



# CHILTON TOWN COUNCIL

**Minutes of a meeting of Chilton Town Council Cemetery Committee**  
held at Hutton House, Chilton, County Durham, on  
Tuesday 24th May 2022

**Chairman:** *Councillor J.Cairns*

**Present:-** *Cllrs, E.Bruce, V.Collinson, K.Hornsby, P.Malpas, L.Rundle, M.Young*

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

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

## **CEM 1.0/22. APOLOGIES**

Cllrs. A.Bruce, P.Davies,

## **CEM 2.0/22 DECLARATION OF INTERESTS**

None

## **CEM 3.0/22. MEMBER DISPENSATION**

None.

## **CEM 4.0/22 PUBLIC PARTICIPATION**

No members of the public present.

## **CEM 5.0/22 REPORT ON RECENT ISSUES**

The Clerk reported on recent internments/headstone/plaque applications, report received.

## **CEM 6.0/22 REPORT FROM S.E.LANDSCAPE**

No report submitted, agreed to invite Mr. S.Ellwood to the June meeting

## **CEM 7.0/22 MEMORIAL TESTING**

Clerk advised the initial testing by S.E.Landscape had identified 21 needing further inspection. Clerk advised DCC have agreed to inspect and report back to Council in July.

### **CEM 8.0/22 TOILET/OFFICE BLOCK**

The Clerk advised the contractor will start the repairs in mid June, doors etc have been ordered. It was agreed Clerk arrange for boardroom to be opened prior to the next meeting for members to inspect.

### **CEM 9.0/22 REPORT ON MEMBER VISIT AND ACTION PLAN**

Cllr. J.Cairns advised she and the Clerk had visited the Cemetery to look at the issues previously raised by members. A number of actions have been done, e.g. clearing of central flower bed, removal of container, fencing to the compound. However a number of other issues in the action plan have been put out to tender. It was agreed to place the action plan and tenders on the next agenda.

### **CEM 10.0/22 CEMETEREY EXTENSION**

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

### **CEM 11.0/22 COMMITTEE BUDGET**

Members received and discussed the current budget report for April 2022

### **CEM 12.0/22 CEM APPLICATION TO DONATE MEMORIAL SEAT**

Members agreed in principal to accept a donation of a seat in memory of a former resident. Chairman and Clerk to arrange to meet with the applicant and discuss both quality of seat to be donated and future maintenance/ownership.

### **CEM 12.0.0/22 NEXT MEETING**

The next meeting to be held on Tuesday 28th June 2022 Hutton House at 6.00pm,  
meeting 5.30pm at Cemetery for inspection of Boardroom building

Signed:-

Mayor of Chilton  
14th June 2022