

**Hilton Parish Council**

**Clerk: 110 New Road, Newhall, Swadlincote, Derbyshire. DE11 0TH  
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**MINUTES OF THE PARISH COUNCIL MEETING HELD ON WEDNESDAY  
27<sup>TH</sup> FEBRUARY 2008 AT PERCYWOOD COMMUNITY LOUNGE  
COMMENCING AT 7.00PM**

**Present:**

Cllr Kolkman (in the chair)  
Cllr Plenderleith, Cllr Banton, Cllr Keery, Cllr Higginbotham Cllr Bates

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

**1. Minute Number 529/08 - To receive apologies for absence.**

Apologies for absence were received and accepted on behalf of Cllr Smalley and Cllr Walton-Knight

**2. Minute Number 530/08 - Variation of the Order of Business.**

There was no variation to the Order of Business.

**3. Minute Number 531/08 - Declaration of Members Interests.**

There were no Declarations of Members Interests.

**4. Minute Number 532/08 - Public Speaking.**

**Minute Number 532/08/A**

A resident reported that they had been away for a while and asked for an update on the Waste Site Allocation Plan and the Rail Freight Interchange, as it had all gone quiet. The Chair replied that the Parish Council had received no further information on the Waste Site Allocation Plan. Derbyshire County Council was expected to release more information on this around September 2008. She explained however that in the meantime Etwall Parish Council had called an emergency meeting on 21<sup>st</sup> January 2008 with regards to the Rail Freight Interchange. She explained that they were planning to put in complete plans for this proposal around June 2008. She explained that there was a Severn Trent Representative at this meeting.

The Chair explained that she had attended the Toyota meeting where they were concerned about the Waste Site Allocation Plan. However unless the rail line went directly to their site they would still have road manoeuvres. She explained that a lot of leg

work was still needed to be done on both matters, but as of today's date no further information could be provided.

The Chair explained that at the Etwall Extraordinary Meeting, she raised all concerns/issues that Hilton would have if the Rail Freight Interchange was installed at Etwall. Cllr Hood replied that the County Council knew nothing about this meeting, nor did Hilton Parish Council until the very last minute. He explained that the feeling he had been getting from the County Council was, that they would not do anything that would affect Toyota, as it took lots of negotiation, time and effort to get the factory sited in Derbyshire.

The Chair said that the Rail Freight Interchange would have a big impact on Etwall, but would also have a huge impact on Hilton, especially if they close off the Carrier Lane.

The resident replied that they were just concerned that nothing had happened since the Public Meeting on 7<sup>th</sup> November 2007. He explained that we needed to add something to the Hilton Directory to keep it fresh in everyone's minds.

Cllr Hood said that a resident of Hilton had contacted him by telephone, as she would like to start a campaign group against the Waste Site Allocation Plan and wanted to know the best time to start this rolling. The Chair replied that the Rail Link Interchange would pre-empt this as we would hopefully be hearing something by June

A resident commented that in their opinion the waste tip going to Etwall was just a Red Herring. The Chair replied that lots of people thought the same and this was commented on at the Etwall meeting. The resident said that they felt that the overall agenda was always to have a big industrial site to bring the rubbish to Hilton. Cllr Patten said that she personally disagreed and felt that Severn Trent had realised that they had a good cash cow and want to make as much as they could from this.

#### **Minute Number 532/08/B**

A resident commented that there were lots of rumours flying around regarding the new retail units on Witham Close and what they would be used for. The Chair replied that she had spoken to the developers on this matter and could confirm that she had been told, 1 unit would be for a Chinese take away, 1 unit would be a Pizza take away, but nothing had been confirmed yet for the last unit.

#### **Minute Number 532/08/C**

Debbie Avery who runs the AboutMyArea DE65 website attended the meeting to explain that she updates her site on an almost daily basis if the Parish Council wished to send through information to her to be added. She explained that she already receives a lot of information from TAG but virtually nothing from the Parish Council. She explained that if information was received regularly she would be able to add a link from her home page direct to the Parish Council web site if we wished. She also explained that shortly she

may allow access to regular users to enable them to update their own sections on the website.

