



Minutes of the proceedings of the **CHILTON TOWN COUNCIL MEETING** held at Hutton House, Chilton immediately after a presentation to the Town Council from Helen Bradley, Head of Legal and Democratic Services, Durham County Council on Tuesday 11th March 2025

Present: -- Chair - Cllr. S. Sutherland (Mayor)

Cllrs: - D. Bright, E. Bruce, V. Collinson, D. English, P. Herbert, K. Hornsby, J. Houlihan, S. Reece and M. Young

Town Clerk (TC) - Mrs. Joanne Dickinson

Member of the public- None

The meeting commenced at 6.34pm

FC172.0/24- Apologies for Absence –Councillor P. Malpas & County Councillor J. Cairns

FC173.0/24- Declarations of Interest- Cllr English & Cllr Herbert for agenda item 14, minute number FC184.0/24.

FC174.0/24 - Member Dispensations- None received

FC175.0/24- Public Participation-

FC176.0/24- Mayors Report- The following update was provided by the Mayor-

- Thank you to Members for all of their efforts in fundraising this year and a specific thank you to Cllr Houlihan who has been a great support as Consort.
- Attended the Residents' Association Meeting where new members joined the committee.
- The final total for the aluminium cans should be known imminently.
- Free trees ordered by the Town Clerk through the Woodland Trust – Members agreed that the Town Clerk provide further information about what type of trees are in the packs for members to agree a plan for installing/distributing them.
- Fly tipping at Paddock Close has been logged and chased multiple times. The land is Home Group land. Members agreed for a letter to be sent to Home Group asking them to resolve this matter.
- Mayors Charity- Elemore School have accepted the funding offer to provide monies for the pupils to go on school trips and there is funding for the Junior Youth Council Project.
- Community Garden funding from the Mayors Charity will be held by the council until they agree what to spend the funds on.

Members accepted the report

FC177.0/24-

a. Chilton Town Council Meeting held on 11th February 2025

RESOLVED- Cllr Young proposed the minutes be accepted as a true record. Seconded by Cllr Reece. All agreed.

FC178.0/24- Receive minutes of the following committee meetings-

- a. Junior Town Council Meeting held on 13th December 2024
- b. Allotments Committee Meeting held on 20th January 2025

Members agreed to receive the aforementioned minutes

FC178.0/24-County Councillors Report- Councillor Cairns submitted apologies for the meeting due to illness and had submitted a written report which was circulated at the meeting.

Members accepted the report

FC179.0/24- Agree the information required to open an additional bank account with – Town Clerk had looked into various banks and building societies accounts to see if they were free or had a minimal charge. Majority of accounts required a turnover of less than £100k or if they were business accounts there were charges. The Hinckley & Rugby Building Society Instant Access account was free and had an interest rate of 2.2%

RESOLVED- Cllr Reece proposed the council agree for an account to be opened with Hinckley and Rugby Building Society. Seconded by Cllr English. All agreed.

Members agreed for the signatories to be Town Clerk, Finance and Admin Officer, Cllr Bruce and Cllr English.

FC180.0/24- Monthly Financial Reconciliation and Budget Review of year to date spend/available funds for each committee- Town Clerk had previously circulated the information to Members.

Members accepted the report

FC181.0/24- Discuss the option of installing a 1100L bin at the cemetery- Members received the weekly and fortnightly costs provided by Durham County Council. Members discussed future potential changes to waste collection legislation, the requirement for a larger bin and where it would need to be located for a collection.

RESOLVED- Cllr Reece proposed the council arrange for a skip to be installed to remove the Christmas Wreaths in the short term whilst continuing investigations into the waste collection legislation.

Seconded by Cllr Bright. All agreed.

FC182.0/24- Consider a request from CDALC regarding organising parish representatives following on from 1st May 2025- Town Clerk had previously circulated the information to Members.

RESOLVED- Cllr Reece proposed the council ask CDALC if they would carry out a vote on behalf of Chilton Town Council. Seconded by Cllr Bruce. All agreed.

FC183.0/24- Consider if the council has any feedback for the Social Housing Allocations Policy Review Consultation- Members received information from Cllr Reece who had attended a recent CDALC meeting where the matter was discussed.

RECOMMENDATION- Members agreed that the Town Clerk should write to DCC advising that there should be Local and suitable Social Housing in Chilton as a priority.

FC184.0/24- Consider the costs for galvanised allotment fencing- this matter was discussed at the Allotment Committee Meeting on 17th February 2025 and recommended for review at Full Council- Cllrs English and Herbert left the meeting before this agenda item was discussed due to an aforementioned declaration of interest. They returned to the meeting after the agenda item ended. Members were provided with a Report on Quote for Metal Powder Coated Fencing for West Chilton Terrace Allotments and the Town Clerk advised the fencing height is 1.8m.

RESOLVED- Cllr Reece proposed the council agree to the fencing works. Seconded by Cllr Houlihan. All agreed.

FC185.0/24 - Receive an update on the Neighbourhood Plan- Cllr Reece informed members of the following information- 2 residents have received their prize draw prize and an article will be in the Chapter this week with the details; The Facebook posts worked well but there was a gap identified with the 12 to 18 year olds. Potential funding pots to be looked at for ways to engage with this age group with activities in the Miners Welfare Trust grounds; Received a compliment from DCC Officer that the community engagement was the best carried out for a Neighbourhood Plan and they have asked if Cllr Reece will speak to other groups who are undertaking a Neighbourhood Plan; Business Breakfast had attendees who were engaged in the process and a Business Survey will be issued soon; The report with all of the community engagement feedback will be published in May 2025. The Heritage Competition has been extended until after Easter.

Members accepted the report

FC186.0/24- Receive the Charity Report- Cllr Reece informed members of the following information- There are key decisions to make at the Trustees Meeting; Funding has been approved from the FA for the maintenance of the football fields; There was a public meeting on 5.3.25 about the drainage system. An update about the drainage system was provided to members who hadn't attended the meeting; Heritage 2033 funding options will be discussed at the Trustees Meeting.

Members accepted the report

FC187.0/24- Playground Reports- Town Clerk gave an update that had been received by email from James Young, DCC Officer regarding quotations for work to be carried out. James advised that any moderate/high risks identified had been rectified.

Members accepted the report

Exclusion of Press and Public- No public present.

FC188.0/24- Disputed Land- Town Clerk advised the Solicitor had emailed the report though at 5.01pm today. The report will be circulated once the Town Clerk has reviewed the information.

Members agreed to this action

FC189.0/24- Staffing updates- Cllr Reece advised that the ongoing work on monitoring enquiries will be reported back at a future meeting.

Meeting Closed at 7.30pm.

Cllr S. Sutherland,
Mayor of Chilton Town Council,
8th April 2025