



# CHILTON TOWN COUNCIL

**Minutes of a meeting of Chilton Town Council Allotment**  
held at Hutton House, Chilton, County Durham, on  
Monday 25<sup>th</sup> November 2024 at 10.30am

**Chair:** *Councillor S.Sutherland*

**Present:** *E. Bruce, J. Houlihan*

**Members of the public:** 2 members of the public present

**Deputy Clerk:** A. Hall (Minutes)

## **ALL1.11/24. APOLOGIES**

Cllr. V. Collinson, Cllr. S. Reece, Cllr. Malpas

## **ALL2.11/24 DECLARATION OF INTERESTS**

None.

## **ALL3.11/24 MEMBER DISPENSATION**

None.

## **ALL4.11/24 PUBLIC PARTICIPATION**

- Member of the public raised issues with fly-tipping on the garage site at the top of Prospect Terrace. Confirmed this had been reported a number of time to Livin.
- Member of the public commented that there had been an improvement in flytipping cases on West Chilton Tce site (South of bypass) since the new locks had been fitted
- Concern raised regarding the allotments on the site that had not been cultivated or looked at this year.
- An idea was put forward regarding fencing – one of the tenants had used Heras fencing and secured this to posts and were sunk into the ground. Suggested this may be a cheaper option for the fencing. **Agreed:** to look into these costs (AH / SS)
- Suggestions required for the community allotments – current volunteers had dropped off – suggested that the allotments 100 and 103 (which are currently not occupied) were incorporated to make a fully accessible community garden and look at promotional events in 2025 for more volunteers.

## **ALL5.11/24 MINUTES OF 21<sup>st</sup> OCTOBER 2024**

The minutes of the meetings held on 21<sup>st</sup> October 2024 were reviewed by the Committee and approved as a true record.

**Proposed** Cllr. E. Bruce, **Seconder** Cllr. J. Houlihan

### **ALL6.11/24 REPORT ON NUMBER OF TENANTS TO PAY AND VACANCIES**

Members were informed that there was 1 left to pay and a letter had been sent. Next step is to move to Notice to Quit. Agreed to follow up in the new year.

### **ALL7.11/24 FENCING WEST CHILTON TERRACE**

One quote had been received and another was expected in the next couple of days for 194-198 metres of fencing with 12 x 3ft gates.

### **ALL8.11/24 REPAIRS AND MAINTENANCE**

The following items have been highlighted as requiring attention:

1. Some of the water taps are leaking. **Agreed:** Cllr Sutherland to make a note of which ones require looking at.
2. Small gate at the bottom of the track on WCT South needs to be repaired – it still locks but needs some remedial work. **Agreed:** Cllr Sutherland to clarify the problem and make necessary arrangements to be repaired.
3. Fencing leading onto the bypass (WCT South) has now fallen over and needs to be repaired. Members were informed the contractor was aware of this and was arranging with one of the nearby tenants to get access.
4. Request had been made to have the padlock welded to a chain on the gate to ensure the padlock does not go missing or accidentally taken off site.

### **ALL9.11/24 ANTI-SOCIAL BEHAVIOUR**

Concerns had been raised regarding incidents of anti-social behaviour on WCT South which was beginning to make gardeners feel uncomfortable. This was being monitored.

**Agreed:** to make the neighbourhood wardens aware of problem with a view to them being able to make part of their rounds (AH)

### **ALL10.11/24 WASTE**

Letters had been sent out to three tenants following the last meeting regarding waste on allotments. Further inspections to be carried out.

Members were informed that one of the tenants had been burning rubbish (eg tyres, plastics) on their allotment. This was to be investigated.

There was a TV on WCT site still to be removed – DCC informed the council it had been removed but on investigation it is still there. **Agreed:** to make arrangements for this to be removed (AH).

### **ALL11.11/24 CORRESPONDENCE**

Further correspondence had been received regarding the condition of an allotment on PT – a letter has been sent to the tenant regarding a build up of rubbish on the allotment.

### **ALL12.11/24 WATER**

Concern had been raised regarding the growing cost of water and potential price increases. Members were aware of this and would be discussing the options as part of the budget setting process due to start in December.

### **ALL13.11/24 PLAY INSPECTION REPORT**

This item is to be removed from the standard agenda for this Committee as it is now being discussed at the Full Council meetings.

### **ALL14.11/24 FLY TIPPING**

No new incidents have been reported. Positive feedback had been received from an allotment tenant on WCT South, who informed the meeting that fly tipping had stopped down that track now that new locks had been fitted.

### **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.

### **ALL15.11/24 ALLOTMENT REPORT**

One of the newly allocated allotments had still to pay and had not returned their paperwork. Contact had been made to progress this.

### **ALL16.11/24 INSPECTIONS**

Members felt the Inspection Policy should be looked at and amended if required. **Agreed:** AH to send a copy of the policy to members to look at and make notes ready for the meeting in January.

### **ALL17.11/24 ALLOCATIONS**

HW14-19 had been resolved and the tenant was now in place.

At the last meeting members agreed allocations – however, due to staff absence these allocations have not been progressed. **Agreed:** to arrange meetings as soon as possible (AH).

### **ALL18.11/24 SMALL CLAIMS COURT UPDATE**

No further details to discuss.

### **ALL19.11/24 DATE OF NEXT MEETING**

To be held on Monday 20<sup>th</sup> January 2025 at 10.30am in Hutton House.

Signed: -

Chair of Committee