

## HILTON PARISH COUNCIL

### MINUTES OF THE PARISH COUNCIL MEETING HELD ON WEDNESDAY 26 APRIL 2006 AT THE COMMUNITY LOUNGE, PERCY WOOD CLOSE

**PRESENT:** L Kolkman (LK) (Chairman)                      P Hickinbotham (PH)  
                  J Keery (JK)                                              D Smalley (DS)  
                  D Allen (DA)                                              G Rice (GR) (Vice Chairman)  
                  A Plenderleith (AP)                                      J Walton (Clerk)  
                  D Woolliscroft (Lengthsman)                      County Councillor F Hood (FH)  
                  C Mason (SDDC)                                              District Councillor M Littlejohn (ML)  
                  C Payne (Management Consultant)              J Horsfall (Burton Mail)  
                  2 Parishioners

#### 043/06 APOLOGIES

Were received from Councillors G Banton, P Walton-Knight and District Councillor R Walton

#### 044/06 MEMBERS TO DECLARE ANY INTERESTS IN MATTERS TO BE CONSIDERED

LK declared a pre-judicial interest in planning application 9 2006 0455U; AP declared a personal interest in planning application 9 2006 0391 F

#### 045/06 A BRIEF PRESENTATION ON THE MANAGEMENT NEEDS AND ISSUES BY CLIVE PAYNE (CONSULTANT) & CHRIS MASON (SDDC) FOR THE BACK LANE PLAYING FIELD

Mr Mason advised that at a meeting a few months the project was discussed. Last Wednesday a meeting was held to see how far we are into the project, which will have a £2million total cost. It had been agreed that a Management Study was required and this has now been completed. Mr Payne had provided a précis of the study and this had been distributed with the agendas. He then outlined some of the main points concerning the study and the management of the facilities to be provided, these are: -

1. All public open space in the country is poorly managed; "New Good Practice" was the basis used for the study which he said he was pleased to be involved in at the start.
2. High quality management is required for Hilton which he considers an affluent area; see the précis for majority of points.
3. He suggested the use of contractors as there could be problems with the Parish Council appointing a suitable employee; if possible he recommends it would be best for SDDC or DCC to start and establish a routine.
4. The big issues for the "way ahead" are precept and SDDC 106 funding. He suggested a slice of 106 money should be reserved for maintenance and the Parish Council sets a nil income budget for management. He advised that a probable maintenance cost would be in the region of £100k per year.
5. He advised an individual is needed to take all the facilities forward through the contracting phase and the big issue is how we go forward from here?

The Chairman thanked Mr Payne for his report. She then asked if the Parish Council can get some help with funding the £100k pa management cost for the first five years. Mr Mason advised this project has been funded for capital build costs only.

Mr Mason advised that as they have the resources, SDDC will employ someone for perhaps three years as a project manager, this would be funded from 106 money. Following this management would need to be set up for the running of the facilities.

The PC would be involved in the appointment with the project manager who would perhaps work a part of his time from the Village Hall.

SDDC would be the line manager with a relationship with the village. Mr Payne stated a project officer is needed and a £28 to £30 k salary would be required to employ a suitable person.

Mr Mason advised he (SDDC) would like to get someone in post as soon as possible.

On being asked what guarantees there were for funding the project Mr Mason stated that funding for phase 1 is guaranteed, after that funding for phases 2 & 3 will need to be found and whatever comes in with 106 money will need amplifying by additional funding.

**Resolved:** To instruct SDDC to go ahead with appointing a project officer for three years to carry forward the village facility needs subject to SDDC approval. Mr Mason and the Parish Council are to work out the consultation process. The resolution was carried unanimously.

Mr Mason and Mr Payne were thanked and they left the meeting.

046/06 MINUTES OF THE PARISH COUNCIL MEETING HELD ON 29 MARCH 2006

The Clerk advised the printer has missed the last line of page 367: This was not noticed on the distributed copies; this has been corrected on the master copy, the missing line reads: - *provided by CVS be consulted.* **Resolved:** *unanimously that the works to the tennis courts be* Field has been corrected in three places and in minute 035/06 sings has been changed to signs The master copy has been corrected; the minutes were accepted as a true record and signed.

047/06 TENNIS COURTS REFURBISHMENT RESOLUTION (039/06) – REVIEW REGARDING FUNDING OF THE PROJECT

The Clerk advised that to clarify the legal position the resolution needs to be amended, as it stands, if the contract is awarded with insufficient funds available then Parish Councillors personally and jointly would be responsible for any short fall in funding. To reflect this, a new resolution is suggested.

