

**Hilton Parish Council**  
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**MINUTES OF THE HILTON PARISH COUNCIL MEETING HELD ON WEDNESDAY 25<sup>TH</sup> JULY 2012  
AT HILTON VILLAGE HALL COMMENCING AT 7PM**

**Present:**

Cllr Walton-Knight (in the Chair)  
Cllr McDonald, Cllr Cooper, Cllr Smith and Cllr Nield

1 District Council Representative and 4 members of the public were in attendance at the meeting.

**AGENDA**

**PART 1 - NON EXEMPT INFORMATION**

1. **Minute Number 1755/12 - To Receive Apologies for absence.**

There were no apologies for absence.

2. **Minute Number 1756/12 - Variation of the Order of Business.**

There were no Variations to the Order of Business.

3. **Minute Number 1757/12 - Declaration of Members Interests.**

***Resolved: Cllr Walton-Knight, Cllr McDonald, Cllr Smith, Cllr Cooper and Cllr Nield declared a Personal Interest in all items on the agenda pertaining to Hilton Village Hall.***

4. **Minute Number 1758/12 - Public Speaking.**

**Minute Number 1758/12/A – Public Speaking**

There was nothing to report.

**Minute Number 1758/12/B Police Representatives Report**

The Clerk read out the Police Report, items relating to Hilton as follows:

Damage has been caused to the shutters and interior of the new football pavilion building at Hilton Village Hall. This has been caused by the offenders setting fire to the shutter which has resulted in smoke damage to the interior of the building. The damage has occurred sometime between Tuesday 12<sup>th</sup> June and Wednesday 20<sup>th</sup> June. The Parish Council has put forward a reward of £100.00 for anyone providing information that leads to a conviction. We have arrested 3 males who are possibly linked to the damage however enquiries are still ongoing.

The Clerk also explained that she had received information with regards to the Speed Watch Scheme. It was agreed that the Clerk would ask for Volunteers on the Hilton Forum.

**Minute Number 1758/12/C – District Council Representatives Report**

Cllr Plenderleith gave her report as follows:

- It was reported that on Friday 6<sup>th</sup> July 2012 parts of Hilton flooded, the worst affected area was the farm on Uttoxeter Road along with the 2 cottages. Tim summers from Environmental Health at SDDC had been out to see the residents and properties effected and had measured up the areas with regards to better flooding measures in the future.
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- If there were any other properties affected in the area, the residents concerned are to contact Cllr Plenderleith directly.
- She would be attending the Flood Liaison Meeting on Monday with regards to the emergency plan currently in place and would report back on the outcomes at the next Parish Council Meeting.
- The drains and gullies would be cleaned out shortly to remove any earth and gravel washed down them, just in case of any further rainfall.
- Cllr Plenderleith had not added the Parish Council vacancies to her last report to the Hilton and Dove Life director as Cllr Patten had already done this on our behalf.

Cllr Plenderleith was asked to chase up the work required to cut back a large tree on Percy Wood Close which was causing the residents problems as it was blocking out their light and also dripping sap onto the windows of their properties. Cllr Plenderleith said that she would look into this matter.

**Minute Number 1758/12/D – County Council Representatives Report.**

Cllr Patten gave her apologies.

Cllr Plenderleith read out the report from Cllr Patten on her behalf as follows:

- Cllr Patten had attended a meeting the previous week with Heather Wheeler MP and representatives from Trent Barton Bus Company to discuss trialing a night bus service from Derby. At present the latest bus is at 11.10pm. The proposed new bus would be leaving Derby at 2.40am. If it is successful Trent Barton may look at filling the gap between 11.10pm and 2.40am. The new service will just be on a Friday and Saturday commencing at the end of September 2012.

Cllr Plenderleith agreed to ask Cllr Patten on behalf of Hilton Parish Council, why the current late bus could not drop off at the Hilton Brook.

Cllr Plenderleith was asked to pass on to Cllr Patten that the Parish Council were receiving complaints again with regards to the overgrown vegetation on Sutton Lane between the village and asked if this could now be cut back as a matter of urgency now the bird nesting season had finished. Cllr Plenderleith said that she would pass this on to Cllr Patten.

Cllr Plenderleith was also asked to pass onto Cllr Patten that the hedges on Derby Road on the North and South side was overhanging the footpath and carriageway and needed urgent attention as again the Parish Council were receiving complaints. Cllr Plenderleith said that she would pass this matter onto Cllr Patten.

