



CHILTON TOWN COUNCIL

Minutes of a meeting of the Allotments Committee
held at Hutton House, Durham Road, Chilton, County Durham, on
Thursday 21st February 2019 at 10.30 a.m.

Chairman: *Councillor D. Allanson.*

Present: *Councillors A. Bruce, E. Bruce, P. Davies, M. Young.*

In attendance: Mr. J. Robinson, Acting Town Clerk.

Members of the public: *Three members of the public.*

Minute:

33/18. **APOLOGIES**

RESOLVED: To accept apologies and reasons for absence from Councillor J. Parker

34/18 **DECLARATION OF INTERESTS**

Cllrs. A. & E. Bruce.

35/18. **MEMBERS' DISPENSATION**

None.

36/18. **CHAIRMAN'S REPORT**

The Chairman welcomed everyone, especially tenants to the meeting. He reported that at the January Full Town Council annual rental fee was raised to £25.00, a rise of £2.50. No increase was made to water charges. He also advised members during the coming year ALL Allotments will be measured and a review of rents will be taken to align rental fee to the new structure. Tenants will be informed at all stages. He also reminded water will be turned back on 1st March and turned off 30th September each year in line with the tenancy agreement.

No dog signs are to be erected on all sites, however allotment holders will be able to bring dogs onto their site, but they must remain on a leash until on the individual tenants allotment.

The Headmaster of Windlestone School has requested as part of their Health, Wellbeing and Social inclusion programme an allotment for his students. The Council had agreed to allocate 110 for this purpose on a 6 month trial basis. A tenant representative advised this site has issues with the state of the fence on the left side and would need repairing. It was agreed to meet with the Headmaster to discuss the allocation and to investigate if there are any funds in County Council to apply for.

37/18 **MINUTES OF MEETING HELD ON 31ST JANUARY 2019**

The minutes of the previous meeting held on 31st January 2019 had been approved as a correct record and signed at the ordinary meeting of the Council on on 11th February 2019.

38/18 **MATTERS ARISING**

All matters arising covered by the agenda items or recommendations implemented by Full Council.

39/18 **PUBLIC PARTICIPATION**

Comments made in regards to water meters and readings. The Chairman advised a system has been established to monitor water readings on a monthly basis to ensure no leaks are indentified. Mmembers commented upon the number of pipes and spurs off the main water pipe on the Prospect Terrace site. Concern was expressed in regard to the height of one allotment fence. Members agreed to note the comment. There was also reference to the need to repair the fenicing of 1 allotment site (BF). This to be costed and reported back to March meeting.

39/18 **WAITING LIST**

Members approved the allocation of the following vacant allotments,
RH1 allocated Plot 216 Prospect Terrace
LD1 allocated 26 Hambleton Way
KW1 allocated 75 Prospect Terrace (Chairman to visit with applicant)
AH1 allocated 24 Hambleton Way
AT1 allocated 198 West Chilton Terrace

Following the January meeting the following was noted:-
AH1 Refused 208 West Chilton Terrace
RH1, EC1, CS1 and SL1 accepted and proceeding.
KW1 pending

The following sites remain vacant:-
25 Hambleton Way
50,61,67,44 Prospect Terrace
198,200,209 West Chilton Terrace

40/18 **WATER USAGE**

There had recently been an issue in regards to access to the meter at Prosect Terrace and the need to obtain permision from tenant to obtain access to read the meter. It was agreed to ask Council contractor to look at fencing with a view to isolate the meter from the allotment plot to allow Council access and no disturbance to the tenant. Clerk to also write to the tenant advising of same. Cllr. P.Davies advised he had raised the issue with the tenant and they were happy with the situation.

41/18. **INSPECTION**

RECOMMENDED: Cllrs. D.Allanson and P.Davies to undertake inspection week beginning 20th May. Notices to be sent to all tenants accordingly. Both members to also inspect allotment of tenant surrendering allotments on 1st April during month of March. Chairman to co-ordinate directly.

42/18 **MAINTENANCE :**

Identified in minutes as meeting progressed.

43/18 **CORRESPONDENCE**

Nil.

44/18 **ITEMS FOR NEXT AGENDA**

- Report on water
- Reort on Finance

45/18 **NEXT MEETING**

It was agreed that the next meeting shall be on Thursday 21st **March 2019** at 10.30 a.m. in Hutton House, Durham Road, Chilton. The meeting closed at 11.50am.