



CHILTON TOWN COUNCIL

Minutes of a meeting of Chilton Town Council
held at Hutton House, Chilton, County Durham, on
Tuesday 14th February 2023.

Chairman: *Councillor M. Young (Mayor)*

Present: *E. Bruce, J. Cairns, P. Davies, J. Houlihan, S. Sutherland,
P. Herbert, K. Hornsby.*

In attendance: Mr. J. Robinson Town Clerk
Mr. D. Shingleton

Members of the public: no members of the public present

OM191.0/22. APOLOGIES

Cllr. A. Bruce (ill health), P. Malpas (ill health), L. Rundle (work) V. Collinson (family business)

OM192.0/22 DECLARATION OF INTERESTS

Cllrs. S. Sutherland, J. Cairns in respect of any matters referring to Durham County Council.

OM193.0/22. MEMBER DISPENSATION

None.

OM194.0/22 PUBLIC PARTICIPATION

None

OM195.0/21 REPORT OF MAYOR

Cllr. M. Young advised he had nothing to report.

OM196.0/22 MINUTES OF CHILTON TOWN COUNCIL HELD ON 12TH 10TH JANUARY 2023

Cllr. J. Cairns proposed seconded by Cllr. P. Davies and agreed to accept the minutes of the Full Council.

OM197.0/22 MINUTES OF ALLOTMENT COMMITTEE 16TH JANUARY 2023

Cllr. S. Sutherland proposed and seconded Cllr. P. Davies and carried unanimously.

OM198.0/22 MINUTES OF POLICY AND RESOURCES COMMITTEE HELD ON 24TH JANUARY 2023

Cllr. J. Cairns proposed and seconded Cllr. M. Young and agreed unanimously.

OM199.0/22 MINUTES OF CEMETERY COMMITTEE HELD ON 24TH JANUARY 2023

Cllr. J. Cairns proposed seconded by Cllr. M. Young and agreed unanimously.

OM200.0/22 MINUTES OF COMMUNITY COMMITTEE HELD 24TH JANUARY 2023

Cllr. K. Hornsby proposed and seconded Cllr. J. Cairns and agreed unanimously.

OM201.0/22 COUNTY COUNCILLOR REPORT

Cllr. J. Cairns reported on the following issues:

- a. There has been no meeting this month, Full Council on 22nd February will set the Community Charge.
- b. She had been involved in a number of local issues.
- c. As Chair of the AAP she had been involved in various funding bids.
- d. She is in discussions with various groups and bodies to spend her Neighbourhood Budget.

OM202.0/22 CORRESPONDENCE

- a. Several issues raised by residents to Council office had been reported to DCC, copies of reports on file
- b. Various Civic invites, received
- c. Various training dates for both members and Officers circulated (via email), received.
- d. Thank you note from Ms. J. Barber BEM for flowers recently sent regarding her mention in Kings Honours list.
- e. Confirmation of order for additional dog bins, £1000 being funded by Cllr. J. Cairns Neighbourhood budget. The bins will take 6 weeks to deliver.

OM203.0/22 PLANNING

Two applications for consideration, but no comments made: -
DM/22/03648/FPA and DM/23/00189/FPA.

OM204.0/22 ANNUAL ASSEMBLY

It was agreed to hold the 2023 Annual Town Assembly on Tuesday 2nd May at 6.00pm in St. Aidan's Church Hall.

OM205.0/22 MONTHLY MEETING DATES

Monthly meeting dates circulated, agreed same.

OM206.0/22 MONTHLY INCOME/EXPENDITURE REPROT

- a. Cllr. J. Cairns proposed and seconded by Cllr. S. Sutherland and agreed to accepted monthly finance report.
- b. Fire Protection report had advised two new extinguishers are required as out of date. this was agreed.
- c. CDS Report on fire/security/CCTV annual inspection received, no further action required.
- d. CDALC advising 2023/24 Section 137 figure to be £9.93.
- e. Consideration re mobile phone. Members felt there is a need for the Council to have a phone in case required by officers/members being out at night events for example. It was proposed Cllr. M. Young seconded by Cllr. J. Carins to cancel the EE Business Account in the name of Cllr. E. Bruce and establish an agreement in the name of the Town Council.

OM.207/22 PAPERLESS COUNCIL

Members considered a report from the Town Council in regards to the cost of copying minutes/agendas etc and comparing with the provision of NNUAL £600 (as per Curry's quote) it is an invest to save scheme for 2023/24. After discussion it was proposed Cllr. S. Sutherland seconded by Cllr. J. Cairns and agreed to purchase twelve member tablets and to cancel any future paper copies of documents etc.

OM208/22 DEMENTIA FRIENDLY CHILTON

The Town Clerk advised of a proposal for the Council and Community to work with ADS to promote a Dementia Free Chilton. Cllr. S. Sutherland agreed to work with the Officers as Member Liaison and take the project forward and produce a report/presentation for the Annual Town meeting.