**5. Minute Number 1759/12 - To confirm the monthly Minutes of the Hilton Parish Council Meetings held on 27<sup>th</sup> June 2012**

***Resolved: The Non Exempt Minutes of the Monthly Hilton Parish Council Meeting held on Wednesday 25<sup>th</sup> July 2012 having been circulated were approved and signed as a true record.***

**6. Minute Number 1760/12 - Chairperson's Report**

There was nothing to report.

**7. Minute Number 1761/12 - Committee Reports**

**A) Minute Number 1761/12/A - Community Services - To be discussed by full Council at their Meeting**

- Community Information and Publicity

There was nothing to report.

**B) Minute Number 1761/12/B - Finance - Cllr Walton-Knight, Cllr Smith, Cllr McDonald, Cllr Cooper, Cllr Nield and the Clerk to Hilton Parish Council**

- Fees for the use of Parish Council Facilities
- Allocation of Grant Funding to Local Organisations

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- Suggested Amount of Annual Precept
- Regular Scrutiny of the Accounts
  - 1) Accounts April to June 1<sup>st</sup> quarter for approval

**Resolved: The Financial Accounts from 01.04.2012 to 30.06.2012 were approved by Hilton Parish Council.**

- Audit of the end of year Financial Accounts
- There was nothing to report.

**C) Minute Number 1761/12/C - Environment and Green Space – To be discussed by full Council at their Meeting**

- Maintenance of Public Footpaths, Cycle Paths, Greenway, Verges, Open Space, Trees and Hedges
- Environmental Issues
- Recycling Facilities
- Dog and Litter Bin Provisions
- Lengthsman's Report
  - 1) Groundsman and Lengthsman Report from Sam Bevins

The Clerk read out the Groundsman's report as follows:

I would like to start by thanking the Parish Councillors for the positive feedback that the Parish Clerk has passed onto me from you with regards to the Mill Lane/ Back Lane planting, I am very pleased myself with the way it has turned out.

I have also done the planting on Main Street car park, but have had to tweak my plan a little bit and change some of the plants from what I was going to use, but I feel this has really worked out for the better, I just hope we can have some sun so that the flowers can come into bloom and be enjoyed by everyone.

We have had a few problems with antisocial behaviour, mainly on the all-weather sports court and with arson attacks on the changing rooms (Pavilion) on Back Lane, this is something we just have to deal with and sort out as and when it happens.

Dog Fouling also seems to be on the increase again, but on the whole everything is heading in a positive direction with lots of ongoing work still to be done, let's hope August is a lot more sunny and dry.

It was reported that the residents on Lilly Gardens had requested a dog bin as there is no provision in that area.

**Resolved: The clerk to order a dog bin to be installed on the green verge on the left hand side heading towards the train crossing by the roundabout opposite to the Lilly Garden entrance.**

**D) Minute Number 1761/12/D - Village Infrastructure - To be discussed by full Council at their Meeting**

- Planning matters including the Village Plan
- New Road Adoptions
- Traffic Management and Parking
- Street Lighting
- Public Transport Provision

There was nothing to report.

**E) Minute Number 1761/12/E - Recreation and Leisure – To be discussed by full Council at their Meeting**

- Provision and maintenance of sport and leisure facilities
  - a) Astro Turf Prikka Strip Ant Climb measures

**Resolved: The Parish Council agreed to install Prikka Strips to the Astro Turf fencing; this would be initially across the top of the gate.**

**Resolved: The Parish Council agreed to install Anti Climb paint to the top of the Astro Turf fencing.**

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**Resolved: Signage to be installed to inform residents and children that the above measures had been installed.**

**Resolved: If required the Clerk was given instruction to extend the Prikka Strip to the whole of the fencing if problems with children climbing over persisted.**

- Children play equipment
- Parish Council owned Parks and Landscaping

**F) Minute Number 1761/12/F - Employment Issues – Cllr Walton-Knight, Cllr Smith, Cllr McDonald, Cllr Cooper, Cllr Nield and the Clerk to Hilton Parish Council**

- Contracts of Employment
- Staffing Arrangements
- Employment Law changes
- Employment issues
- Training

There was nothing to report.

**G) Minute Number 1761/12/G - Hilton Village Hall Management Committee – Cllr Walton-Knight, Cllr Smith, Cllr McDonald, Cllr Cooper, Cllr Nield and the Clerk to Hilton Parish Council**

There was nothing to report.

