



# CHILTON TOWN COUNCIL

## **Minutes of a meeting of Chilton Town Council Allotment** held at Hutton House, Chilton, County Durham, on Tuesday 27<sup>th</sup> February 2024

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

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

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

The meeting was re-convened as the meeting due earlier in the month had not been quorate.

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

### **ALL111.0/23. APOLOGIES**

Cllr. C. Kipling (holiday)

### **ALL112.0/23 DECLARATION OF INTERESTS**

Cllr. E.Bruce regarding item 13 as the author of the letter is a relative. P.Herbert to be an observer as she is an allotment holder.

### **ALL113.0/23 MEMBER DISPENSATION**

None.

### **ALL114.0/23 PUBLIC PARTICIPATION**

There was no public present.

### **ALL115.0/23 MINUTES OF 15<sup>th</sup> January 2024 MEETING**

Members noted same, no actions to be taken.

### **ALL116.0/23 REPORT ON ALLOTMENT ISSUES**

Members received an update report on the vacancies and allocation of allotment sites.

#### **ALL117.0/23 2024 TENANCY RENEWAL**

Town Clerk advised all documentation has been sent to tenants and renewals are coming in slowly.

#### **ALL118.0/23 2024/25 NAS ANNUAL GENERAL MEETING**

Members noted the date was Saturday 8<sup>th</sup> June 2024 same day as D-Day Celebrations. It was agreed not to attend.

#### **ALL119.0/23 INSPECTION REGIME**

Town Clerk advised the job description for the handyman/inspection post will go to the special Human Resources meeting on Monday 11<sup>th</sup> March 2024.

#### **ALL120.0/23 TENANTS MEETING**

Cllr. S.Sutherland gave the report of the Tenants Open meeting held on 10<sup>th</sup> February 2024. He advised 14 people had attended. The main issue was water and he had advised them this issue is to be dealt with by the Committee over the coming months.

#### **ALL121.0/23 ALLOTMENT 124/25 BOUNDARY.**

Cllr. S.Sutherland advised there is a issue regarding these 2 allotment boundaries and trees. It was agreed the trees due to the new contract are the responsibility of the tenant. Cllr. S.Sutherland to meet with the tenant to discuss remedial work to the trees.

#### **ALL122.0/23 ALLOTMENT 211**

It was agreed to replace the gate on this allotment as current one is badly damaged.

#### **ALL 123.0/23 LETTER FROM MRS. S.**

Members considered a request from the tenant to combine both her allotments into 1. They had been tendered as a single plot for many years and she felt it would only raise her tenancy to a larger plot category. After discussion it was proposed Cllr. S.Sutherland seconded by Cllr. V.Collinson and agreed on this occasion only, and not setting a precedent, the request for the plots to become 1 was agreed. In the letter Mrs. S had referred to in her opinion the blanket cost of water to all plots regardless of size being unfair. Cllr. S.Sutherland advised this is an issue to be covered by the forthcoming water review.

#### **ALL 124.0/23 PLAYGROUND INSPECTION REPROTS**

Town Clerk advised the Annual Play Company Inspection, and quarterly DCC inspection reports were available. it was agreed to organise a special meeting to review both reports and prepare an action plan to be considered at the next meeting of the Committee.

#### **ALL125.0/23 GRAZING LICENCE/POLICY**

Cllr. S.Sutherland proposed seconded by Cllr. J.Houlihan and agreed to adopt the Grazing Licence/Policy as tabled.

### **ALL126.0/23 TREE POLICY**

Town Clerk tabled the circulated draft, Tree Policy. Cllr. V.Collinson proposed several amendments. It was agreed Town Clerk alter the draft policy to reflect the comments of Cllr. V.Collinson and bring it back to the March committee meeting.

### **ALL127.0/23 TENNYSON PLAY AREA**

Town Clerk advised members it is still Council Policy to provide this additional play area and asked what members wished to do. Cllr. P.Herbert expressed concerns regarding safety due to the roads adjoining and height of fence. Cllr. E.Bruce expressed concern regarding potential costs for planning permission and safety. Cllr. P.Malpas proposed Cllr. S.Sutherland seconded and agreed to apply to DCC for preplanning advise prior to any further action being taken.

### **ALL128.0/23 EXCLUSION OF PRESS AND PUBLIC**

It was proposed Cllr. S.Sutherland seconded Cllr. J.Houlihan and agreed to exclude press and public form the remainder of the meeting.

### **ALL129.0/23 ALLOTMENT REPORT**

Members considered the report submitted by Mrs. A.Hall and agreed/noted the following:

- 1.payments by ex-tenants continue to be received. It was agreed to take forward application to the small claims court for 2 ex-tenants who still owed for clearing their site. This was proposed Cllr. S.Sutherland seconded by Cllr. J.Houlihan.
2. Prosed Cllr. J.Houlihan seconded by Cllr. S.Sutherland, and agreed, WCT170 be given permission to erect a greenhouse but no concrete base.

### **ALL130.0/23 DATE OF NEXT MEETING**

To be held Monday 18<sup>th</sup> March 2024 at 10.30am in Hutton House.

Signed: -

Mayor of Chilton  
12<sup>th</sup> March 2024