**Resolved unanimously:** That a contract will not be awarded until funding is in place

048/06 MATTERS ARISING FROM THE MINUTES

Clerk;

031/06 Guttering at the pavilion –This is with SDDC legal department to clarify who's responsibility; the Clerk suggested as its only a stop end the Lengthsman/Groundsman obtains an end stop and replaces it; the Clerk is certain it is SDDC's responsibility: The Lengthsman agreed to do this.

040/06 Extra keys obtained

040/06 Quotes from 3 fencing companies have been requested to replace the fence at the children's play area Main Street

040/06 Quotes for maintenance of the football pitches have been requested as has SDDC's mowing schedule as any extra mowing will need to be interlaced - ML chase the provision of the mowing schedule at SDDC.

040/06 Further contractor contacted and a site meeting held regarding the Egginton Road cultivation. A letter has been sent to Mr Morris. Mr Morris advised the Clerk he has received a letter from SDDC asking him to remove all he material he has deposited on this land since 1995.

039/06 The bringing forward of works to the tennis courts was not raised at the meeting of Hilton Community Leisure Group held on April 19.

049/06 PUBLIC PARTICIPATION

Standing orders suspended.

A parishioner asked "will bollards be provided at the Sutton Lane/Main Street grassed area?" FH responded he has had representation regarding this but was not aware if bollards would be provided. The same parishioner also asked if the Parish Council were aware there is a well on the Egginton Road cultivation area; it was confirmed the Council are aware of this.

049/06 PLANNING APPLICATIONS

The Chairman left the meeting for the discussion of the first planning application and the Vice Chairman took the chair.

The Clerk advised the Parish Council should consider its response to this application so as to be seen to be fair and consistent as all other developments on Mill Lane have been objected to on grounds of access and or traffic.

9 2006 0455U Change of use of part of premises to bed and breakfast accommodation at the Old Mill Lane - Whilst there are no objections to change of use, concerns should be expressed over vehicular access

The Chairman returned to continue the meeting.

9 2006 0357 FH Re-profiling ground levels to provide flood protection for the housing development approved under planning application 9 2005 0610 M on land to the south side of Hilton Road Etwall – No objections

9 2006 0368 F Erection of an extension at 8 Main Street – No objections

9 2006 0739 FH Erection of a conservatory at 56 Welland Road – No objections

9 2006 0391 FH Change of use of garage into living accommodation at 38 Ryton Way: The Clerk advised that Councillor P Walton-Knight reported he had visited the premises and noted that there is no obvious car parking for more than one car off road if the garage conversion were permitted. If this is the situation, then he states he objects to the planning application on the grounds that there would be insufficient off road parking for the house concerned. It was agreed to comment about parking on the Councils response to this application. AP having declared an interest in this application took no part in the discussion.

9 2006 0419 FH Conversion into living accommodation of the existing garage and the erection of a garage at 7 Mill Fleam – No objections

9 2006 0464 F erection of two houses on plots 1 &2 in substitution for those approved under 9 1999 0890 F at 10 Dale End Road – No objections

#### 050/06 PLANNING DECISIONS

9 2006 0030 FH Erection of an attached garage and an extension at 32 Field Close – Granted

9 2006 0021 F Erection of a bungalow on land at the rear of 21 Shady Grove – Granted

9 2006 0023 FH Erection of an extension at 28 Welland Road – Granted

#### 051/06 DISTRICT AND COUNTY COUNCILLOR'S REPORTS

District and County Councillor's Reports

District Councillor ML Advised:

That a decision has not yet been made on the proposed sponsorship scheme for dog hygiene bins.

Attended the opening of the extended chapel at Bretby Crematorium.

Noted that the windows of the hairdressers premises at Main Street have not been finished as required by the planning grant, she will report this to SDDC's planning department.

County Councillor FH Advised:

He had attended the full council meeting; this completes his first year as County Councillor he stated "he is proud and privileged to represent you"

As part of the junction improvement works at the junction of Sutton Lane and Main Street a new drain has been installed outside 2 Main Street.

On the school extension proposals he has reported objections to the amended plans to the Education Committee; a site visit was made by the committee. He objected to the amend plans as did LK who also attended the committee meeting. The committee after considering the percentage of car users have decided that the new facilities are not to be used until the drop of facilities have been re consulted.

FH left the meeting.

District Councillor RW advised via the Clerk:

Her apology for not attending the meeting was a longstanding engagement at Tutbury Castle.