#### **Minute Number 533/08/D - Police**

There was no Police Representative present at the meeting.

The Chair read out the Crime Figures for Hilton (please see attached sheet).

#### **Minute Number 534/08/E- County Council**

Cllr Hood reported on page 604 of the minutes dated 30<sup>th</sup> January 2008, Minute Number 515/08/I with regards to the road between the Salt Box and Hilton. He explained that the County Council had now installed the yellow backing boards but they were still awaiting the Police to complete the planned speed checks.

Cllr Hood said that he was extremely pleased to update the Parish Council on the situation with regards to the third road humps on Main Street. He explained that he had a small amount of money available, and an agreement had been made to improve this situation. He explained that by law the third road humps would need to go to re-consultation and this would be done with all of the residents on Main Street. The re-consultation would be to ask the residents what ideas they had and to check that they are all still in agreement with the third road humps. Cllr Hood said that this was a clear step forwards.

Cllr Hood reported that he had spoken to the County Council with regards to the resident's complaint about needing "beware of pedestrian sign" on Percywood Close and explained that this was down to South Derbyshire District Council as it was their land. Cllr Patten was asked to take this to District on our behalf

Cllr Hood explained that the Highways Department was still trying to locate the drain on the A512 that had been causing problems when it rains. Cllr Plenderleith replied that next time it happened; she would take photographs so that the County Council could locate it and resolve the problem.

#### **Minute Number 535/08/F - District**

Cllr Patten reported that she had been to see Bryant Homes with regards to the illegal advertising on the lamp posts etc around the village. Cllr Patten said that nobody had come back to her yet but she would continue to chase this matter up.

Cllr Patten reported that she had spoken to Stuart Bachelor at South Derbyshire District Council with regards to obtaining some high visibility jackets for the Marshalls on the Sports Relief Mile at The Mease Sports Pavilion on 16<sup>th</sup> March 2008 commencing at 9am till 3pm.

Cllr Plenderleith reported that she had been contacted by a gentleman that wanted to open an NHS Dentist in Hilton but the PCT had told him that there was no money available for this kind of provision in Hilton. Cllr Plenderleith had since spoken to Keith Mann at the PCT and had been informed that there was now some money available but it was still in the very early stage of a dentist opening in Hilton or Etwall any time soon. Cllr Plenderleith said that she would be keeping in touch with Keith Mann regarding this matter and would report back to the Parish Council at a later date.

It was reported that once the Village Hall gets the clasp extension planned for the future, this would be a great place to situate either a Dentist or an Opticians as the site is central to the village.

Cllr Plenderleith reported that she had attended a meeting with the Citizen's Advice Bureau who work from the Health Centre on a Thursday morning. She explained that Hilton had been identified as a potential area of concern regarding people having problems in the future due to the credit crunch and related mortgage payments etc She reported that the next meeting would take place in two weeks.

Cllr Plenderleith reported that she had attended the Scrutiny Meeting held at South Derbyshire District Council on 13<sup>th</sup> February 2008. She explained that a gentleman representative from BT had also attended to discuss the problems with Broadband. Cllr Plenderleith said that the gentleman had given his personal assurance that any area with problems would be investigated by him.

**5. Minute Number 536/08 - To confirm the Non Exempt Minutes of the Meeting held on 30<sup>th</sup> January 2008**

*Resolved: The minutes of the meeting held on Wednesday 30<sup>th</sup> January 2008 having been circulated were approved and signed as a true record.*

**6. Minute Number 537/08 - The Co-Option of a new Parish Councilor Mr James Bates**

*Resolved: There being one candidate Mr James Bates, who showed an interest in being Co-opted onto Hilton Parish Council to serve as a Parish Councillor. There being no other candidate and Mr Bates showed his willingness to stand he was duly elected. This was proposed by Cllr Plenderleith and seconded by Cllr Keery.*

**7. Minute Number 538/08 - Sub Committee Reports**

**A) Minute Number 538/08/A - Chairpersons Report - Cllr Kolkman**

**I. Mease Lease Agreement**

Cllr Kolkman reported that she had attended a meeting to discuss the Lease Agreement with Andrew Brooks the Chair to Hilton Harriers Football Club, Paul Hillesden Hilton

Harriers Solicitor, herself and Lewis Rose the Parish Council Solicitor, on conference call due to him having a flat tyre on route.

