



CHILTON TOWN COUNCIL

Minutes of a meeting of Chilton Town Council Allotment
held at Hutton House, Chilton, County Durham, on
Monday 17th July 2023.

Chairman: *Councillor V. Collinson*

Present: *E. Bruce, P. Malpas.*

Substitute:- Cllr. J. Houlihan for Cllr. S. Sutherland

Mr. J. Robinson Town Clerk

Members of the public: 4 members of the public present

ALL34.0/23. APOLOGIES

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

ALL35.0/23 DECLARATION OF INTERESTS

Nil.

ALL36.0/23 MEMBER DISPENSATION

None.

ALL37.0/23 PUBLIC PARTICIPATION

The following issues were raised by tenants:-

- a. Fly Tipping remains an issue across all sites.
- b. Water issue on WCT appears to have been resolved via work on an adjoining private residence.
- c. Several tenants have had locks stolen or broken, matter reported to PCSO Evans
- d. Cllr. S. Sutherland continues to do individual plot inspections. Drone due 20th September 2023.
- e. 2 members of the public complained regarding the state of an allotment on Prospect Terrace.
- F. It was agreed to advertise early September the Speed Watch scheme and ask for volunteers to assist.

ALL38.0/23 MINUTES OF JUNE MEETING

No issues were raised by members.

ALL39.0/23 REPORT ON ALLOTMENT ISSUES

5 tenants covering 7 plots still have not renewed their leases. Agreed final notice be sent giving 28 days' notice to pay outstanding sum. There remain 12 vacant plots 1 on HW site remainder on the 2 WCT sites.

ALL40.0/23 HAMBELTON WAY FENCING

It was noted the second phase of renewing fencing on Hambleton Way has now finished. Costings to be obtained for both West Chilton sites. Members also noted fencing on the 148 to 150 plots has also been completed, this will enable the dividing of the plots. It was agreed to be undertaken by Cllr. S.Sutherland and Cllr. V.Collinson and office staff in line with already agreed sizes.

ALL41.0/23 QUATERLY BUDGET

Members noted the quarterly income/expenditure report circulated prior to the meeting by Town Clerk. Members noted the figures showed 83% of Annual Budget spent in first quarter, this being due to the cost of fencing and allotment repairs exceeding annual budget set. The October meeting will receive the 6 monthly position and an in-depth review to be taken then as there will be a clear overspend at this point.

ALL42.0/23 LITTER BINS

It was agreed to purchase 7 litter bins out of the grant from Cllr. J.Carins and to agree the sites at the next meeting.

ALL43.0/23 REQUEST FROM TENANT

A request from a tenant to site a porta-cabin type building on a plot was considered. It was agreed a site visit take place and as Cllr. S.Sutherland was not present, Cllr. V.Collinson (Vice Chair) will Chair the visit. As it will be in August recess delegated authority to Cllr. V.Collinson and members was agreed, with Cllr. V.Collinson reporting back to September meetings.

ALL44.0/23 PLAYGROUNDS

The monthly DCC Inspection report was received and noted no piece of equipment was highlighted as needing attention.

ALL 45.0/23 MEMBERS LIAISON ROLE/MEETINGS

As of the start of the meeting no tenants had come forward to undertake this role. It was agreed elected members identified for each site supply names to the Town Clerk by 1st September of the tenant who would be working with them on their identified site so an initial meeting could be arranged in September 2023.

ALL46.0/23 EXCLUSION OF PRESS AND PUBLIC

Cllr. J.Houlihan proposed seconded by Cllr. E.Bruce and agreed to exclude members of the public and press from the remainder of the meeting due to the nature of the business to be transacted.

ALL 47.0/23 ALLOTMENT UPDATE

Members received an up-to-date report in respect of current allocations. Report noted. The outstanding repairs to be undertaken.

ALL48.0/23 ASBESTOS REMOVAL

Members agreed to obtain quotes for asbestos removal for the September meeting. It was also agreed to order 4 skips, one for each site to be in situ first week in October.

ALL 49.0/23 TENANT COMPLAINT

Members received a report from the investigation into the tenant complaint, and report noted.

ALL50.0/23 DATE OF NEXT MEETING

To be held Monday 18th September at 10.30am in Hutton House.

Signed: -

Mayor of Chilton
12th September 2023