



CHILTON TOWN COUNCIL

Minutes of a meeting of Chilton Town Council
held at Hutton House, Chilton, County Durham, on
Tuesday 12th April 2022 at 6.30pm

Chairman: *Councillor E. Bruce (Mayor)*

Present: *S.Sutherland, J.Cairns, V.Collinson, K.Hornsby, P.Davies, M.Young.*

In attendance: Mr. J.Robinson Town Clerk

Members of the public: 2 members of the public present

Before commencing the meeting the Mayor and members stood in silence for a minute in support of the people of Ukraine

OM293.0/21. APOLOGIES

Cllrs. A.Bruce, J.Houlihan, Malpas.

OM294.0/21 DECLARATION OF INTERESTS

Cllr. E. Bruce as her husband is an allotment tenant.

OM295.0/21. MEMBER DISPENSATION

None.

OM296.0/21 PUBLIC PARTICIPATION

No issue raised.

OM297.0/21 REPORT FROM MAYOR

The Mayor advised she had nothing to report.

OM298.0/21 PUBLIC PARTICIPATION

There were no residents present.

OM299.0/21 MINUTES OF CHILTON TOWN COUNCIL HELD ON 8th MARCH 2022

Resolved:- on a proposal by Cllr.P.Davies, seconded by Cllr. V.collinson and agreed to endorse both the minutes and recommendations therein.

OM300.0/21 MINUTES OF A MEETING OF THE COMMUNITY COMMITTEE HELD ON 8TH MARCH 2022

Resolved:- on a proposal by Cllr.K.Hornsby seconded by Cllr.V.Collinson and agreed, to endorse both minutes and recommendations therein.

OM301.0/21 MINUTES OF ALLOTMENT COMMITTEE HELD ON 17TH MARCH 2022

Resolved:- on a proposal by Cllr.S.Sutherland seconded by Cllr.E.Bruce, and agreed to endorse both minutes and recommendations therein.

OM302.0/21 MINUTES OF SPECIAL COUNCIL HELD ON 22ND MARCH 2022

Resolved:- on a proposal by Cllr. S.Sutherland seconded by Cllr.M.Young, and agreed to endorse both minutes and recommendations therein.

OM303.0/21 REPORT ON JUNIOR COUNCIL HELD 1st APRIL 2022

The Mayor and Cllr. J. Cairns along with the Town Clerk gave a report on the recent Junior Town Council meeting and agreed. Cllr. J.Cairns in her role as County Councillor advised she had promised to follow up the parking issues for the Junior Council and would report back to their next meeting.

OM304.0/21 CO-OPTION

Members agreed to advertise the vacancy after Easter and aim to interview in May.

OM305.0/21 CORRESPONDENCE

Members received and noted the following:-

- a. Several dates for CDALC/NALC training, previously circulated to members.
- b. NALC directions in respect to Co-options and member attendance issues, received.
- c. Next Larger Local Council meeting to be held on 19th May, 10.30am in Shildon. To be passed onto the members elected at Annual meeting to attend.
- d. Notification of a land registry issue on South Downs, matter to be referred to DCC for advise.
- e. Cllr.E.Bruce advised she had had tenants contact her regarding the new pricing regime for allotments based upon the report undertaken by Northern Counties Allotment Association. Agreed to refer the matter to the new Allotment Committee to be elected in May to take forward and report back.

OM306.0/21 COUNTY COUNCILLOR REPORT

Cllr. J.Cairns reported on the following:-

- a. March had been a quiet month for Council meetings but she had attended a Full Council.

- b. She had attended the Junior Town Council and would follow up on issues raised.
- c. She had arranged a Multi Agency Walkabout and issues raised being taken forward
- d. PACT meeting had been poorly attended
- e. Towns and Village Funding stream is now open for expressions of interest.
- f. Ladder Centre sessions to begin in April.

OM307.0/21 ANNUAL TOWN MEETING

The Clerk advised all is in place for the meeting to be held on Tuesday 3rd May 2022. The meeting to be held in St. Aidan's Church Hall at 6.30pm. Councillor Clarins has agreed to present an Annual County Council report, however the Police are unable to undertake a Police report at this time. Meeting to be advertised on Council Website, Facebook and advertised in The Chapter.

OM308.0/21 PLANNING

Members considered 2 applications regarding the position and retention of the ATM machine at the petrol station. It was agreed not to raise any objections to either application..

OM309.0/21 MONTHLY INCOME/EXPENDITURE

Resolved:- proposed Cllr. S.Sutherland and seconded by Cllr. V.Collinson and agreed to endorse the monthly Reconciliation report. The Clerk advised members the Internal Audit to take place 27th/28th May 2022.

OM310.0/21 PUBLIC LIGHTS

The Clerk advised Northern PowerGrid and DCC had agreed to the removal of the 30 lamps not owned by Chilton Town Council and as a result a saving of £1500 will be made.

OM311.0/21 MEETING DATES FOR MAY

The dates for may meetings were agreed. Annual Council meeting to be held on Tuesday 10th May 2022.

OM312.0/21 EXCLUSION OF PRESS AND PUBLIC

On a proposal made by Cllr. S.Sutherland, seconded by Cllr. V.Collinson and agreed that due to the nature of the remaining business the press and public be excluded.

OM313.0/21 TENDERS

Resolved:- on a proposal by Cllr.S.Sutherland seconded by Cllr. P.Davies and agreed by members to accept the following tenders (details for all tender submissions in Tender Record).

- a. Tender B for the provision of replacement lights £7,000 (using allocation from both 22 and 23 budget)

- b. Tender A to undertake remedial work on WCT2 allotment site total cost £4,000, agreed to accept fencing quote of £4200 but not to be commenced till site cleared and new demarcation of allotments
- c. Tender B remove metal railings in Cemetery on a 50/50 basis
- d. to accept Tender B for the provision of carpeting in Hutton House, £3150

OM314.0/21 LAND SALE ISSUE

Members received a report in regard to a land sale in the Town and a potential impact on Town Council owned land. Matter to be monitored and reported back to May Full Council.

OM315.0/21 STAFFING BUSINESS CASE

members considered a business case for the recruitment of a receptionist/admin support officer for a 6-month trial period. Members considered the case with several members taking part in the debate.

Resolved: - On a proposal by Cllr. S. Sutherland seconded by Cllr. V.Collinson to defer the business case for additional information on footfall into Hutton House and more quantitative data.

OM316.0/21 ALLOTMENT ISSUE

Members received a letter from a joint tenant in regard to an incident regarding their allotment and their decision to involve/report the matter to the police. Members agreed to note the letter and await the outcome of any police involvement.

OM317.0/21 NEXT MEETING

To be the Annual meeting of the Town Council and to be held on Tuesday 10th May 2022, Hutton House.

Signed:-

Mayor of Chilton
10th May 2022