She explained that the Lease had been backwards and forwards for the last 3 years, but still there were items that both parties could not agree upon which were outlined in the bid. She explained that they had now managed to agree that rather than the Parish Council charging Hilton Harriers for the usage of the pitches and the Parish Council then paying for the maintenance of the pitches. Hilton Harriers would take over all running costs of the Mease Pavilion and Pitches, the Parish Council however would still pay for the Insurance of the building, as this was Parish Council property. The Chair explained that the Clerk had confirmed this with Ben Dunning of the Football Foundation and he had agreed to amend the bid accordingly.

The Chair explained that The Mease Pavilion would still have a Management Committee as originally agreed, to oversee all matter. Cllr Higginbotham would remain on this committee as the Parish Council Representative.

The Chair then read out basically what the Lease Agreement would include as per Lewis Roses email dated 20<sup>th</sup> February 2008.

1. The rent would be a peppercorn rent of £1
2. The Tenant would be responsible for all maintenance of everything except the Police Box
3. The Tenant would be responsible for letting out the Premises except the Police Box, collecting the income and dealing with all outgoing.
4. The Landlord would continue to be responsible for insurance of the building but the Tenant would insure its contents (as before)
5. Whilst the Tenant would be responsible for maintaining and keeping everything in a good state of repair and condition it would be subject to a provision that they would not be obliged to put it in any better condition than it was at the time of letting and this would probably mean some form of photographic schedule being agreed between the parties.
6. It was agreed that there would be a Break Clause after the third anniversary which would require one years notice.
7. It was agreed that if there was a problem with travellers or trespassers the costs would be shared equally unless a party had been negligent.
8. It was agreed that an area would be ear marked for the Police Box. I felt sure that this could be identified on the plan and it would need to be identified because the area would be excluded from this Lease. The Police Box would have all necessary rights of connection and use of existing services, car par and access. I assume we may need to make this a little more precise with the use of kitchen, toilet? I am not sure how the practicalities of having a Police Box there will work because the actual use would be fairly minimal.
9. Whilst the Tenant would be really responsible for everything it was still felt appropriate to make reference to the committee and how that was

constituted and how it would be involved. I have changed the previous wording of clause 4.2 to indicate that the committee will be responsible for the management of the demised premises but whether the Tenant will agree to that remains to be seen. Effectively as Landlord you have made the Tenant responsible for everything but this clause really delegates to the committee the day to day management. We may have to alter that a little to reflect the Tenant's wishes. It was my understanding that this was a condition of the grants they have received.

10. We discussed issues such as putting the fencing right or putting in rabbit fencing. This has not gone in the Lease and by implications it is the Tenant's responsibility. I seem to recall that it was stated that you would contact South Derbyshire District Council to get this put right through the Section 106 monies.

The Chair explained that the Police Box would be omitted off the Hilton Harriers Lease Agreement as the Parish Council would have a Lease Agreement with the Police for their building.

***Resolved: All members of the Parish Council were happy with the content of the above email from Lewis Rose with regards to the Lease Agreement.***

***Resolved: The Lease to be completed as per the above.***

The Chair referred to the fencing between the football pitch and the woods. She explained that she had spoken to Mr Peter Robins from St. Modwins who had explained that this plot of land had been handed over to South Derbyshire District Council. The Chair then clarified that this had been the case with Tim Denning and Chris Mason at South Derbyshire District Council, Tim and Chris had both confirmed this to be correct. The Chair said that she had explained to Chris Mason the problems that we were experiencing with regards to dog walkers, youths, motorbikes and BMX bikes. She explained that Chris Mason was fully aware of how much the pitches had cost to develop. Chris Mason was now going to look into prices/quotes for fencing as it is their responsibility as the landlords of the Nature Area.