1) Attended Full Council, two Development Control, Environment & Development Services and Housing & Community Services Meetings since the last PC meeting.

2) Attended Hilton Community Leisure Group meeting to get an update from Chris Mason and Groundwork. Parish Council did not propose works to tennis courts to be brought forward as stated in minute 039/06.

3) Received another complaint re lighting at Hilton Garage. Responded that lights are within planning parameters so no further action.

4) 032/06 Brought up issue of signs at planning and was told it was a County matter. However C Cllr Hood has kindly already reported it at County so we should see them removed. Also requested

at planning that when applications for garage conversions come in, they look at off/on street parking. Informed they already do.

5) Requested from Redrow more parking provision at new affordable housing development. Unlikely. Also requested each bay be marked with property number to avoid conflict. Redrow/planners agreed.

6) Continued to chase untidy site at Dale End Rd. Chased re Greenway again. Still in hands of legal dept. Chris Mason will chase them.

7) Spoken to Head of Environmental services re appalling state of recycling centre. Was assured that when Neighbourhood wardens in place later in the year they will target – may also have CCTV to catch fly tippers, though hasn't succeeded in other places because can't get a clear enough image of registration plate to hold up in court. Continue to report to Clean Team. Appeal to Councillors and residents to report wherever possible – a prosecution and publicity may deter.

## 052/06 CORRESPONDENCE

BTCV	Conservation projects – request asking if the Parish Council has any projects that require assistance
SDDC	Booking request for the Civic Amenity Saturday Collections £198.00 per visit – <b>Response required? Resolved:</b> To have one collection late September or early October.
SDDC	Recommendations and Reports of Committees for Submission to the Council at its meeting on 13 April
SDDC	Request for confirmation of bookings for Parish Council meetings at Percy Wood Close – Confirmed by the Clerk prior to the meeting.
Derbyshire Constabulary	Notification that police officers will in future attend the Safer Neighbourhood Area Meetings and not Parish Council meetings
DALC	Circular 15/2006 Notice of Local Vision Conference at Hotel Russell London 1 & 2 June cost £280.00 per delegate Circular 12/2006 general: includes account and audit amendments; 137 expenditure limit raised to £5.44 per elector Circular 13/2006 Community empowerment awards and application form Circular 14/2006 Clean Neighbourhoods and Environment Act 2005 - description
DEFRA	Update, as referred to in DALC Circular 14/2006 above, on the Clean Neighbourhoods and Environment Act 2005 – Powers for Parish Councils to issue fixed penalty notices, dog control orders and training courses for anyone authorised to issue notices – full document requested (available on <a href="http://www.defra.gov.uk/environment/localenv/cnea">www.defra.gov.uk/environment/localenv/cnea</a> )
DCC	Copies of b_line student card magazine and Derbyshire Gold magazine (distributed at the office)
Midlands Rural Housing	Hilton Parish Housing Need Survey Report – a new site for the building of affordable housing is not to be sought as affordable housing is to be incorporated in the remaining MOD site development
DCC	Derbyshire minerals & Waste Development Framework – Submission Statement of Community Involvement plus comment form
DCC	Police Reorganisation – request for support to ensure effective policing with regard to the proposed amalgamation of Police Forces – <b>Response required.</b> LK reported that at the recent police liaison meeting police do not support the amalgamation. <b>Resolved: support</b>
Nottingham East Midlands Airport	Request for comments on the Airport Master Plan
East Leicestershire Villages Against Airspace and DEMAND Campaign Group	Request for funding assistance and support by writing objections to the proposed extension at East Midlands Airport: It was agreed to respond stating we don't object to extension but do support the use of quieter aircraft.

SDDC Standards Board for England – Bulleting no 28  
 Taylor Woodrow Request for an extended way leave grant for Severn Trent for the maintenance of the sewer connection to be made at the Back Lane Playing Field; **Response required Resolved:** No Severn Trent must write direct when maintenance is required

SDDC Agenda for the Joint Meeting with Parish Councils to be held on 26 April and minutes of the meeting held on 18 January 2006

DALC Circular 16/06 General: Includes notification of a republishing of Local Council Administration **Copy required:** car allowances: Licensing act 2003: email parcel delivery scam  
 Circular 17/06 General: awards to Parish Councils  
 Circular 18/06 General: War memorials; police re-organisation and Parochial fees  
 Notice of the AGM 10 may at 1900  
 Unadopted minutes of the executive committee meeting held on 4 March

Hilton Harriers Request to use Back Lane football pitches (free of charge) for presentation day on 17 June and permission to mark out mini soccer pitches. JK & GR declared an interest: **Resolved:** Agreed to grant the use of the pitches if there are no bookings. JK will check and advise that there are no bookings.

