

HILTON PARISH COUNCIL

MINUTES OF THE EXTRAORDINARY PARISH COUNCIL MEETING HELD ON THURSDAY 13 OCTOBER 2005 AT THE COMMUNITY LOUNGE, PERCY WOOD CLOSE

PRESENT: L Kolkman (Chairman) P Edwards (PE) (Arrived later)
P Hickinbotham (PH) G Rice (GR)
A Plenderleith (AP) J Keery (JK)
D Allen District Councillor R Walton (RW)
Z Sewter (ZS) (Groundwork Erewash) M Jenks (MJ) (Groundwork Erewash)
C Mason (Leisure Services Manager SDDC) (CM)
J Walton (Clerk) 2 Parishioners

120/05 APOLOGIES

Councillors G Banton, D Smalley, County Councillor F Hood, District Councillor M Littlejohn and D Woolliscroft

Prior to the meeting commencing, each person present identified themselves.

121/05 RE-CONSULTATION ON PLANNING APPLICATION 9 2005 1135 F

The retention of a new door and front windows at 46 Main Street (previously submitted as 9 2005 0735 F). The re-consultation is required as the new plans are not clear. The Clerk advised that he had been in contact with the planning officer and withdrawn our response to the application. A new decision was not required at this meeting as there is to be a new set of plans drawn; re-consultation will follow.

122/05 TO DISCUSS THE NEED TO ENGAGE A CONSULTANT TO DRAW UP A MANAGEMENT PLAN FOR FUTURE COMMUNITY AND LEISURE PROVISION IN HILTON

CM circulated a paper detailing the purpose of the consultation; this paper is reproduced as annex a below.

The meeting was handed over to CM to explain the background.

CM thanked the Council for meeting at short notice; amplified the notes and then took questions PH asked how the position of the position of school would affect the scheme. CM replied it shouldn't cause a problem this has been taken into account.

PE questioned how the Village Hall and its management would be involved and would SDDC be involved and if so when would SDDC withdraw; CM responded stating SDDC would be involved until completion.

PE asked about the management consultant and to who and when would he report; CM stated the consultant would report as required to all involved.

GR asked are there any similar management plans for other PC facilities; MJ advised yes, but not really suitable.

GR asked what would we not do without if we paid the consultant; CM advised expenditure so far is 246k committed and 210k left

LK asked if anyone in house (SDDC) could do this; CM responded that they do not have the staff available. It was also stated Groundwork would continue to be involved with the project.

PE asked for confirmation of the reliability of the consultant; CM advised that SDDC have full confidence in the consultant.

A general discussion followed.

Standing Orders were suspended.

A parishioner commented about damage to the Skate Park and outsiders using this facility. LK responded advising of other facilities to be provided in other areas.

A schematic plan was provided by Groundwork Erewash, and the detail explained.
RW advised that though Parish Councillors have all contributed in various ways but for a project of this size does not have the expertise and sound management is needed.
LK proposed we accept the management plan; this was resolved and the vote unanimous.
Lis thanked all for attending.

123/05 BOOKING CLERK

This subject was introduced as an emergency item due to the resignation of Mrs Smith with immediate effect from 7 October following an interview on 6 October. Her letter of resignation had been sent to all Parish Councillors.

At the weekend LK contacted all users, Mr Ben Dowell, the present caretaker of the Village Hall, has agreed to look after cleaning and booking in the short term; JK will do accounts.

It was agreed a recreation committee meeting is arranged as soon as possible; this to be followed by a meeting with the users to iron out problems and variations in booking fees etc.

LK advised the usage of the tennis courts is mainly five a side and netball, tennis is not under used. A discussion on increasing the use of the tennis courts followed. It was agreed to agenda removing the middle barrier; re-surfacing and remarking of the tennis courts.

124/05 DATE OF THE NEXT MEETING

26 Oct as already promulgated.

Annex a

HILTON CENTRAL OPEN SPACE PROPOSAL FOR ASSESSMENT AND CONSIDERATION OF MANAGEMENT NEEDS AND ARRANGEMENTS

PURPOSE OF THE MEETING

To appraise the Parish Council of where we are in the delivery of new leisure facilities at Hilton.

To discuss the issues around the future management of the site.

To seek the Parish Council's views on proposals for the appointment of a consultant to produce a management plan for new leisure & recreation services in Hilton.