**8. Minute Number 1762/12 - Reports from Councillors that have attended any other Meetings.**

- Etwall Area Meeting & Safer Neighbourhoods – The chair and Vice Chair

The Etwall Area and Safer Neighbourhoods Meeting were being held the same night as the Parish Council Meeting. The Clerk reported that she had submitted the funding application for the additional CCTV required to cover the Back Lane Pavilion.

- Toyota Liaison – The Chair and Vice Chair

An Eco Open Day had been held which was largely a repeat of the event held 2 years ago. This year's event was well attended and the weather was good.

- Derby Airfield Consultative Committee – Cllr Walton-Knight

There was nothing to report.

- The Mease Management Committee – Cllr McDonald

There was nothing to report.

- Marston on Dove Relief in Need Charity – Cllr Smith and the Clerk to Hilton Parish Council

There was nothing to report.

- Hilton Dog Walking Group – Cllr McDonald

The group was represented at Party on the Park on 1<sup>st</sup> July 2012. They held a competition to guess how much dog fouling had been collected by SDDC over a 12 month period. The answer to the competition was 45,760 kilos and the winner with the closest guess was 45,000 kilos. The group raised £77.60 for Hearing Dogs for the Deaf; a thank you letter had already been received by the group.

- Flood Liaison – Cllr Walton-Knight

There was nothing to report.

- DCC – Parish and Town Liaison Forum – To agree at a Parish Council Meeting on which Councillor will attend

Here was nothing to report.

- SDDC - Joint Meetings with Parish Councils – To agree at a Parish Council Meeting on who will attend

There was nothing to report.

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## 9. Minute Number 1763/12 - Clerk's Reports

- a. Update on the Welland Road/Humber Street Park – Previously reported under minute number 995, 1040, 1051, 1056/10, 1076/10 1111/10, 1128/10, 1146/10 and 1173/11, 1319/11, 1337/11, 1353/11, 1401/11, 1617/11, 1635/11, 1654/11, 1669/12, 1686/12, 1728/12 – Clerks Report

The Clerk gave the report from Zoe Sewter at SDDC as follows:

SDDC's Legal Department had now received a 47 page document sent through from St Modwen which SDDC need to unpick in terms of legalities. Although it is not difficult, there are lots of different elements that all need to be pulled together before they can proceed, which may take time. Zoe, along with everyone else in Hilton, is keen that we can make progress on site as soon as possible. Zoe is working with Groundwork to get contractors lined up to be ready to move as soon as they can. She could not give a timescale to starting just yet, but she hoped they would have a clearer picture from the various solicitors in the next few weeks to allow them to plan a way forward. She was sorry to not have a more positive update at this time but as soon as she had further news she would let us know.

- b. Investigation by Environmental Health Department at SDDC with regards to a complaint about the Astro Turf lighting – previously reported under minute number 1654/11, 1669/12, 1686/12, 1728/12 – Clerks Report.

There was nothing to report.

- c. Maintenance of the Back Lane Football Pitches for 2012/2013 – previously reported under minute number 1669/12, 1686/12, 1728/12 – Clerks Report

The Clerk reported that all the work had been completed and the pitches would be reopened for use on 29.07.2012.

- d. Metal at the side of the Parish Council Garage update

The Clerk reported that she had emailed SDDC to see if the old gates were required but was still awaiting a response.

- e. Extra CCTV required for the Back Lane Pavilion and adding images to the internet

**Resolved: The Clerk to complete an application for Safer Neighbourhoods funding towards the project.**

**Resolved: Once completed the Clerk to proceed with having the work completed as a matter of urgency.**

- f. Cultivation license update

The Clerk reported that she had contacted DCC and requested the above license.

- g. Code of Conduct and Register of Members Interest

**Resolved: Hilton Parish Council adopted the South Derbyshire District Council Code of Conduct with immediate effect.**

**Resolved: The Councillors completed their new Declaration of Members Interest Forms.**

**Resolved: The Clerk to copy the forms and forward to South Derbyshire District Council as soon as possible.**

## 10. Minute Number 1764/12 - Derbyshire Association of Local Councils

**Resolved: To note the following information.**

- a. Circular 30/2012
  - a. **RIGHT TO BUILD FUNDING AVAILABLE TO PARISH AND TOWN COUNCILS**
  - b. **THE PROVISION OF IPADS FOR COUNCILLORS – DUFFIELD PARISH COUNCIL**
  - c. **EAST MIDLANDS ALLOTMENT OFFICERS' FORUM**
  - d. **DERBYSHIRE HEALTH AND WELLBEING STRATEGY CONSULTATION**
  - e. **COMMUNITY DIRECTORY DERBYSHIRE**
- b. Circular 31/2012
  - a. **NALC'S TEMPLATE CODE OF CONDUCT FOR PARISH COUNCILS (FINAL VERSION)**