***Resolved: Cllr Plenderleith to chase this matter through with Chris Mason***

The Chair explained that Hilton Harriers had been using the pitches since July 2007, as per the original agreement. The agreement was to pay the Parish Council each time they used the pitch to build up a fund towards the end of season maintenance. The Chair proposed that Hilton Harriers now keep this in light of the complete take over.

***Resolved: All members agreed to Hilton Harriers keeping all money for the use on the pitches.***

The Chair reported that we were still awaiting the repairs to be completed for the damage that was caused by vandals over the Christmas period.

**B) Minute Number 539/08/B - Community Services – Cllr Plenderleith, Cllr Banton, Cllr Kolkman and Cllr Keery**

- Village Hall management

Cllr Plenderleith explained that the next Village Hall Meeting would be held at the Village Hall on 10<sup>th</sup> March 2008 commencing at 7pm. She explained that a new Booking Clerk had been employed called Sue Walsh and she was doing very well. However the Clerk to the Parish Council will continue with the Year End for the financial year 2007/2008, then Sue will take over as of the 1<sup>st</sup> April 2008.

Cllr Plenderleith reported that there had been a couple of incidents of vandalism at the Village Hall both of which had been caught on the CCTV and the Police had arrested the offender. She explained that both incidents had been dealt with.

- School Governors

Cllr Plenderleith reported that there had been no meeting of the School Governors, but she had attended the interviews for a new Assistant Head Teacher. She explained that somebody had now been appointed.

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

**C) Minute Number 539/08/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 539/8/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
- Environmental Issues

- Recycling Facilities

Cllr Plenderleith reported that the new brown bin system was due to start on Tuesday 4<sup>th</sup> March 2008. She explained that this would now include cardboard and food waste.

- Dog and Litter Bin Provisions
- Lengthsman's Report

The Lengthsman reported cardboard boxes including names and addresses had been left on the car park at Main Street on Monday 25<sup>th</sup> February 2008. The Clerk replied that she had already spoken to Lorraine Neave in the Waste and Cleansing Department at South Derbyshire District Council on this matter.

The Lengthsman reported that he and his colleague had been tidying up the Parish Council garage this week to make some room.

The Lengthsman reported that he and his colleague had been making repairs to the tennis court fencing as the youths had damaged it again.

**E) Minute Number 539/08/E - Village Infrastructure – Cllr Kolkman, Cllr Walton-Knight and Cllr Higginbotham**

- Planning matters including the Village Plan

Cllr Plenderleith reported that a Public Meeting had taken place on 25<sup>th</sup> February 2008 with regards to the revamping of the Village Plan. Cllr Plenderleith explained that what came out of the meeting was the lack of communication within the village. She explained that until this had been resolved we could not continue with revamping the Village Plan. She commented that we needed to shout about the good things that we had achieved within the village, out of 12 targets that we had on the original Village Plan only four items had not yet been achieved.

Ian Hey explained that he would be setting up a small working group to take the communication issue forwards. He explained that Cllr Plenderleith and Cllr Bates had shown an interest in representing the Parish Council and would feed back any relevant information to the Parish Council as required.

Cllr Bates said it would be a good idea to ask the Hilton Brook Public House if the Parish Council could install a notice board at their entrance. The Chair reported that she had asked the Estate Agents and builders if information from the Parish Council and local groups could be placed within the new home starter packs for example an information sheet of what's on etc.

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

Cllr Banton reported on page 608 of the minutes dated 30<sup>th</sup> January 2008, minute number 518/08/E, Village Infrastructure under Street Lighting. He explained that the very next day contractors were working on the lighting in question on Egginton Road. He explained that it had made the lighting a little brighter and suggested that the situation be monitored over the next few months.

- Public Transport Provision
- Community Services

**F) Minute Number 539/08/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.**

There was nothing to report.

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

The Clerk explained that Cllr Smalley had left instructions with her about 4 companies that were in line to tender for the refurbishment of the Tennis Courts these were as follows: Notts. Sports, Play Rite, Midlands CSB and Anglian & Midland.