Mrs Price Repeat letter regarding the dog bin adjacent to the New Road/Derby Road footpath **Resolved:** file with no response

DCC Car child seat checking events notice – displayed at the Peacroft Lane NB

SDDC Posters for the next Etwall Area Meeting to be held on 18 May at the Village Hall Sutton on the Hill

DCC Posters advertising the use of real nappies; this was received too late to be displayed.

053/06 ACCOUNTS FOR PAYMENT

DALC	Training Course (Chairman)		£20.00	960*
* Paid between meetings				
Viking Direct	Stationery		£126.83	961
G Hall	Lengthsman	£262.00		
	Groundsman	£54.00		
	Fuel	£4.71		
	Strimmer Line	£8.00	£329.71	962
D Woolliscroft	Lengthsman		£295.25	963
J Walton	Clerk	£564.85		
	Expenses (Locksmith)	£64.62		
	Keys	£54.00	£683.47	964
M Wright	Cleaner (Pavilion)		£44.25	965
Wanadoo	Broadband		£17.99	DD

**Resolved:** The above accounts be paid.

054/06 VILLAGE HALL  
 Nothing to report

055/06 FOOTBALL PITCH USE (Requested by Councillor J Keery)  
 JK advised:  
 At a meeting of the Recreation Committee it was noted the last game will be on 21May after which the goal post will be removed. To facilitate the storage of the goal posts the distance between floor level and the guttering needs to be checked to confirm if there is clearance for the posts to be fixed

to the changing room wall. An alternative storage solution for the goal posts is the possibility of using LK's garage.

Hilton Harriers have asked for the use of the big pitch every weekend next year: it was agreed not to grant this unless the pitches are improved, this will be reviewed as will extra adult team use.

056/06 CONTRACT FOR GROUND WORKS AT THE MEASE

Following the tendering process by SDDC it was decided the contract for groundwork be awarded to Turfdry. SDDC require the Councils approval; **Resolved:** to accept the quote from Turfdry. At a meeting on 20<sup>th</sup> regarding the tendering for the building of the new changing rooms – 6 companies were selected in to tender for the contract with one other marked as a fallback. The next meeting will be held on 3 May

057/06 CLERK'S, MEMBER'S AND LENGTHSMAN'S REPORTS

Clerk advised:

Following one of the football clubs attempts to unlock the tennis courts with the pavilion key the high security lock was made unusable and could not be removed. A lock company was called in to cut off the lock. The courts were made secure with the same keys for the Village Hall end and a spare lock used for the pavilion end for which extra keys were obtained. Lock on pavilion oiled With GB answered queries about the Greenwatch Award

Internet problems took a while to rectify

Arranged with difficulty to get a replacement meter for the pavilion, engineer attended the appointment early The Village Hall caretaker gave him keys to tennis courts and consequently the wrong meter was changed; it was out of calibration date anyway. After prolonged phone calls the pavilion meter should be replaced on 10 May.

DW advised:

The tennis court wire has been opened and repaired four times this month.

A tv has been dumped by the garage and the police informed.

Found pick head police advised, also found a saw that youths had been using to cut the conifers.

There are two footballs in the tennis courts he will remove them.

PH advised:

Neighbourhood Watch signs are being put up.

AP advised:

She attended the recent safer community meeting and agreed to attend the next meeting on 1 June, as this is to be held at Burnaston Village Hall seating is limited

GR:

Requested newsletter articles and ideas by 13 May for inclusion in the Hilton Directory

Also reported was The Mease dog bin is overflowing and hedgerow cutting problems go via SDDC

058/06 TO SET A DATE FOR THE ANNUAL PARISH MEETING

Resolved: to hold the Parish Meeting on 18 May at the Village Hall and to ask Groundwork Erewash if they could make a presentation on progress of the facilities to be provided at the Village Hall site.

Clerk to contact Groundwork: JK to confirm if the Village Hall is available.

059/06 DATE OF THE NEXT MEETING

24 May 2006 at the Community Rooms Percy Wood Close; plans available from 1900, meeting to commence at 1915

060/06 EXEMPT ITEM – STAFFING ARRANGEMENTS

At the March meeting the pay for booking clerk was not considered. Resolved: to remain at £18.00 per week.

The remainder of the exempt item was to consider the Clerk's working arrangements and notice of resignation. No formal resolutions were adopted; a brief narrative of the proceedings will be circulated to the Parish Councillors.