



# CHILTON TOWN COUNCIL

**Minutes of a meeting of Chilton Town Council Policy and Resources**  
held at Hutton House, Chilton, County Durham, on  
Tuesday 27<sup>th</sup> June 2023.

**Chairman:** *Councillor S. Sutherland*

**Present:** *E. Bruce, J. Cairns, V. Collinson, J. Houlihan,*

**In attendance:** - **Mr. J. Robinson** Town Clerk

**Members of the public:** No members of the public present

## **PR24.0/23. APOLOGIES**

Cllr. A. Bruce (ill health), Cllr. P. Herbert, Cllr. K. Hornsby (family issues), Cllr. M. Young (work)

## **PR25.0/23 DECLARATION OF INTERESTS**

Nil.

## **PR26.0/23 MEMBER DISPENSATION**

None.

## **PR27.0/23 PUBLIC PARTICIPATION**

None

## **PR28.0/23 MINUTES OF MAY MEETING**

No issues were raised by members.

## **PR29.0/23 COUNCIL VACANCY**

Town Clerk advised at the due closing time 10 electors had not signed to call an election and therefore Town Council must now proceed to Co-opt to fill the vacancy. It was agreed due to holiday period to commence the procedure in September.

### **PR30.0/23 SPEED WATCH**

Town Clerk advised as part of DCC CAT Programme the police had recently undertaken a speed watch session and found over 20 cars speeding along road informant of West Chilton Terrace. There had only been 1 response to the article in The Chapter asking for volunteers and this was a resident from Ferryhill asking if it could be extended to cover Ferryhill. It was agreed to try again in The Chapter and to add to both next Newsletter and Council social media.

### **PR31.0/23 CARBON NEUTRALITY/CLIMATE CHANGE**

Cllr. S. Sutherland and the Town Clerk advised a recent CDALC circular from NALC had highlighted the need for Town Councils to now address these issues and have both a Policy and action plan to address this area. Every report should carry implications of no action in this field. The former agreement to organise a climate change conference as proposed by Cllr. S. Sutherland, and agreed, was raised.

It was agreed to take both the issue forward both and a draft Policy to the September meeting.

### **PR32.0/23 APPLICATION FOR COMMUNITY GRANT**

It was agreed to support an application from Chilton Age Concern to the tune of £300 to support their various outings. This was proposed Cllr. J. Cairns, seconded Cllr. S. Sutherland and carried.

### **PR33.0/23 POLICY ADOPTION**

The following Polices were reviewed and agreed, next review date July 2024: -

- Health and Safety Policy
- Fire Safety Policy
- Expenses Policy
- Whistleblowing Policy
- Equality and Diversity Policy
- Data Protection Policy
- Access to Council meetings and Documents
- Publication Scheme
- Retention and Destruction Policy

### **PR34.0/23 RESERVE STRATEGY**

Town Clerk advised the need for a Reserve Strategy and to investigate other forms of investing Council Funds. SLCC had suggested using either DCC to loan money too or to invest in Charities Church and Local Authorities Asset Management (CCLA). It was agreed to place on September Agenda and Clerk to investigate further CCLA.

### **PR35.0/23 SURVEY OF ASBESTOS HUTTON HOUSE**

Town Clerk advise the report undertaken in 2019 had recommended a yearly survey be undertaken and it has not been done. Cllr. V.Collinson said it was important it be undertaken. Cllr. S. Sutherland agreed and supported Cllr. V.Collinson. It was agreed to obtain a price for the September meeting.

### **PR36.0/23 REPORT ON ANTI SOCIAL BEHAVIOUR MULT AGENCY MEETING**

Cllr. S. Sutherland reported on the recent multi agency meeting to discuss ASB. Police say little reporting being done and urged residents to report incidents. Regarding Miners Welfare Ground, suggestions by police referred to this group.

### **PR37.0/23 REPORT ON MEETING WITH NERAMS**

Both Cllr. J. Houlihan and S. Sutherland gave a report on the meeting held between themselves, Town Clerk and NERAMS regarding parking issues. Agreed to monitor to see if any improvement noted.

### **PR38.0/23 NEIGHBOURHOOD PLAN**

It was agreed to proceed with the first meeting to be held on Monday 10th July at 7pm in Hutton House. Councillor membership to be: -  
DCC Cllr. J. Carins  
CTC 2 independents at each meeting from Cllr. M. Young, P. Malpas, P. Herbert, J. Houlihan and 2 Labour Cllrs. S. Sutherland, E. Bruce.

Remaining membership be made up of Members of the Public, Town Groups, Businesses, Statutory bodies.

### **PR39.0/23 CIVIC COFFEE MORNING**

Members noted the Mayors Coffee Morning had raised £212 for her Charities.

### **PR40.0/23 EXCLUSION OF PRESS AND PUBLIC**

There were no matters to discuss in Part B.

### **PR41.0/23 DATE OF NEXT MEETING**

To be held Tuesday 25th July following Cemetery Committee in Hutton House.

Signed: -

Mayor of Chilton  
11<sup>th</sup> July 2023