



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

Mayor Cllr. S. Reece
Chilton Town Council

You are summoned to a meeting of Chilton Town Council Allotment, Open Spaces & Cemetery Committee to be held on Monday 21 September 2026 at 6.00pm in Hutton House, Chilton

Agenda

1. To receive apologies for absence
2. Declaration of Interest

If Members are aware of any interest in relation to any items on the agenda, this should be disclosed at this stage or when the interest becomes apparent during the consideration of an item, in accordance with the Code of Conduct. Please state the nature of the interest.

3. Member Dispensations
4. To note the Terms of Reference (within the Scheme of Delegation)
5. To review and accept the Minutes of the Allotment, Open Spaces & Cemetery Committee meeting held on 20 July 2026
6. Public Participation (10 minutes)
7. Review Resolution Log for Cemetery and Allotments and Open Spaces

ALLOTMENTS

8. To receive any update on and consider correspondence and requests from the Community Garden
9. To consider fences, gates and locks on allotment sites
10. To consider the tenancy agreement, policies and regulations on allotments
11. To consider any correspondence and requests

OPEN SPACES

12. To receive any fly tipping reports or updates (including allotments and other areas)
13. To consider Town Council Open Spaces, noticeboards and any other matters
14. To review and consider planting, hanging baskets, planters, flowerbeds and floral arrangements
15. To consider options and expenditure for areas of Joe's Field

CEMETERY

16. To consider if there are any further improvements to be made to the cemetery in the centenary year, and to approve options, expenditure and budget regarding the space where the building has been removed, including a shelter or structure with a plaque, seating and/or floral arrangements and ornamental items
17. To receive an update on the updating of plaques for the Memorial Garden
18. To consider matters relating to cemetery operations and management
19. Date of next meeting: 19 October 2026

EXCLUSION OF PRESS AND PUBLIC

20. 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
21. To review and confirm actions on allotment management, issues, clearance, data, non-compliance and operational matters
22. To review charges for all allotments, gardens and garages
23. To consider operational matters relating to open spaces



Claire Llewelyn

Town Clerk

15 September 2026

To Committee Members:

Councillor P Malpas (Committee Chair)
Councillor D Bright (Committee Vice Chair)
Councillor Bruce
Councillor English
Councillor Reece
Councillor Zapert

To all Town Council Members for information