The Clerk reported that all 4 companies had been sent a rough specification with a view to visiting the site. She explained that Midland CBS had contacted her stating that they would attend the site but as of today's date they had not arrived. Play Rite visited the site on Monday 25<sup>th</sup> February 2008 and her first impression was that they seemed very interested. She explained that she had received no contact from Notts. Sport or Anglian Midland. The Clerk said that she would chase these companies up the next time she was in the office.

***Resolved: The Clerk to chase the above matter.***

The Clerk explained that she had already made contact with Ian Hey from South Derbyshire District Council with regards to finding funding.

- Children play equipment
- Parish Council owned Parks and Landscaping

**8. Minute Number 540/08 - 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

Cllr Plenderleith reported that she, Cllr Kolkman, Cllr Keery and the Clerk to the Parish Council had attended a training course at South Derbyshire District Council on 6<sup>th</sup> February 2008, with regards to the new Code of Conduct. She explained that it was a very good meeting and advised all Parish Council Members that they should attend the next meeting to be arranged in the near future.

## **9. Minute Number 541/08 - Clerks Reports**

### **1) Information with regards to the position of The Mease Pavilion Finances**

The Clerk explained that Chris Mason was proposing to request a further £52k at his Committee meeting in March 2008 as per his email dated 19<sup>th</sup> February 2008. He had calculated this overspend as follows:

Additional Contractual sum: £41k

Additional % increase in professional fees linked to increased contractual sum: £2k

Additional claim for professional fees £9k

The Clerk explained that she had spoken to Chris Mason on this matter after receiving his email and had questioned the overall cost of the building being £395k, (which is what he had based the above figures on). She explained that D J Atkinson's had finally produced a financial statement stating that the overall cost of the build would be £400k. The Clerk had asked Chris Mason if he felt confident that Barlows the Quantity Surveyor on the project employed by South Derbyshire District Council on the build would be able to reduce this cost down to £395k, he had replied that he did think they would.

The Chair explained that she had been through The Mease Pavilion file, kept by the Clerk in the Parish Council office, and had pulled out some relevant information for Chris Mason. This was to enable him to fight some of the overspend issues for example: DPDS and Barlows wanting to claim additional time of 5½ months more work. The majority of the information found related to the over spend on the drains, the extra digging related to the foundations and the overspend on the door fixings etc. She explained that the majority of the overspend came about at the beginning of the build, and paperwork had been found to substantiate that. She explained that the overspend was not due to the Parish Council as Chris had implied in our first meeting with him on this matter.

### **2) Update on the Village Hall grounds – Proposal from Chris Mason to take over the site as per his letter dated 29<sup>th</sup> January 2008.**

The Clerk explained Chris Mason's proposal as per his letter dated 29<sup>th</sup> January 2008.

**Extract of letter as follows:**

#### **SDDC land adjacent to Hilton Village Hall**

It was good meeting you and Lis again today

In addition to the financial situation regarding the Pavilion at the Mease we discussed the possible transfer of the land covered by the Phase 1 works to the Parish Council.

The main objective behind this was a previously expressed desire, from the public's perspective and also for cost effectiveness, to have one body responsible for managing the whole area. Given the Parish Council's ownership of the adjacent land that comprises Back Lane Recreation Ground and your involvement in the Village Hall I think our view is that this would best be done by the Parish Council.

In practical terms I would need to produce a report to the next meeting of the Council's Finance & Management Committee, which takes place on Thursday 20<sup>th</sup> March 2008. Draft reports need to be ready for the 25<sup>th</sup> February 2008. The report would seek Members' authority to transfer the freehold interest in the site to the Parish Council for a minimal consideration. Your Council would effectively own the land including the play area. If Members approve the transfer there would be a covenant included in the agreement restricting its use to leisure and recreation activities only. The Council would continue to inspect and maintain the play equipment as per our current levels of service.

To support the financial viability of your Council assuming responsibility for maintaining this site we would offer to fund the full cost of the maintenance of the site in the first year (during the maintenance season usually mid March to mid October), half the first year's cost in the second year and then a quarter of the first year's cost in the third and final year. This would allow you to establish the proper funding of this land through locally raised funding. The funding we would offer would come from section 106 monies negotiated for community provision.

