



## C H I L T O N   T O W N   C O U N C I L

### Minutes of a meeting of Chilton Town Council Allotment, Open Spaces & Cemetery Committee held at Hutton House, Chilton, County Durham, on Monday 19 January 2026 at 10.30am

Chair: Councillor D. Bright

**Present:** Councillors E. Bruce, P. Herbert, S. Reece.

**In attendance:** Councillors M. Smith, S. Zapert; Town Clerk C. Llewelyn.

**Members of the public:** one present (Representative of the Community Garden).

74. **To receive apologies for absence**  
Councillor P. Malpas.
75. **Declaration of Interest**  
Councillor Herbert declared an interest for matters relating to the allotments at West Chilton Terrace.
76. **Member Dispensation** – The following dispensation has been provided to Committee Members on 20 May 2025 until May 2026 – **The dispensation will limit Cllr Herbert from participating in the discussion of and/or vote on the following matters which effect the allotment site on which they hold an allotment to a greater degree than any other allotment size within the parish:**
- The eviction of an allotment holder on the West Chilton Allotment site;**
  - The award of a grant/tender to the West Chilton Allotment site.**
77. **Public Participation**  
No matters were raised.
78. **Review Resolution Log for Cemetery and Allotments and Open Spaces**  
The Town Clerk gave an update on actions carried out since the last meeting and what remains to be actioned including:  
Actions to be completed regarding allotments  
Dog bin installed by Durham County Council  
School play park fence  
Poles in cemetery  
Leaking planter  
Cemetery extension  
Disconnection of electricity supply at the cemetery toilets to enable completion of works.
79. **To review and accept the Minutes of the Allotment, Open Spaces & Cemetery Committee meeting held on 18 November 2025**  
The Ministry of Defence matter and advice on a third interment are to be added to the next meeting agenda.  
**RESOLVED:** Councillor Reece proposed the minutes be accepted. Seconded by Cllr Bruce; all agreed.

## **CEMETERY**

80. **To consider if there are any further improvements to be made to the cemetery in the centenary year**  
Members agreed to defer this item to the next Committee meeting.
81. **To consider options regarding the space where the building has been removed**  
Members agreed to defer this item to the next Committee meeting.

## **OPEN SPACES**

82. **To receive any fly tipping updates**  
All agreed no matters to report at this time.

## **ALLOTMENTS**

83. **To receive an update on the Community Garden**  
The Community Garden Representative provided an update, reporting increased interest in the Garden, that insurance is in place, policies are in development, and that a suitable bank account is being sought. Waste management was raised. Discussion also took place regarding Councillor representation for the Community Garden, which the Town Clerk is to bring to a future meeting.
84. **To receive any fly tipping updates**  
None received.
85. **To consider a review management of allotments**  
All agreed that a review of allotment management is required urgently, including building new timescales for notices into a new tenancy agreement. The Town Clerk is to provide further information at the next Committee Meeting.
86. **Date of next meeting**  
The next meeting to be held on Monday 16 February 2026 at 10.30am.

Meeting closed at 11.15am

Signed: -

Chair of Committee

Dated:-