- c. Circular 32/2012
  - a. **DCLG SIMPLIFIES NEIGHBOURHOOD PLANNING REFERENDUM QUESTION**
  - b. **NALC RESPONSE TO THE DRAFT CENTRAL / LOCAL GOVERNANCE CONCORDAT**
  - c. **REPAIRS TO WAR MEMORIALS**
  - d. **CHEERIO, BUT NOT GOODBYE – BRIAN WOOD**
- d. Circular 33/2012
  - a. **CiLCA TRAINING – POWER OF GENERAL COMPETENCE SECTION 7 - WEDNESDAY 18 JULY 2012**
- e. Circular 34/2012
  - a. **NALC CONSULTATION – FUNDING ARRANGEMENTS FOR LOCALISING SUPPORT FOR COUNCIL TAX**
  - b. **MAPPLETON PARISH COUNCIL – CLERK/RFO VACANCY**
- f. Circular 35/2012
  - a. **NALC'S TEMPLATE CODE OF CONDUCT FOR PARISH COUNCILS (FINAL VERSION) - CIRCULAR 31/2012 – REVISION**
  - b. **DERBYSHIRE COUNTY COUNCIL COMMUNITY BUILDINGS GRANT**
  - c. **ARE YOU CONSIDERING A NEIGHBOURHOOD PLAN? - RURAL ACTION DERBYSHIRE**

**11. Minute Number 1765/12 - Finance**

**Resolved: To note the following payments, Income and expenditure.**

- a) Accounts for Payment.

<b>Cheque No</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
002278	Viking Direct	Stationery	£390.71
002279	Viking Direct	Key Cabinets	£217.85
002280	G W Heath and Sons	Back Lane Pavilion work	£5,469.50
002281	Blair Gratton	Fees	£1,634.30
002282	Royal Mail	PO BOX	£276.00
002283 to 002288	Salaries and NICs		£5,807.79
002289	R Massey & Son	Equipment	£99.38
002290	Aucuba	Maintenance	£448.30
002291	Bowcom	Line Mark paint	£123.00
002292	Cromwell	Equipment	£57.39

**Other expenditure by Direct Debit, Standing Order or Bank Tfr – 01.04.2012 to 30.06.2012**

02.04.2012	Employment Relation Services	HR Support	£294.00
03.04.2012	George W Heath & Son	Refurbishment Back Lane Pavilion	£14,449.27
16.04.2012	Virgin Mobile - Insurance		£5.99
27.04.2012	Virgin Mobile – mobile		£15.32
01.05.2012	Employment Relation Services	HR Support	£2943.00
03.05.2012	George W Heath & Son	Refurbishment Back Lane Pavilion	£14,083.10
15.05.2012	Virgin Mobile – Insurance		£5.99
29.05.2012	Virgin Mobile – Mobile		£15.32
01.06.2012	Employment Relation Services	HR Support	£294.00
06.02.2012	Hanover	Company Registration	£118.00
08.06.2012	BT	Telephone	£236.02
14.06.2012	Virgin Mobile – Insurance		£5.99
29.06.2012	Virgin Mobile- mobile		£15.32

**Income Current Account – 01.04.2012 to 30.06.2012**

08.05.2012	SDDC	Concurrent Expenses 2011/2012	£23,084.00
11.05.2012	HMRC	VAT Refund 2011/2012	£16,147.10
24.04.2012	Payment Sheet 1 -Various	Astro Turf Hire	£1,624.00
24.04.2012	Derbyshire Constabulary	Repairs to height barrier	£659.40

24.04.2012	Western Power	Wayleave	£6.90
24.04.2012	Payment Sheet 2 – Various	Astro Turf Hire	£845.00
24.04.2012	Payment Sheet 2- Various	Football Pitch Hire	£90.00
15.05.2012	Payment Sheet 3 Various	Astro Turf Hire	£414.00
15.05.2012	Payment Sheet 3 – various	Football Pitch Hire	£191.00
15.05.2012	Payment Sheet 4 – various	Astro Turf Hire	£581.00
15.05.2012	Payment Sheet 4 – Various	Football Pitch Hire	£32.00

**Income Reserve Account – 01.04.2012 to 30.04.2012**

05.04.2012	SDDC	Precept 1 <sup>st</sup> payment	£52,500.00
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**12. Minute Number 1766/12 - Items for Information**

***Resolved: To note the following information.***

- a) SDDC – Press release - Sizzling summer line up of activities
- b) SDDC – Press Release - Helping those affected by flooding
- c) SDDC – Press Release - Business Start-up Advice
- d) SDDC – Press Release - Working round the clock to distribute sandbags
- e) SDDC – Press Release - Exceptional entertainment my dear Watson.

