The Town Clerk advised he had spoken to DCC Planning and they have confirmed full planning application is required. Cllr. J.Cairns proposed, Cllr. M.Young seconded and agreed to obtain details and costs for the application itself and obtain an appropriate planning consultant to assist.

CEM 25.0.0/22 PROPOSED BUDGET FOR EXTENSION

The Town Clerk advised current EMR for the extension programme stands at £30,000 with a resolution to transfer £10,000 per year to this EMR.

PART 3

CEM26.0/22 CONFIRM SIZE OF CHARLOTTE GARDEN

Cllr. M.Young advised a similar size for the garden to the extension appears to be the offer. It was agreed to arrange a meeting with Earl Eldon to confirm size of garden and also plans members have for the garden.

CEM27.0/22 E.O.I TO AAP FUNDING

Cllr. J.Cairns advised an application to the AAP for £20,000 from Towns and Villages funding has been made and awaiting a reply, other funding applications to be made. Cllr. J.Cairns advised a specific bio-diversity 106 fund is available, Town Clerk to obtain further information of same.

CEM28.0/22 REPAIR TO MEMORIAL

Town Clerk reported on a recent complaint that the Council external contractor had damaged a headstone. External advice was the damage had been made and a cost of £230 had been obtained. Company has agreed to pay. Agreed to contact the family and proceed with repair.

Signed:-

Mayor of Chilton
12th July 2022