



CHILTON TOWN COUNCIL

Minutes of a meeting of Chilton Town Council Policy and Resources
held at Hutton House, Chilton, County Durham, on
Tuesday 27th February 2024.

Chairman: *Councillor P.Malpas,*

Present: *E. Bruce, V.Collinson, J.Houlihan, K.Hornsby, P.Herbert, S.Sutherland.*

In attendance:- Mr. J. Robinson Town Clerk

Members of the public: No members of the public present

PR64.0/23. APOLOGIES

Cllr. J. Cairns (family issues), M.Young (work) C. Kipling (holiday)

PR65.0/23 DECLARATION OF INTERESTS

Cllr. V.Collinson and P.Malpas for item on LIVIN garages as tenants.

PR66.0/23 MEMBER DISPENSATION

None.

PR67.0/23 PUBLIC PARTICIPATION

None

PR68.0/23 MINUTES OF 27TH JANUARY 2024 MEETING

No issues were raised by members.

PR69.0/23 ANNUAL TOWN ASSEMBLY

It was agreed to hold the meeting Tuesday 7th May 2024 in Chilton Catholic Club. It was also noted PCC Election to take place 2nd May 2024 and Hutton House will be a polling station.

PR70.0/23MOBILE PHONE

Town Clerk advised the mobile phone is out of contract, but Council continue to pay the monthly figure. He asked if Council wished to continue with a mobile or to cancel. Cllr. E.Bruce advised members the contract is in her name, and she is happy to cancel if Council pass a resolution to do so. Members agreed to cancel the contract and buy a pay as you go phone in case of emergencies/need of staff/Mayor. Members were reminded that if in out of hours the number given is not answered it will automatically divert to Town Clerks own phone.

PR71.0/23 HIGHWAYLIGHTING SLA

Town Clerk advised both leases are due for renewal, invoices are higher than expected by terms of the SLA. It was also highlighted that since the old A1 road SLA was signed 2 housing estates have been built and the lights should be the responsibility of DCC. Town Clerk has emailed Head of Highways for a meeting but no reply to date. It was agreed Town Clerk chase up the meeting.

PR 72.0/23 CHILTON CARBON NEUTRAL PROGRAMME

The report was received, and it was agreed to await further reports from the Chilton Green Energy Group.

PR73.0/23 REPORT ON MEETING WITH DCC RE REFURBISHMENT OF WCT/DENE BRIDGE

Cllr. S.Sutherland reported on the meeting between DCC, Green Energy, County Councillor, Mayor/Deputy Mayor, and Town Clerk. At present over 50 complaints raised. A open drop in day is to be held on Wednesday 28th February in Hutton House for residents to meet DCC Offices.

PR73.0/23 LIVIN GARAGES

It was proposed S.Sutherland seconded J.Houlihan and agreed to advise LIVIN Council agree in principle to take on ownership of the sites. Town Clerk advised LIVIN will now through their legal team take the matter forward.

PR74.0/23 WASTE TRADE LICENCE

Town Clerk advised we now require a trade waste agreement with DCC for all waste from Hutton House. It was proposed Cllr. S.Sutherland seconded by Cllr. J.Houlihan and agreed to accept the DCC quote of £737.62.

PR75.0/23 CHILTON 150 GROUP.

Town Clerk advised the Chilton 150 group are seeking the £1000 agreed with them for phase 2 by former Town Clerk Mrs. P. Cant. The grant will be used to finish the photographic boards in Hutton House and refreshments for the cinema launch event. It was proposed Cllr. S.Sutherland seconded Cllr. P.Malpas and agreed to give the grant as promised by Mrs. P. Cant in April of the new civic year.

PR76.0/23 WEBSITE CONTRACT REVIEW

Town Clerk advised members the current website contract is due for renewal in April and staff are preparing a report for the March meeting on suggested alternatives/companies. Report noted.

PR77.0/23 AGAR RISK ASSESSMENT 2024

Town Clerk advised at the March meeting in line with new regulations the Internal Control Report and Risk Register will need to be presented instead of in May. This was noted.

PR78.0/23 CDALC/CCLA

Town Clerk reported on the recent meeting of the Larger Local Council Forum he and Cllr. E.Bruce had attended. The Royal Garden Party nominees were from Brandon and Byshottle. There was a presentation from CCLA and benefits of investing with them. It was agreed to set up a meeting with CCLA to explore if it would be of benefit to Chilton.

PR79.0/23 MIF/COMMUNITY GRANT

Members considered if it was of benefit to introduce a MIF scheme as opposed to the Community grant as present. It was proposed Cllr. E.Bruce seconded by Cllr. J.Houlihan and agreed to retain the Community Grant scheme.

PR80.0/23 ARMED FORCES COVENANT

Cllr. P.Malpas advised as Mayor she has signed the covenant. This was welcomed by members.

PR81.0/23 MARTYNS LAW/EMERGENCY PLANNING

Members agreed to a working party to be established to produce a policy to cover both the law and emergency planning for the community.

PR82.0/23 NWA LETTER

Cllr. S.Sutherland advised members a letter has been sent by NWA regarding flooding /blockage issues. It was agreed to refer any queries in respect of the letter to NWA themselves.

PR83.0/23 TREE POLICY

Members considered the draft report, amendments to be made as suggested by members and be brought back to the next meeting.

PR84.0/23 DIISPUTED LAND

It was agreed to request a meeting with solicitors to discuss current position and way forward.

PR85.0/23 FOI

Town Clerk advised there had been 1 FOI submitted and reply sent.

PR86.0/23 EXCLUSION OF PRESS AND PUBLIC

It was proposed Cllr. S.Sutherland seconded by Cllr. J.Houlihan and agreed to exclude both press and public from the remainder of the meeting due to the nature of the business to be considered.

PR87.0/23 TREESURVEY CEMETERY

It was proposed Cllr. S.Sutherland seconded by Cllr. J.Houlihan and agreed to accept quote three at a price of £485 to undertake the cemetery tree survey.

PR 88.0/23 DATE OF NEXT MEETING

To be held 9th April 2024.

Signed: -

Mayor of Chilton
12th March 2024