The current maintenance arrangements come to an end, I understand, on 14<sup>th</sup> June 2008 and we'd need to have new arrangements in place so that there are no breaks in the maintenance of the site. We'd also need to discuss and agree the financial arrangements of what in the first year will be a reduced maintenance period.

From our perspective I'd need confirmation of your Council's support for the broad principles described above and confirmation of the rates involved and that these have been obtained on a competitive basis. Ideally I'd need this before the 25<sup>th</sup> February 2008 at the latest.

**THIS WAS THE END OF CHRIS MASON'S LETTER.**

The Clerk explained that she had spoken to Chris Mason and explained that the above letter could not be discussed until the Parish Council Meeting on 27<sup>th</sup> February 2008. She also explained that Chris had informed her that the play equipment would be handed over to the Parish Council but South Derbyshire District Council would still maintain the play equipment including their 18 checks per year which they do already. However he could not guarantee that this would still be the case in 20 years time as things do change.

***Resolved: In principal the Parish Council agreed that they would be interested in taking over the Village Hall site, however there would need to be conditions as follows:***

- I. The narrow path would need to be looked at and made wider***
- II. The grass areas would need to be made good especially around the play area.***
- III. Lengthsman hours would need to be added in to the maintenance contract.***
- IV. The cost of the lighting would need to be added in to the maintenance contract.***
- V. The site as a whole would need to be up to an adoptable standard.***

***Resolved: The Parish Council to push for at least 5 to 10 years Maintenance Contract as 3 years was not deemed to be enough.***

The Clerk explained that she had also emailed Chris Mason after the last meeting with regards to the dangerous fencing around the Soar Close entrance and at the side of the Village Hall. She explained that Chris Mason had replied to this on 21<sup>st</sup> February 2008 as follows:

Groundwork's can remove the remains of the post and wire fencing and leave as is. Or we could invest in more substantial fencing in the form of: 25 linear meters of post and 3 rail fencing (posts concreted into the ground), the total cost of this would be £1,186.82 + VAT. (as quoted by Blakedown's)

The Clerk explained that if we were to go with the post and 3 rail fencing, this money would be taken from the existing 106 money held by South Derbyshire District Council.

***Resolved: The Clerk to inform Chris Mason that the remains of the post and wire fencing is to be removed and left as is.***

### **3) Prices for the replacement dog bin on The Mease**

The Clerk explained that she had received an email from Malcolm Chell, in the Waste and Cleansing Department at South Derbyshire District Council. She explained that to replace the damaged dog bin with the exact same make called a Fido would cost £124.50. She explained that to have a bigger bin called a Retriever complete with a hopper would cost £351.11. However to install a bin with a hopper could cause problems of their own if residents do not use it correctly, this could cause the hopper to jam leaving the bin needing repairs.

***Resolved: The Clerk to contact Malcolm Chell and order 2 x Fido bins and ask if they can both be put on the same post back to back.***

***Resolved: The Clerk to request that these bins be emptied on a weekly basis.***

***Resolved: The Clerk to monitor the situation.***

### **4) Request from residents for extra dog bin – Back Lane top Thames Way and New Road Junction (Western Link Road) towards the roundabout.**

The Clerk explained that she had been approached by a resident to install a dog bin on Back Lane at the bottom of the football pitch by the hedge to the entrance of Thames Way. The Clerk explained that she had looked into the problem and dog walkers were collecting but then chucking the bags in to the hedge leaving an unsightly mess and a health hazard.

***Resolved: To install one of the bins out of the garage in that vicinity.***

The Clerk explained that a request for a dog bin had been requested at the New Road Junction (Western Link Road) towards the roundabout.

***Resolved: The Parish Council will not be installing a dog bin on the New Road Junction (Western Link Road) towards the roundabout as this is the responsibility of the farmer to provide one on his own land if he is willing for dog walkers to use it.***

**5) Proposal for a resolution to the flooding problem on Back Lane/Thames Way from Chris Mason in his email dated 6<sup>th</sup> February 2008.**

**Extract from his email as follows:**

Chris Payne has now had an opportunity to undertake further investigation into the above problem. The installation of a Burco Channel that will intercept the water as it comes down the footpath and drains off the playing field is still our preferred option.