**13. Minute Number 1767/12 - Items for discussion**

There was nothing to report.

**14. Minute Number 1768/12 - Planning Matters for Decision**

- a) Reg No - 9/2012/0597 33 DALE END ROAD HILTON DERBY DE65 5FW THE ERECTION OF AN EXTENSION.

***Resolved: Hilton Parish Council had no objections to the above planning application.***

- b) Reg No - 9/2012/0572 TALLY HO HILTON ROAD ETWALL DERBY DE65 6NL THE ERECTION OF A NEW DWELLING.

***Resolved: Hilton Parish Council had no objections to the above planning application.***

- c) Reg No - 9/2012/0554 8 WITHAM CLOSE HILTON DERBY DERBYSHIRE DE65 5JR THE ERECTION OF A FASCIA SIGN

***Resolved: Hilton Parish Council had no objections to the above planning application.***

- d) Reg No - 9/2012/0553 8 WITHAM CLOSE HILTON DERBY DERBYSHIRE DE65 5JR THE CHANGE OF USE FROM A HAIRDRESSERS TO A HAIR AND BEAUTY SALON

***Resolved: Hilton Parish Council had no objections to the above planning application.***

- e) Reg No - 9/2012/0534 MEADOW VIEW WILLOWPIT LANE HILTON DERBY DERBYSHIRE DE65 5FN THE ERECTION OF A STORAGE BUILDING

***Resolved: Hilton Parish Council had no objections to the above planning application.***

- f) Reg No - 9/2012/0517 11 MONTGOMERY CLOSE HILTON DERBY DERBYSHIRE DE65 5HU THE CHANGE OF USE FROM GARAGE TO HAIRDRESSING SALON

***Resolved: Hilton Parish Council had no objections to the above planning application.***

**15. Minute Number 1769/12 - Planning Matters for Information**

***Resolved: To note the following information:***

- a) Reg No - 9/2012/0453 46 WELLAND ROAD HILTON DERBY DE65 5GZ THE ERECTION OF A REPLACEMENT CONSERVATORY AT – HAS BEEN GRANTED

- b) Reg No - 9/2012/0432 76 MAIN STREET HILTON DERBY DERBYSHIRE DE65 5GG PROPOSED VERANDA/BALCONY – HAS BEEN REFUSED
- c) Reg No - 9/2012/0408 HILTON BUSINESS PARK 1B HARRISON COURT HILTON DERBY DERBYSHIRE DE65 5UR MINOR CHANGES TO FRONT ELEVATION – HAS BEEN GRANTED
- d) Reg No - 9/2012/0397 134 DERBY ROAD HILTON DERBY DERBYSHIRE DE65 5FP RETROSPECTIVE APPLICATION FOR THE ERECTION OF BOUNDARY WALL – HAS BEEN GRANTED
- e) Reg No - 9/2012/0391 THE COTTAGE WILLOWPIT LANE HILTON DERBY DERBYSHIRE DE65 5FN THE ERECTION OF AN EXTENSION TO FORM OFFICE AND ENTRANCE LOBBY – HAS BEEN GRANTED

**16. Minute Number 1770/12 - Date of the next Meeting**

***Resolved: The date of the next Hilton Parish Council Meetings was confirmed as 29<sup>th</sup> August 2012 at Hilton Village Hall commencing at 7pm***

***Resolved: In view of the confidential nature of the business to be transacted, it was advisable in the public interest, that the press and public be temporarily excluded and were instructed to withdraw from the meeting.***

**AGENDA**

**PART 2- EXEMPT INFORMATION**

**Minute Number 1771/12 - Exempt Information.**

- a) Funding of The Mease Pavilion Project

***Resolved: Hilton Parish Council agreed to receive the funding and to pay the Invoices for The Mease Pavilion extension and then claiming back the VAT as required.***

Signed.....Dated.....

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