



CHILTON TOWN COUNCIL

Minutes of a meeting of Chilton Town Council Allotment
held at Hutton House, Chilton, County Durham, on
Monday 21st October 2024 at 10.30am

Chair: *Councillor S.Sutherland*

Present: *E. Bruce, J. Houlihan*

Members of the public: 1 members of the public present

Deputy Clerk: A. Hall (Minutes)

ALL1.10/24. APOLOGIES

Cllr. V. Collinson, Cllr. S. Reece

ALL2.10/24 DECLARATION OF INTERESTS

None.

ALL3.10/24 MEMBER DISPENSATION

None.

ALL4.10/24 PUBLIC PARTICIPATION

Member of the public raised issues with fly-tipping on the garage site at the top of Prospect Terrace.

ALL5.10/24 MINUTES OF 16th SEPTEMBER AND 23rd SEPTEMBER 2024 MEETINGS

The minutes of the meetings held on 16th September and 23rd September were reviewed by the Committee and approved as a true record.

Proposed Cllr Houlihan, **Seconder** Cllr Bruce

ALL6.10/24 REPORT ON NUMBER OF TENANTS TO PAY AND VACANCIES

Members were informed that there was 1 left to pay that had been missed. It was agreed that the Finance and Admin Officer would follow this up and write to them and report back to the next meeting.

ALL7.10/24 FENCING WEST CHILTON TERRACE

Members were informed that no further quotes had been received. The job had been posted on Checktrade but no providers had replied. Support to be requested from Locum Town Clerk.

ALL8.10/24 REPAIRS AND MAINTENANCE

1. Members were made aware of an issue at WCT – a fence panel had been removed to allow the movement of a shed, which had been left in the space and was stuck. Chair was aware of the situation and the tenant of the allotment had been made aware.
2. The Chair had been approached regarding new locks on a number of other sites (WCT (North) and HW). On HW, following a meeting with DCC, options were looked at to secure Joe's Field, eg, placing more rocks and securing the gate to the allotments.

ALL9.10/24 ANTI-SOCIAL BEHAVIOUR

Members were informed there had been an increase in anti-social behaviour across a couple of sites. Details would be discussed in more detail later in the meeting.

ALL10.10/24 WASTE

A number of gardens were highlighted as having excessive amounts of waste and should be sent a letter requesting they be cleaned up and improved. One garden on WCT should be contacted regarding the amount of commercial waste on their garden.

ALL11.10/24 CORRESPONDENCE

Correspondence had been received regarding the condition of an allotment on PT – this has been discussed in a previous item.

ALL12.10/24 WATER

Members were informed of a problem with a tap on WCT site that needs to be repaired or replaced.

ALL13.10/24 PLAY INSPECTION REPORT

The inspection report had not been made available for this meeting. To liaise with the Town Clerk for future meetings.

ALL14.10/24 FLY TIPPING

No new incidents have been reported, however, there are a couple of outstanding items that have not been removed that should be looked at again.

EXCLUSION OF PRESS AND PUBLIC

Cllr. S. Sutherland proposed and was agreed to exclude due to the nature of business to be transacted both press and public.

ALL15.10/24 ALLOTMENT REPORT

Request had been received from a current tenant to transfer from WCT115 to WCT123 due to anti-social behaviour. Members felt this was appropriate. **AGREED:** To contact tenant and approve transfer on the understanding that WCT115 is cleared of any waste.

Issues relating to anti-social behaviour could be tackled through rules and regulations in the Handbook. We have had a number of reports of anti-social behaviour relating to a particular tenant and their family. This should be monitored and action taken as required.

ALL16.10/24 INSPECTIONS

Discussed earlier to send letters to specific gardens regarding waste.

ALL17.10/24 ALLOCATIONS

Tenants were matched with allotments. Finance and Admin Officer to arrange Allocation meetings, however, it was noted this would not be for a few weeks due to other work commitments and annual leave.

Sizing to be looked at for HW14-19 and passed to requested tenant.

ALL18.10/24 SMALL CLAIMS COURT UPDATE

No further details to discuss.

To be held Monday 25th November 2024 at 10.30am in Hutton House.

Signed: -

Chair of Committee