



CHILTON TOWN COUNCIL

Minutes of a meeting of Chilton Town Council
held at Hutton House, Chilton, County Durham, on
Tuesday 14th March 2023.

Chairman: *Councillor M. Young (Mayor)*

Present: *E. Bruce, J. Cairns, P. Davies, J. Houlihan, V. Collinson,
P. Herbert, K. Hornsby, P. Malpas, L. Rundle*

In attendance: Mr. J. Robinson Town Clerk

Members of the public: no members of the public present

OM232.0/22. APOLOGIES

Cllr. A. Bruce (ill health), S. Sutherland (ill health).

OM233.0/22 DECLARATION OF INTERESTS

Cllr. J. Cairns in respect of any matters referring to Durham County Council.
Cllr. P. Herbert in respect of being an allotment tenant

OM234.0/22. MEMBER DISPENSATION

None.

OM235.0/22 PUBLIC PARTICIPATION

None

OM236.0/21 REPORT OF MAYOR

Cllr. M. Young advised the Queen Elizabeth II Park is now complete. A formal opening to be arranged in April.

OM237.0/22 MINUTES OF CHILTON TOWN COUNCIL HELD ON 14TH FEBRUARY 2023

Cllr. J. Cairns proposed seconded by Cllr. P. Davies and agreed to accept the minutes of the Full Council.

OM238.0/22 MINUTES OF ALLOTMENT COMMITTEE 20TH FEBRUARY 2023

Cllr. P. Malpas proposed, seconded Cllr. P. Davies and carried unanimously. Clerk to arrange a meeting with Bishop Auckland Town Council to investigate joint approach to inspection, and to order 4 skips, 3 for allotments and 1 Hutton House to assist tenants but to make it clear this is a one-off gesture and must not be taken as a yearly event. Town Clerk to also take forward the hiring of an asbestos skip and have it removed from allotment sites.

OM239.0/22 MINUTES OF COMMUNITY COMMITTEE HELD ON 14TH FEBRUARY 2023

Cllr. J. Cairns proposed and seconded Cllr. K. Hornsby and agreed unanimously.

OM240.0/22 COUNTY COUNCILLOR REPORT

Cllr. J. Cairns reported on the following issues:

- a. Full Council on 22nd February set the Community Charge.
- b. She had been involved in a number of local issues.
- c. As Chair of the AAP she had been involved in various funding bids.
- d. She is in discussions with various groups and bodies to spend her Neighbourhood Budget.-
- e. Cllr. V. Collinson requested she chase up the repair of light 731, this she agreed to do
- f. A lengthy discussion with all members contributing in respect of Anti- Social Behaviour. Cllr. J. Cairns agreed to work with the Town Clerk to arrange a multi-agency meeting in April after Easter.

OM241.0/22 CORRESPONDENCE

- a. Several issues raised by residents to Council office had been reported to DCC, copies of reports on file.
- b. Various Civic invites, received.
- c. Various training dates for both members and Officers circulated (via email), received.
- d. DCC consultation on Home to School Transport, members to send any comments to Town Clerk to forward.
- e. DCC Supplementary Planning Consultation, received.

OM242.0/22 PLANNING

Three applications for consideration, but no comments made: -
DM/23/00328/FPA , DM/23/00329/FPA, DM022/03648/FPA

In respect of the Sainsbury application Cllr. J. Cairns agreed to chase up the proximity of any development to houses adjoining.

OM243.0/22 ALLOTMENT COMMITTEE MEETING FORMAT

Members discussed the allotment meetings and tenant's input. It was agreed a separate meeting on the same morning be held with tenants 2 hour prior to the full committee meeting. Cllr. J. Cairns asked that a Terms of Reference be prepared for the meeting and to share with tenants. A 3-month review report to be presented to the September Full Council.

OM244.0/22 MONTHLY MEETING DATES

Monthly meeting dates circulated, agreed same.

OM245.0/22 MONTHLY INCOME/EXPENDITURE REPORT

- a. Cllr. J. Cairns proposed and seconded by Cllr. P. Davies and agreed to accepted monthly finance report. Cllr. E. Bruce sought clarification in regard to 1 outstanding cheque to be cashed.
- b. Town Clerk advised the full £8197 from the Co-op account has been transferred to the Miners Welfare Charity.
- c. NEREO circulars regarding the 2023 Pay claim.
- d. Notification because of a court case VAT to be charged on sport facilities.

OM.246/22 MEMBER/TENANT LIASON ROLE

Members considered a report from the Allotment Committee to establish a joint working role between 1 member and 1 tenant for each site to act as link roles between the Council and tenants. This was agreed. Cllr. J. Cairns requested a Terms of Reference for the group to be circulated. Cllr. V. Collinson requested a Quality Impact Assessment be undertaken. It was also agreed to be a 3-month trial period with a report to the September meeting.

OM247/22 CORONATION

The Town Clerk advised members of the current plans for the weekend. It was agreed to charge £1 for the Street Party, and due to food hygiene concerns to provide no food on this occasion, this was proposed Cllr. J. Cairns seconded Cllr. V. Collinson.

OM248.0/22 CORONATION CELEBRATIONS

The Mayor and Town Clerk gave a report on the member/officer/community meetings regarding celebrating the Coronation. Report agreed. Next meeting of event working group to be 27th February at 5.30pm, public meeting Monday 13th February at 2pm.

OM249.0/22 CEMETERY MEMORIAL GARDEN

To be held 21st April 2023 at 3.30pm.

OM250.0/22 AGM CHILTON RESIDENTS ASSOCIATION

Cllr. J. Cairns and Town Clerk gave a report on the meeting. Their Annual Report on file. Cllrs. S. Sutherland and J. Houlihan elected to serve on the committee.

OM251.0/22 PACT

Cllr. E. Bruce advised the meeting had not taken place as no members of the public had attended. It had been the PCSO and herself in attendance.

OM252.0/22 EXCLUSION OF PRESS AND PUBLIC

It was proposed Cllr. J. Cairns seconded Cllr. P. Davies and agreed to exclude the press and public for the remainder of the meeting.

OM253.0/22 FOI

The Town Clerk advised an FOI had been submitted and a reply sent. No further action is required as it referred to services not provided by Chilton Town Council

OM254.0/22 F.O.I

Town Clerk advised a FOI in respect of the cemetery has been received and replied to.

OM255.0/22 DISPUTED LAND

The Mayor and Town Clerk presented a report on the current position in regard to the disputed land and current legal issues. It was agreed to proceed as advised by the solicitor and a further report to be given at the April meeting. Costs to date are £360.

OM256.0/22 ALTERATION WORK HUTTON HOUSE

Members considered a report and quotes in respect of Hutton House. The Town Clerk advised the chimney had not been capped off and as a result this was causing the damp and need for it to be capped off, remedial work and decoration to internal walls. Member accepted the quote from IPS Ltd. (report on file)

A general discussion took place in regards to the provision of a kitchen type facility in the community room area. Cllr. J.Houlihan advised it could be sited in the small room adjacent. Cllr. E. Bruce advised in her opinion the facility is not needed and the use of the kitchen in the office area should be considered. It was agreed to defer this matter to the April meeting and Town Clerk obtain a further report into costing etc.

OM227.0/22 DATE OF NEXT MEETING

The next meeting to be held on Tuesday 18th April 2023.

Signed: -

Mayor of Chilton
18th April 2023