



Minutes of the proceedings of the **CHILTON TOWN COUNCIL SPECIAL MEETING** held at  
Hutton House, Chilton at 6pm on Tuesday 6<sup>th</sup> January 2026

**Present:** Chair: Councillor S. Reece (Mayor)

**Town Councillors:** D. Bright, E. Bruce, D. English, P. Herbert, R. Hirst & S. Zapert

**In attendance:** Town Clerk – J Dickinson (outgoing Town Clerk); C Llewelyn (new Town Clerk)  
No members of the public were present.

**132. To receive apologies for absence**

Apologies were received from Deputy Mayor Councillor P. Malpas and Councillor M. Smith.

**RESOLVED** the apologies were received. All agreed.

**133. To receive declarations of interest on any agenda item**

No declarations of interest were received.

**134. To receive Member Dispensations**

No Member dispensations were requested.

**135. To discuss and consider the information included in the Cemetery Extension Report**

A planning application was approved for Chilton Town Council with a deadline of 2027 to submit a full planning application. The main cost of extending the cemetery will be the access road as there are no buildings. The water reports are still valid. There is earmarked funding which can cover the cost of the planning application. Councillors discussed providing an area for ashes.

**RESOLVED:** to submit a planning application for the cemetery extension, proposed by Councillor Reece, seconded by Councillor Bright. All agreed.

**136. To review the budget information for the financial year 2026-2027**

The draft budget was considered in detail. Cemetery fees were not amended. Levels of earmarked reserves, community grant giving, event income and Council fees, are to be reviewed in due course.

**Resolved:**

(1) to approve the current levels of General and Earmarked Reserves, proposed by Councillor Bright, seconded by Councillor English. All agreed.

(2) to increase the estimated income for burial fees by £1,000.00 as more burials have taken place, without any increase in the burial fees paid by the public, and to increase the amount in the draft budget for the Miners' Welfare Trust by £1,000.00, proposed by Councillor English, seconded by Councillor Bright; 1 against, no abstentions.

(3) to build up Earmarked Reserves for play equipment in future years.

(4) Resolved: to approve the draft budget with the agreed amendments, proposed by Councillor English, seconded by Councillor Bright. All agreed.

**137. To set the precept for Chilton Town Council for April 2026 – March 2027**

Discussion took place regarding the precept request.

**(1) Resolved: to set the Chilton Town Council precept for 2026 to 27 at £316,846.00, an increase of 2.91%, proposed by Councillor English, seconded by Councillor Bright. All agreed.**

To **RESOLVE** that under Public Bodies (Admissions to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during consideration of the following item of business as publicity would be prejudicial to the public interest due to the confidential nature of the business to be transacted.

**(2) Resolved: to ask any or all members of the press and public to leave the meeting in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960.**

**138. Staffing Matters**

The outgoing Clerk and the new Clerk provided information about Officer working hours, and opening hours for Hutton House.

**Resolved:**

**(1) the Officer working hours as provided are approved. All agreed.**

**(2) the opening hours to be publicised. All agreed.**

Meeting closed at 7.16pm.

Councillor S. Reece

Mayor of Chilton Town Council

Dated: