

Hilton Parish Council
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**MINUTES OF THE PARISH COUNCIL MEETING HELD ON WEDNESDAY
30TH JANUARY 2008 AT PERCYWOOD COMMUNITY LOUNGE
COMMENCING AT 7.00PM**

Present:

Cllr Kolkman (in the chair)
Cllr Plenderleith, Cllr Banton, Cllr Keery, Cllr Smalley, Cllr Higginbotham Cllr Walton-Knight

2 District Councillor, 1 County Councillor, and 7 members of the public were present at the meeting.

1. Minute Number 512/08 - To receive apologies for absence.

Cllr Keery gave her apologies as she had to leave the meeting at 7.30pm. There were no other apologies.

2. Minute Number 513/08 - Variation of the Order of Business.

There was no variation to the Order of Business.

3. Minute Number 514/08 - Declaration of Members Interests.

Please see attached sheet.

4. Minute Number 515/08 - Public Speaking.

Minute Number 515/08/A

A Resident asked if it was legal for a planning application to be submitted in the name of a Director of a Company rather than an individual. The resident asked who would be liable if the planning stages were to go wrong during the build. The Chair asked the resident to clarify what they were referring to and in what context. The resident replied that they were talking about a Parish Council Member that had put in a planning application in the name of a company rather than in their own name, he said that the Parish Councillor was also a Director of the Company that had submitted the application. The Chair explained that the application they were referring to could not be discussed as a Prejudicial and Personal Interest had been declared by all members. The Clerk explained through the Chair that she had taken advice on this matter from the Derbyshire Association of Local Councils, and from the Monitoring Officer at South Derbyshire District Council. She explained that in light of the fact that the original application was submitted on behalf of a Parish Councillor a special dispensation was sought so no comment could be made.

Minute Number 515/08/B

A Resident reported about the Dale End Road/ Sutton Lane footpath by the allotments, and explained that to get to the allotments by car they needed to go down Percy Wood Close and over the footpath owned by South Derbyshire District Council. The resident asked if it would be possible for a 10mph limit to be put up as they were almost knocked down the previous week. The resident explained that signs needed to be installed warning car drivers that pedestrians were crossing.

Resolved: Cllr Frank Hood replied that he would take this matter up with the County Councils Highways Department on behalf of the Parish Council.

Minute Number 515/08/C

A resident asked what was happening with regards to the Neighbourhood Watch Group, they explained that they were in the process of renewing their insurance policy verbally, and asked when the group had their last meeting. They explained that, to be classed as an active group they needed to have regular meetings. The Chair replied that she had tried to arrange further meetings but there had been no response. She explained that she had however put information into the Hilton Directory. The Chair explained that she was the coordinator of the Neighbourhood Watch Group as present.

Minute Number 515/08/D

A resident reported that when they walk from their house to Tesco they encounter amounts of dog fouling on the pavement. The Clerk explained that she had in the past week given out Dog Fouling notices to be posted up. Cllr Walton-Knight replied that he had already been putting some on Egginton Road. The Chair explained that the problem had been getting worse especially on/around the play fields. She explained that we were trying our best to resolve this matter but the Parish Council had no powers to issue fixed penalty notices. She explained that if two residents witness a dog fouling then the owner could be prosecuted if they were prepared to give written statements. The Chair said that we would add something to the Hilton Directory warning residents that fixed penalty notices would be issued in the future if offenders were caught. The Clerk would also put notices warning the same on the Parish Council notice boards.

Minute Number 515/08/E

A resident reported that the new bollards at the Soar Close entrance on Back Lane did stop cars gaining access to the site, but they did not stop motorbikes. The resident asked who had installed the wooden posts with the fine wire around the planted areas by Soar Close and at the side of the Village Hall. The resident commented that this was extremely dangerous especially in the dark as the wire could not be seen. The Parish Council agreed with this comment and asked the Clerk to contact Chris Mason at South Derbyshire District Council on this matter.

Resolved: The Clerk to email Chris Mason and explain that the Parish Council had been receiving complaints from residents and that the Parish Council were in agreement with these complaints.

Minute Number 515/08/F

A resident commented on the amount of buses that came through the village which could use the Mease as they don't pick up on Main Street. They asked the Parish Council if this could be changed to make them use the Mease. The Chair replied that they came through the village to pick up children on route to the John Port School. The resident explained that every bus they had seen going through the village in the last year had been full so had no need to come through the village. Cllr Keery replied that the majority of the buses that came through the village did in fact pick up children for the school. She explained that these buses were on contract to the school and not the County Council. She explained that the bus came from Hatton then picked up at the top of Mease before coming through the village and then on to John Port School. Cllr Keery informed the resident that they would need to contact the school directly to find out what routes the buses should take. Cllr Banton explained to the resident that this was on a supply and demand basis and the Parish Council had no powers to stop buses coming through the village.

Minute Number 515/08/G

A resident asked if there had been any up dates on the traffic calming measures on Main Street. Cllr Hood replied that he had looked into the budget for this financial year but unfortunately there were not enough funds this year to cover the installation of the third hump. Cllr Hood said that he was hoping to have more information on this matter for the next Parish Council Meeting in February

Minute Number 515/08/H - Police

There was nothing to report.

Minute Number 515/08/I - County Council

Cllr Hood reported that he had attended the Scrutiny Committee Meeting at County Hall. He explained that they were currently discussing obesity of children. He reported that James Hilton the Head Teacher at Hilton Primary School had been invited and had given a very good presentation with regards to the Walk to School Campaign. He reported that the target had been for 55% to walk to school but Hilton had made 65%. He explained that it had been a very interesting day and the village should be proud of James Hilton, and his excellent school.

Cllr Hood reported that Brian Lucas from the Highways Department at the County Council had written to him in December requesting a list of work to be completed in his area. He explained that he had added the installation of the third hump on Main Street to the list. He also reported that a resident had asked that the 40mph limit coming from the Salt Box into Hilton be reduced. Cllr Hood said that the Police were completing speed checks on this road at present but the results had not yet been received. However the County Council was going to install yellow backing boards.

Cllr Hood reported that the white "Keep Clear" signs should have now been installed at the gates to the Village Hall. The Chair replied that this had been completed.

Cllr Plenderleith reported that she had received a complaint from a resident with regards to a raised manhole cover near Tesco set back on the verge. This had been pouring out water during the rainy period a few weeks previous. Cllr Hood replied that this had been repaired before Christmas and again after Christmas. Cllr Plenderleith replied that this was still causing the same problem.

Resolved: Cllr Hood to take this matter back to the Highways Department at the County Council.

Cllr Plenderleith reported that she had received a letter from a resident with regards to the bus companies, and an experiment that had been completed through the new part of Hilton. This experiment was to see if it would be a viable business. Unfortunately the bus company had not notified customers, so had no customers on the day, and this determined the outcome not to put on any further services on at the moment. Cllr Hood said that he was still pursuing this matter as no one knew about the experiment and one bus per hour is not really enough for the village needs.

Minute Number 515/08/J - District

The Clerk explained that she had an apology to make to Cllr Patten with regards to informing her at the last three meetings that she needed to see the resident at 12 Shady Grove with regards to the cutting of the hedge. The Clerk apologised and said that it was in fact 12 Percy Wood Close that had the problem. Cllr Patten accepted the Clerks apology.

Cllr Patten reported that she had received a complaint with regards to motor homes parking in the Main Street Car Park. She explained that she had noticed one parked there on occasions but there was nothing that South Derbyshire District Council could do unless they were sleeping in it as the Car Park was for public use. Cllr Patten asked if the Parish Council could keep an eye on this matter.

Cllr Patten reported that the signs on every lamp post within the village, advertising new house builders were illegal and Persimmon were the only company that had been granted permission to advertise in this way. Cllr Patten said that the rest would be told to remove their advertising shortly. Cllr Patten said that she would be sorting this problem early the following week.

Cllr Patten reported that there was not a list of unadopted roads in Hilton. She explained that she had spoken to the County Council on this matter but they did not have the resources to find out. She explained that the only way to do this would be to make a list of the roads that had been adopted to be able to work out which roads had not been adopted. Cllr Patten said that she would follow this matter through but it would take time.

She asked the Parish Council and residents present to make a list of any roads that had been completed but may not yet have been adopted. She would then follow these up with the developers concerned. The Chair explained that we had already had a problem on the Wimpey site whereby residents had lived there for the last 4 years and the roads had still not be completed. The Clerk had contacted the County Council to request that the bond be called in but due to other problems with the drains etc the County Council was not happy to do this. Cllr Hood said that he would speak with Max Green at the County Council on the Parish Councils behalf.

Cllr Plenderleith reported that she had submitted three questions to be discussed at the Scrutiny Committee Meeting, to be held at South Derbyshire District Council, on 13th February 2008 commencing at 2pm. Cllr Plenderleith said that members were welcome to attend if they wished but they would not be able to speak.

Cllr Plenderleith explained the questions that she had put forwards were with regards to the Broadband Service being so poor and non existent in some areas of the village. The question to Severn Trent was with regards to the adoption of the drains.

Cllr Plenderleith reported that the £100k, 106 money going to Etwall Leisure Centre had not come from the 106 agreement for Don Amotts.

Cllr Plenderleith reported that she had attended the emergency Etwall Parish Council Meeting with regards to the “Scoping” exercise for the Rail Freight Interchange.

Cllr Plenderleith Report as follows:

Planning rules dictate that no District Councillor who is a member of the Development Control Committee (Planning) should make their views known on any potential planning application prior to the actual Committee debate in the Council Chamber. This would result in him/her being barred from the debate and voting process on the relevant application due to prejudice. Therefore the following report is for information only, and does not express any personal views.

Cllr Amy Plenderleith

Etwall Parish Council held an emergency Meeting on Thursday 17th January 2008 to discuss the possibility of a Rail Freight Interchange being built on part of the Severn Trent Landholding between Etwall and Egginton. The Parish Council had been asked to comment on a “Scoping Document”, a preliminary report to an actual planning application, which would assess the environmental impact of the scheme. These impacts can be to landscape, ecology, agriculture, flooding, employment, energy and also impacts caused by increased noise and vibration.

The meeting was attended by Mr Guy Dixon, Disposal Manager within the property Services Team at Severn Trent, who took part in a question and answer session with the audience. He outlined his company’s proposal for a multi-user Rail Freight Interchange, emphasizing his view that the site was strategically well-placed due to the existing transport network. He described the land as a 700 acre asset that was largely redundant, and the indicative plan of development displayed at the meeting showed the site taking up approximately 150 acres of the landholding.

Large-scale high bay warehouses for storage and distribution would be built on the site, which would also have large areas of open yardage. It is anticipated that the site would be operational 24 hours and would potentially serve Toyota, Biffa, Nestle, JBC etc. There would be a need to update the associated transportation infrastructure, including new rail-heads, new primary road access from the A50 T, new secondary road access from the A5132 and Boundary Road. The site would also have a combined heat and power plant, which would provide all the power needed for it’s running. The whole operation would be screened by landscaping.

The timescale proposed is that the planning application be submitted May/June 2008, with determination approximately December 2008. The scheme is likely to be subject to a Public Inquiry as there are a number

of other sites vying to be the regional distribution centre. Such an Inquiry would probably take place in June 2009.

THIS WAS THE END OF CLLR PLENDERLEITHS REPORT.

5. **Minute Number 516/08 - To confirm the Non Exempt Minutes of the Meeting held on 9th January 2008**

Resolved: The minutes of the meeting held on Wednesday 9th January 2008 having been circulated were approved and signed as a true record.

6. **Minute Number 517/08 - To determine which item if any from Part 1 of the Agenda should be taken with the public excluded. If the Council decides to exclude the public it will be necessary to pass a resolution in the following terms:**

No item from part 1 of the agenda was taken with the public excluded.

Resolved: The Clerk to remove this item from the agenda in the future.

7. **Minute Number 518/08 - Sub-Committee Reports**

- A) **Minute Number 518/08/A - Chairpersons Report - Cllr Kolkman**

- 1) **Report from the Etwall Parish Council Meeting.**

Please see above, already discussed.

Cllr Plenderleith reported that the brown bin system would be changing shortly to include card board, meats and fish. She explained that residents would be informed as to what they should do.

The Clerk reported that she had spoken to Lorraine Neave from the Waste and Cleansing Department at South Derbyshire District Council with regards to the recycling provisions within Hilton. She explained that at the moment there were no other sites available for this provision as everything that they had already identified had been declined. Lorraine Neave would be speaking with her Line Manager over the next week to discuss a resolution to our problem; she would update the Clerk of the outcome at a later date.

- 2) **Toyota Meeting – Questions.**

The Chair explained that she would be attending a meeting at Toyota on Thursday 31st January 2008. She asked if anybody present had any questions they would like her to ask, including the Rail Freight Interchange, to let her know before the meeting the following day.

- 3) **Planning of the Farmers Market to be held at the Village Hall**

The Chair explained that she had, had an idea of holding a Farmers Market in conjunction with the Village Hall Committee, this would take place on maybe a Sunday morning during the spring; she asked if anybody else thought this would be a good idea. She explained that local residents within the village could be involved for example local farmers to sell produce etc.

Resolved: The Parish Council as a group agreed that a Farmer Market would be an excellent idea.

Resolved: To be arranged in conjunction with the Village Hall Committee

It was agreed that the first Farmers Market to be set up, should be kept small to avoid any teething problems that may arise.

It was agreed that this would be held within the Village Hall grounds to allow for an indoor provision if the weather was bad provide the Village Hall committee agreed.

B) Minute Number 518/08/B - Community Services – Cllr Plenderleith, Cllr Banton, Cllr Kolkman and Cllr Keery

- Village Hall management

Cllr Plenderleith reported that at the last Village Hall Meeting, the matter of the broken heating was discussed. Cllr Plenderleith explained that this problem had now been resolved and all boilers were working to full capacity.

Cllr Plenderleith reported that a new Booking Clerk had now been employed called Sue Walsh as Ben Dowell had resigned. She explained that Sue would be working 3 hours for the Parish Council per week and 13 hours for the Village Hall per week.

Resolved: The Clerk to write a letter of thanks to Ben Dowell to say thank you for all his hard work.

- School Governors

Cllr Plenderleith reported that there had been no meeting of the School Governors recently. However she explained that she would be on the panel interviewing for the new Deputy Head.

- Education Foundation
- Marston on Dove Charity
- Police Liaison
- Safer Neighbourhoods and Neighbourhood Watch
- Community Information and Publicity

Cllr Plenderleith reported that she had placed an article in the Hilton Directory requesting volunteers for the Speed Watch Scheme.

C) Minute Number 518/08/C - Finance – Cllr Kolkman, Cllr Keery, Cllr Plenderleith, D Smalley and the Clerk to the Parish Council

- Parish Council Human Resources
- Fees for the use of Parish Council Facilities
- Allocation of Grant Funding to Local Organisations
- Suggested Amount of Annual Precept
- Regular Scrutiny of the Accounts
- Audit of the end of year Financial Accounts

There was nothing to report.

D) Minute Number 518/8/D - Environment and Green Space – Cllr Banton, Cllr Walton-Knight and Cllr Smalley

- Maintenance of Public Footpaths, Cycle Paths, Greenway, Verges, Open Space, Trees and Hedges

Cllr Smalley reported that he had not yet managed to look into the complaint from the Parish Council Meeting held on 9th January 2008 with regards to the footpath on Willow Pit Lane, passed the pond on the right, over the stile and on to the next stile, as he had been ill. Cllr Smalley said that he would look into this issue and report back at the next Parish Council Meeting to be held on in February 2008.

- Environmental Issues
- Recycling Facilities
- Dog and Litter Bin Provisions

It was reported that a dog bin by The Mease had been destroyed.

***Resolved: The Clerk to gain quotes from SDDC for the replacement of the bin, larger if possible.
Resolved: The Clerk to agenda this item for the Parish Council Meeting in February 2008.***

- Lengthsman's Report

There was nothing to report.

The Chair asked the Lengthman Derek Woolliscroft to wish his wife Joyce a speedy recovery from all the members on the Parish Council and send her our love.

E) Minute Number 518/08/E - Village Infrastructure – Cllr Kolkman, Cllr Walton-Knight and Cllr Higginbotham

- Planning matters including the Village Plan

It was reported that the Parish Council needed to move forwards with regards to the update of the Village Plan. It was agreed that the Parish Council needed to arrange a public meeting initially, to get the ball rolling. This could then be taken forwards by a committee to be set up from the public meeting.

It was reported that the Village Plan only needed to be updated, the original plan was developed in about 2003/2004 and some of the items identified had already been completed for example, phase one of the Village Hall Site and the new Mease Pavilion and football pitches. Ian Hey said that Aston's Village Plan was a very good example of how it should be, but suggested that we did not refer to this too much. However it could be used as a starting point. Ian said that we would need to begin at the consultation stage with the residents of the village first. The Chair explained that a lot of money had been spent on the original Village Plan, only to be told by the Project Manager at the time, that it did not contain sufficient information to gain match funding with.

Resolved: A Public Meeting to be arranged at Hilton Village Hall on Monday 25th February 2008 commencing at 6.30pm for 7pm start.

The aim would be to set up a volunteer group to move the Village Plan forwards.

Resolved: The Clerk to contact somebody from DRCC, Helena Stubbs or Jo Dovedale for representation.

- New Road Adoptions
- Traffic Management and Parking
- Street Lighting

Cllr Banton reported on the street lighting on Egginton Road between Peacroft Lane and the Mease. He explained that we had in the past been told by the County Council that the distance between the lighting was adequate. However we needed this to be looked at again under the present conditions as it seemed to be totally inadequate.

Resolved: The Clerk to contact the County Councils Street Lighting Department to ask if anything can be changed/resolved.

It was reported that the Safer Neighbourhoods could be contacted for a grant towards extra street lighting needs. Application needed to be completed by 14th February 2008 if this was decided to be the course of action to take but quotes would be required at the submission stage.

Resolved: The Clerk and Cllr Banton to look into this matter.

- Public Transport Provision
- Community Services

F) Minute Number 518/08/F - Recreation and Leisure – Cllr Kolkman, Cllr Keery and Cllr Smalley

- Provision and maintenance of sport and leisure facilities

1) Cllr Higginbotham – update on the Mease Pavilion.

Cllr Higginbotham had nothing to report.

The Clerk explained that the Loss Adjuster from Cunningham Lyndsey had been out to assess the damage at The Mease Pavilion. The Loss Adjuster had requested that quotes for the repairs be gained from the original contractors and forwarded onto them for a decision to be made. The Clerk explained that this had been done but she was still awaiting the information from the contractors. She would update the Parish Council at the next meeting on in February 2008 as to the position.

2) Cllr Smalley – Update on the refurbishment of the Tennis Courts on Back Lane.

Cllr Smalley reported that the specifications had been completed but needed to be passed by the committee before it goes out to 3 companies to tender. Cllr Smalley said that he should have more information on this matter at the next Parish Council Meeting to be held on in February 2008.

- Children play equipment
- Parish Council owned Parks and Landscaping

8. Minute Number 519/08 - Reports from Councillor's that have attended any other Meetings.

- Etwall Area Meeting – Cllr Plenderleith, Cllr Banton, Cllr Kolkman
- Toyota Liaison – Cllr Kolkman
- Derby Airfield Consultative Committee – Cllr Walton-Knight

There was nothing to report.

9. Minute Number 520/08 - Clerks Reports

1) Minute Number 520/08/A - Proposal to Donate funding to the Hilton Gardening Club for the planting of the Egginton Road Garden

The Clerk explained that she had received a request from the Gardening Club for extra financial support of £250.00 for the upkeep and maintenance of the garden on Egginton Road.

Resolved: The Clerk to raise a cheque for £250.00 as agreed.

2) Minute Number 520/08/B - Prices for the name plaque for the Egginton Garden to be obtained by the Hilton Gardening Club

The Clerk explained that she had not yet received a price for the plaque from the Gardening Club but they were looking into this matter.

The Clerk explained that she had taken advice from the Derbyshire Association for Local Councils with regards to the Parish Council funding the name plaque for the Garden. The Clerk explained that unfortunately the Parish Council was not allowed to pay for this item. However if the Gardening Club wished to they could.

It was agreed that the Parish Council would support the Gardening Club if they were to seek funding from the County Council as the land owners, the Parish Council only held the cultivation license.

3) **Minute Number 520/08/C - Information from the Clerks Meeting, with Chris Payne and Chris Mason from SDDC on the flooding problems on and around Back Lane.**

The Clerk explained that on Thursday 24th January 2008 she met with Chris Payne and Chris Mason from SDDC with regards to the flooding problem of a resident's property on Thames Way off Back Lane Playing Fields and a resident's house on Soar Close by the new opening to the school.

The Clerk explained that South Derbyshire District Council were supposed to be getting back to her with options for a resolution by 30th January 2008 but Chris Mason had emailed her on Friday 25th January 2008 to say that this would not be possible due to his work load. However they did intend to get something to her in the next couple of weeks. The Clerk said that she would update the Parish Council at the next meeting to be held in February 2008.

The Clerk explained that Chris Mason would also be chasing Taylor Wimpey with regards to the drainage in the corner of the field on Back Lane.

4) **Minute Number 520/08/D - Information on the flooding from the new school field.**

The Clerk explained that Chris Payne and Chris Mason from South Derbyshire District Council would be chasing this matter up with the County Council as this was their land.

5) **Minute Number 520/08/E - Information with regards to the position of The Mease Pavilion Finances**

The Clerk explained that both she and Cllr Kolkman had attended a meeting with Chris Mason from South Derbyshire District Council at the Village Hall on 29th January 2008 commencing at 2pm. The Clerk explained that the final figures had still not been received from DPDS, Barlows or D J Atkinson's so no information could be reported at this time. However Chris Mason was hoping to be able to take back to committee the figure required in March, this would be to request further 106 money funding. Both the Clerk and Chris Mason would be actively seeking final figures over the next few weeks.

6) **Minute Number 520/08/F - Disposal of the Clerks Lap Top**

The Clerk explained that she had now purchased a new lap top as agreed and had transferred all information.

The Clerk asked if the old lap top could now be passed on to Mr Saxon to wipe the hard drive and destroy the computer. The Clerk explained that she had taken advice from the Derbyshire Association of Local Councils on this matter and this was deemed to be a responsible and acceptable way of disposing of the old lap top.

Resolved: The Clerk to arrange the disposal of the old lap top.

7) **Minute Number 520/08/G - Scouts Hut Lease Agreement with the Parish Council**

The Chair explained that the Lease Agreement was now ready to be signed by both parties. She explained that the 20% of the hall hire to be paid to the Parish Council had now been taken out as agreed.

Resolved: The Clerk to arrange for the Lease Agreement to be signed and exchanged as soon as possible.

8) **Minute Number 520/08/H - Purchase of harness for Lengthsman's strimmer**

The Clerk explained that the Lengthsman had requested a new harness for the old strimmer. The Clerk asked for authority to purchase a new one.

Resolved: The Clerk to purchase a new harness for the trimmer.

9) **Minute Number 520/08/I – The Purchase of two reflective visible waist coats for the Lengthsman**

The Clerk explained that the Lengthsman had requested new reflective visible waist coats for the summer as the old ones were too small. The Clerk asked for authority to purchase new ones.

Resolved: The Clerk to purchase two new reflective visible waist coats.

10) **Minute Number 520/08/J - Taking over the Village Hall Site as per the meeting with Chris Mason on 29th January 2008**

The Clerk explained that a meeting took place with Chris Mason on 29th January 2008 at 2pm at Hilton Village Hall. She explained that the overall package would be the maintenance of the grass, plants etc. The play equipment would be the responsibility of the Parish Council; however it would still be maintained by South Derbyshire District Council, as it is now. She explained that the Parish Council may want to Risk Assess the play equipment every week as South Derbyshire District Council only risk assesses 18 times per year.

The Clerk explained that the Parish Council would need to go out to tender for the maintenance to 3 different companies, South Derbyshire District Council would then negotiate maintenance money provision against the one accepted for the first 3 years. The Land would be transferred over to the Parish Council for no charge or peppercorn rent.

Resolved: The Clerk to add this matter to the agenda of the next Parish Council Meeting.

Resolved: The Clerk to produce and submit tender documents to 3 companies to tender.

11) **Minute Number 520/08/K - Hedge Cutter needs repairs**

The Clerk explained that the hedge cutter had broken and asked if she could have permission to have it repaired and serviced.

Resolved: The Clerk to arrange for the repairs to be completed.

12) **Minute Number 520/08/L - Items completed and reported by the Clerk from the Parish Council Meeting held on 9th January 2008**

a) **Minute Number 490/08/A from the meeting on 9th January 2008 – The removal of the rubbish at the garden on Egginton Road**

The Clerk reported that she had asked Aucuba to remove the rubbish from the garden on Egginton Road as requested. She explained that the Clean Team would not remove the rubbish as this was not part of their contract as it was not classed as fly tipping. Aucuba had agreed to match the price of £45.00 that the Clean Team would have charged.

b) **Minute Number 490/08/A from the meeting on 9th January 2008 – The Clerk to contact Mr Brian Wild ref the trophies for the Village in Bloom Competition.**

The Clerk reported that she had spoken to Mr Brian Wild from the former Village Hall Committee and he had the trophies. Mr Brian Wild delivered the trophies to the Clerk at the Parish Council Office on 25th January 2005. The Clerk passed them on to the Gardening Club on 28th January 2008 as agreed.

- c) **Minute Number 494/08/F from the meeting on 9th January 2008 – The Clerk to inform Cllr Patten of the correct address with the overgrown hedge at Percy Wood Close not Shady Grove as informed, The Clerk to apologies to Cllr Patten for the miss information.**

Resolved: Already discussed above.

- d) **Minute Number 497/08 from the meeting on 9th January 2008 - Thank you letter to Wendy Rose Assistant Head Teacher at Hilton Primary School**

The Clerk sent a letter of thanks on 23rd January 2008.

- e) **Minute Number 498/08 from the meeting on 9th January 2008 – The allocation of grant funding to community groups as agreed**

The Clerk raised and sent cheques as agreed to the relevant groups. Some thank you letters had already been received

Minute Number 498/08 from the meeting on 9th January 2008 – The setting of the Precept Form for the Financial Year 2008/2009

The Clerk completed and returned the forms on 9th January 2008

- f) **Minute Number 499/08 from the meeting on 9th January 2008 – Recycling within Hilton.**

The Clerk spoke to Lorraine Neave, Waste and Cleansing Dept at South Derbyshire District Council on Monday 28th January 2008. Unfortunately the planning application including recycling at Witham Close was refused so they are at a stand still at the moment. Lorraine gave her apologies and said that this was to be discussed in a meeting with Peter MaCavoy and Mark Alflat next week with a view to what they do looking forwards. Lorraine will be looking into the planning application for the Don Amott site to see if this could be a possibility. She will keep the Clerk informed.

- g) **Minute Number 502/08 from the meeting on 9th January 2008 – The Clerk to source a new Lap Top**

The Clerk has purchased a new Lap Top and all information has been transferred over.

- h) **Minute Number 504/08 from the meeting on 9th January 2008 – DALC Training**

The Clerk has booked the Chairperson on to the DALC Training Course as agreed.

- i) **Minute Number 507/08 from the meeting on 9th January 2008 – Items for Decision.**

The Clerk has completed all actions as agreed.

- j) **Minute Number 508/08 from the meeting on 9th January 2008 – Planning Matters for decision**

The Clerk has completed all actions as agreed.

10. Minute Number 521/08 - Derbyshire Association of Local Council's

1) Circular Number 02/2008

- Training - New one day training course for Chairmen and other prospective Chairmen of your Parish/Town Council Saturday 5th April 2008

Resolved: The Clerk to ask Cllr Keery if she can attend.

- 2) Circular Number 03/2008
- Representing the future – The Report of the Councillor’s Commission
- 3) Circular Number 04/2008
- Availability of Locum Clerks and Internal Auditors List
- 4) Circular Number 05/2008
- Representing the future: The Report of the Councillor’s Commission
- 5) Circular Number 06/2008
- Clerk and Council of the Year 2008

Resolved: The Clerk to look into this matter and complete the application forms.

- Communication Award 2008
- Resignation of the Chief Officer of Derbyshire Rural Community Council
- Breadsall Parish Council – Clerk/RFO Vacancy
- Winster Parish Council – Clerk/RFO Vacancy
- Stanley and Stanley Common Parish Council – Clerk/RFO Vacancy

- 6) Circular Number 07/2008
- Draft Freedom of Information and Data Protection (Appropriate Limit and Fees) Regulations 2007

- 7) Circular Number 08/2008
- The Greenspace Community Network
- Resolved: The Clerk to look into this matter.**

- 8) Circular Number 09/2008
- Derbyshire Playing Field
- Resolved: The Clerk to look into this matter.**

9. Minute Number 522/08 - Finance

A) Accounts for Payment:

Resolved: To not the following payments.

Cheque No:	Payee:	Description:	Amount
001280	Custom Computers	Clerks Lap Top	£426.96
001281	DALC	Chairs Training	£15.00
001282	Inland Revenue	NIC's	£625.65
001283	Hilton Bowls Club	Grant	£150.00
001284	Hilton Harriers	Grant	£150.00
001285	Hilton Church Pre School	Grant	£150.00
001286	Hilton Mums and Tots	Grant	£150.00
001287	Hilton Village Hall	Grant	£150.00
001288	HATS	Grant	£150.00
001289	SDDC	Mowing	£641.37
001290	Viking Direct	Stationery	£96.38
001291	Mrs J Keery	TAG	£7.32
001292	Mr R Webster	TAG	£100.00
001293	Mr Bexton	TAG	£150.00
001294	Mr D Woolliscroft	Wages	£454.35
001295	Mr P Stretton	Wages	£45.00
001296	Mr S Bevins	Wages	£470.65
001297	Mr B Dowell	Wages	£86.90

001298	Mrs C Orme	Wages	£1,391.23
001299	Inland Revenue	NIC's	£772.81
001300	Mrs Clare Orme	Expenses	£74.46

11. Minute Number 523/08 - Items for Information

Resolved: To note the following information.

- a) DCC – Free Countryside Services Events in Derbyshire 2008 magazine
- b) SDDC – Summer Holiday Provision 28th July to 5th September 2008 additional information
- c) Teamwork – Posters for the Safer Neighbourhoods in Derbyshire
- d) DCC – SACRE Annual Report 2006/2007
- e) Etwall Area Meeting Agenda and Reports
- f) SDDC – Healthier South Derbyshire website launch event 2008
- g) Communities and Local Government – Consultation on orders and regulations relating to the Conduct of Local Authority Members in England
- h) SDDC – Joint Meeting with Parish Councils/Meeting
- i) SDDC – Recommendations and Reports of Committees for submission to the Council at its meeting on 24th January 2008
- j) SDDC – Sportsmobile February half term at Hilton Village Hall Thursday 21st February between 10am and 12 noon – put on web site
- k) DCC – The Service for all your sign needs

12. Minute Number 524/08 - Items for Decision

- a) SDDC – Local Housing Allowance Poster, request to put posters on the Parish Council notice boards

Resolved: The Clerk to reply giving permission.

- b) Flint Bishop Solicitors – Lease Agreement for the Scouts Hut

Resolved: Already discussed above.

- c) Compost Scheme Conversion Information for residents

Resolved: Already discussed above.

- d) SDDC – Civic Dinner and Dance

Resolved: The Clerk to advice that no representative will be able to attend.

- e) Land Registry – B149 Notice to an adjoining of an application for registration of a person in adverse possession

The Chair explained that the B149 Notice was in connection to a part of Meadow Lane that was not yet attached to a title deed. St Modwens were now trying to make it part of a title deed for their ownership. However the Parish Council did not know who owned the top section of Meadow Lane, It looked like it did not belong to anybody at present.

The Chair also explained that the Clerk had spoken to Mr Peter Robins from St Modwens with regards to tidying up this area as it was very unsightly.

13. Minute Number 525/08 - Planning Matters for Decision

- a) Reg No 9 2008 0011 FH – The erection of a conservatory at Badger Farm, Willow Pit Lane, Hilton

Resolved: The Parish Council had no objection, however the Clerk to inform Tim Denning in the Planning Department at South Derbyshire District Council that the proposal was to lift the roof by one meter but the whole barn has been taken down and is being rebuild.

- b) Reg No 9 2007 1469 F – The installation of a diesel tank and diesel additive tank, a personnel shelter and re-sitting of a plant room at Area E14 Hilton Depot, Egginton Road, Hilton

Resolved: The Parish Council had no objections, but to state concerns over the diesel tank, will this be for their own use or for use by others as a bunkering service. The Clerk to also explain that the Parish Council have concerns over the operating hours and suggest that a restriction be placed on them, operating only between the hours of 8am and 7pm

- c) Reg No 9 2008 0081 TP – The pruning of 3 Limes covered by SDDC Tree Preservation Order Number 292 at The Old Mill, Mill Lane, Hilton

Resolved: Pruning was accepted provided it was only that needed to support the longevity of the trees.

- d) Reg No 9 2007 1463 FX – The Demolition of the existing house and the erection of 7 terrace houses with garages at 11A Dale End Road, Hilton

Resolved: The Clerk to give the same objections with regards to parking as per the previous application.

- e) Reg No 9 2007 1478 F – The erection of a canopy and provision of new access and turning area to the rear of units at units 2A and 2B plot E2 Land at Hilton Business Park, The Mease, Hilton/

Resolved: The Parish Council had no objection.

12. Minute Number 526/08 - Planning Matters for Information

Resolved: To note the following information.

- a) Reg no 9 2007 1151 U – The change of use of two bedrooms to bed and breakfast accommodation at Hall Croft, Hilton – HAS BEEN GRANTED
- b) Reg No 9 2007 1066 F – The erection of two retail units with first floor apartments over land at the junction of Egginton Road and Witham Close, Hilton – HAS BEEN REFUSED
- c) Reg No 9 2007 1014 F - The erection of a first floor extension for use as a hair and beauty salon at 2 Main Street, Hilton – HAS BEEN REFUSED
- d) Reg No 9 2007 1207 FH – The erection of a conservatory at 10 Wyston Brook, Hilton – HAS BEEN GRANTED
- e) Reg No 9 2007 0933 L – The retention of a first floor staircase and rooflight on second floor landing together with the insertion of three replacement windows, a new soil and vent pipe and alterations to existing rainwater pipe at Hargate House, Egginton Road, Hilton – HAS BEEN GRANTED
- f) Reg No 9 2007 1183 F – The erection of an extension at 15 Derby Road, Hilton – HAS BEEN GRANTED
- g) Reg No 9 2007 1212 FH – The erection of an extension to garage to provide study/home office and the extension of dwelling at Swallow Barn, Willow Pit Lane, Hilton – HAS BEEN GRANTED
- h) Reg No 9 2007 1284 FH – The erection of an extension at 21 Bancroft Close, Hilton – HAS BEEN GRANT

13. Minute Number 527/08 - Date of the next Meeting

The date of the next Parish Council Meeting will be held at 7pm at Percy Wood Community Centre on 27th February 2008.

14. Minuit Number 528/08 - Exempt Item

- 1) Parish Council Allowance

The Chair explained that the Clerk had received an email from a member of the public with regards to the Parish Council Allowance.

Resolved: The Clerk to reply thanking them for their comments. The Clerk to also inform them that they can view the audited accounts on appointment at the Parish Council Office at any time.

CONFIRMATION: _____ DATE: _____