OM209.0/22 CORONATION CELEBRATIONS

The Mayor and Town Clerk gave a report on the member/officer/community meetings in regard to celebrating the Coronation. Report agreed. Next meeting of event working group to be 27th February at 5.30pm, public meeting Monday 13th February at 2pm..

OM210.0/22 HEALTH AND SAFETY RISK LIAISON MEMBER

It was agreed Cllr. M. Young to undertake this role.

OM211.0/22 MEMBER/OFFICER DBS CHECKS

Town Clerk gave a report on the process for DBS checks. This was agreed.

OM212.0/22 ANNUAL AUDIT

Town Clerk advised members this will begin 1st April 2023, Internal Auditor Mr. G. Fletcher and External Auditor Mezzars.

OM 213.0/22 LAUNCH OF BUSINESS FORUM

Members agreed to launch the Frum in March 2023, meeting to be 8.30am in the morning.

OM214.0/22 FARMERS MARKET

Members received a report on the current actions to hold a farmers' market monthly. Aim to commence in early April.

OM215.0/22 NEIGHBOURHOOD PLAN/FRIENDS OF CHILTON

Members received a report on the above topic. It was agreed to take the matter forward. Full report to be presented to March Policy and Resources.

OM216.0/22 GRAZING POLICY

Cllr. S. Sutherland gave a report on the need for a Grazing Policy and its possible introduction. It was proposed Cllr. S. Sutherland seconded by Cllr. P. Davies to agree in principle for a grazing policy and for the written policy to be agreed at the March 2023 Full Council with the view to implement 1st April 2023.

OM217.0/22 UNITY BANK

Town Clerk advised members the Miners Welfare Charity now has 2 accounts and will be fully separated from Town Council from 1st April 2023. It was agreed to transfer the £8000 previously agreed from the deposit account. It was also noted Hempson's and Charity Commission have still to allow the use of Charity Account funds. It was also noted that the first half of the annual grant will be transferred 4th April after DCC have paid Town Council first instalment of Precept.

OM218.0/22 QUEEN ELIZABETH II PARK

Town Clerk advised HACS have begun the renovation work on the park.

OM219.0/22 PUBLIC SPACE PROTECTION ORDER

Members were advised DCC had requested Councils to consider what if any public areas they wished to declare under the above order and ban animals from these areas. It was moved Cllr. M. Young seconded Cllr. S. Sutherland to declare all parks/play areas under the scheme. This was agreed.

OM220.0/22 YOUTH CLUB

Discussion took place regarding the need to have a youth club in the area. It was agreed to hold a public meeting to see if any volunteers will come forward to assist.

OM221.0/22 TREE WORKS BY DCC

Members received a report from DCC in regard to the various tree works across the Town.

OM222.0/22 NAS ANNUAL MEETING

Documents received for this meeting received.

OM223.0/22 SPEEDWATCH

Members discussed the speeding in the Town, especially Durham Road. The Town Clerk advised that the police have agreed to work with the Council to establish a Speedwatch Scheme. This was agreed. It was agreed to publish for volunteers to join the scheme.

OM224.0/22 NORTH EAST DEVOLUTION

Members received the documentation from DCC regarding the devolution deal. Documents noted.

OM225.0/22 EXCLUSION OF PRESS AND PUBLIC

It was proposed Cllr. J. Cairns seconded Cllr. S. Sutherland and agreed to exclude the press and public for the remainder of the meeting.

OM226.0/22 ANNUAL DAY TRIP

It was agreed to organise the annual outing on Saturday 12th August 2023, to South Shields and to accept the quote of £950 from Lees to provide 2 56 seated buses. Tickets to go on sale May and will be £5 per. adult £3 per child.

OM227.0/22 F.O.I

Town Clerk advised a FOI in respect of the cemetery has been received and replied to.

OM228.0/22 DISPUTED LAND

The Mayor and Town Clerk presented a report on the current position in regards to the disputed land and current legal issues. it was agreed to proceed as advised by the solicitor and a further report to be given at the March meeting.

OM229.0/22 ALLOTMENTS

- a. Members received a report in regard to legal action and a former tenant. Report agreed.
- b. Town Clerk advised an accident had occurred involving a police chase to an allotment on Hambleton Way. It had cost £500 to repair. The Town Clerks actions in repairing the allotment was endorsed by members and agreement to submit a compensation claim to Durham Police.

OM230.0/22 ASB

The Mayor reported on several episodes of ASB across the Town. He proposed a multi-agency meeting be arranged to discuss same. This was agreed.

OM231.0/22 CEMETERY PRESS RELEASE

The Mayor reported on the press release, and this was agreed.

OM231.0/22 DATE OF NEXT MEETING

The next meeting to be held on Tuesday 14th March 2023.

Signed: -

Mayor of Chilton
14th March 2023