SETTING THE SCENE

Parish Councillors will be aware that provision and funding of new leisure & community facilities in the expanded village was a key element in negotiations and subsequent legal agreements with St Modwens, the main developer in the Parish. One of the challenges South Derbyshire DC, the Parish Council and the numerous voluntary groups who operate in the village have had is to identify and prioritise the recreation and community needs of the village. The main vehicle for doing this has been the production of the Village Plan, which Groundwork Erewash Valley, were commissioned to produce.

Amongst the main outcomes in the Village Plan were:

- The creation of a significant children's play area
- Provision for teenagers
- Completion of the greenway
- Revamping of the tennis courts
- Extension to the Village Hall
- Creation of an outdoor performance area.
- Creation of park area & landscape planting
- Installation of a Synthetic Bowling Green
- Creation of additional outdoor formal sports pitches
- Infrastructure linking these facilities & furnishing i.e footpaths, benches, litter bins etc.

In spring 2006 it is hoped that work will commence on setting out the infrastructure on the Village Hall/ Parish Council site and delivering phase 1 of the priorities identified by the Leisure Group. A basic estimate, particularly with the Village Hall extension, is that we are talking about total capital works in excess of £1m. While we still have some monies left in the phase 1, Section 106 allocation and are

expecting finance from the phase 2 development, delivery of the above is very much dependent on attracting external funding. In effect, on this site alone we are creating a fairly significant leisure complex. Given the size of the new village there may also be other significant community development initiatives that need to take place away from the Village Hall Site.

In terms of future management it has always been assumed that responsibility for the Village Hall site and a significant role in other community development activities will pass to the Parish Council. The statutory bodies to date have always recognised that this is a significant responsibility and in, terms of the Parish Council, beyond their current capacity to deliver (It would be for most other parish councils). A key issue in building capacity is deciding and analysing exactly the scope of what is being taken on and what options exist for future management.

To try and address these Issues a consultant, who specialises in the area of the management and development of open space & leisure provision, has been approached regarding the production of a site management plan.

In summary the main benefits of producing a management plan' are as follows

- It provides a clear understanding of the full scope of what is involved in taking on responsibility for the asset including management, maintenance and development.
- It provides an understanding of the costs involved.
- It provides options for future management

More details on the areas to be covered are described below.

INTRODUCTION

This proposal has been prepared following a meeting between officers of Groundwork Erewash Valley (Groundwork), South Derbyshire District Council (SDDC) and Clive Payne at Hilton Village Hall on the 24 August 2005. The proposal is based on the information brought out at the meeting and an associated site visit.

The project provides a rare opportunity to consider and set in place appropriate management arrangements and funding for a parish level open space and associated facilities. The document will also provide a sound basis for attracting external funding in that it will show prospective funders that the project's funding is being

OVERVIEW

The proposed redeveloped and extended central open space in Hilton has the potential to be an accessible vibrant recreation facility which makes a significant contribution to community life and social integration. In order for the potential of the site to be realised it will be essential that detailed consideration is given to management needs, and that appropriate management arrangements are set in place.

Consideration will need to be given to the broad management needs of the site including:

- Staff presence.
- Management and maintenance of individual recreation facilities.
- Management and maintenance of buildings.
- Management and maintenance of infrastructure.
- Management and maintenance of services.
- Cleaning.
- Access to and maintenance of toilets.
- Refreshment facilities.
- Bookings.
- Provision of events.
- Community involvement in the management of the site.
- Insurance.
- Management inputs in respect of contracts, leases, agreements and general administration.
- The assessment of the potential management arrangements will need to consider:
 - The willingness and capacity of the Parish Council to manage the facility.
 - The potential contribution and role of South Derbyshire District Council
 - The role and views of the Village Hall Management Committee
 - Existing and potential self management of facilities.
 - The need and potential for a community development role.

- The management needs of the Village Hall and current management arrangements and costs.
- The management needs of other open spaces and facilities in the village.
- Potential for the development of a specific management organisation.
- Potential for community management and involvement.
- Practice in respect of the management of parish facilities in the sub region.
- Presence of contractors / facility management companies with appropriate experience in the sub region.
- Costs.
- Potential income.
- Effect of management arrangements on costs and funding.

FUNDING THE STUDY

The study is likely to cost in the region of £10,000 to complete and would be funded from the existing Section 106 allocation.