Unfortunately, it's not possible to connect the surface water run off into the manholes further up the Greenway. These are public sewers, about to be adopted by Severn Trent and they wouldn't and are not allowed to approve this connection of surface water. Our most practical option is to create a modern soak away immediately adjacent to the Burco Channel which would be large enough to cope with the volumes of water involved.

While we're not now talking of digging a lengthy channel on your land the soak away I suspect would be so your members need to be comfortable with what we're proposing. Our view is that the work we're proposing will solve the problem and not cause further problems along the line.

As part of our proposal we're also looking to install a stone channel from the last lamppost down the length of the footpath to the soak away to intercept the run off from the playing field. Hope the above makes sense but if you need any clarification please contact either Chris Payne or myself. Obviously, the sooner we get the go ahead from your Council the sooner we can resolve the problem for the resident concerned. In the meantime we'll carry on pricing up the work.

END OF CHRIS MASONS EMAIL.

***Resolved: The Clerk to inform Chris Mason that the Parish Council are still not happy with this proposal as we are not convinced that this will not cause problems to the new houses further down the field.***

***Resolved: The Clerk to suggest to Chris that there must be a Severn Trent Drain that would accept surface water around that area.***

The Chair reported that Chris Payne at South Derbyshire District Council was dealing with Taylor Wimpey with regards to the flooding problem on Back Lane in the far corner of the football field. Taylor Wimpey has been given permission by the Clerk on 2 separate occasions to continue with the work as agreed.

***Resolved: The Clerk to chase this matter up with Chris Payne.***

**6) Volunteers for the Sports Relief Mile from The Mease Pavilion on 16<sup>th</sup> March 2008 from 9am till 3pm.**

The Clerk explained that volunteers were required for the Sports Relief Mile to be held at The Mease. This would be to help with the marshalling etc.

***Resolved: Cllr Kolkman, Cllr Bates and Cllr Banton to check their diaries and then inform the Clerk.***

**7) Cutting down and removal of a dead tree by the Recreation Ground on Mill Lane bottom of farm close.**

The Clerk explained that she had spoken to Aucuba and this could be done for the sum of £200.00 + vat.

***Resolved: The Clerk to gain a further quote from Fairview Arborists that completed the work in the Back Lane Nature Area.***

**8) Proposal to Adopt 12(2) of the new Code of Conduct.**

The Clerk explained that by adopting 12(2) of the new Code of Conduct it would give the members of the Parish Council the same rights to speak as members of the public. She explained that Parish Council Members even though completing a declaration of interest form would be able to give a report stating their case before leaving the meeting.

The Chair explained that this report would need to be given under Public Speaking, section C.

The Clerk explained that once adopted it would need to be advertised in the local news that Hilton Parish Council had adopted 12(2) of the new Code of Conduct. The Clerk would then need to inform the Standards Board of England and confirm that this had been completed.

***Resolved: It was proposed by Cllr Plenderleith and Seconded by Cllr Banton that section 12(2) of the new Code of Conduct be adopted.***

***Resolved: The Clerk to contact Neil Betteridge at South Derbyshire District Council ref the wording for the advertisement.***

***Resolved: The Clerk to confirm to the Standards Board of England once the above has been completed.***

**Information of items resolved for completion by the Clerk from the Parish Council Meeting on 30<sup>th</sup> January 2008**

- a) **Minute Number 515/08E – The Clerk to email Chris Mason with regards to complaints from residents with regards to the trampled line fencing around the Village Hall**

The Clerk sent an email to Chris Mason with regards to this matter on 1<sup>st</sup> February 2008. Chris Mason provided the Clerk with options to rectify the situation in the meeting with him on 22<sup>nd</sup> February 2008

- b) **Minute Number 517/08 – To determine which item if any from part 1 of the agenda should be taken with the public excluded.**

The Clerk removed this from the agenda as of 27<sup>th</sup> February 2008

- c) **Minute Number 518/08/B – Letter of thanks to Ben Dowell the former Booking Clerk to the Parish Council and Hilton Village Hall**

The Clerk posted a letter of thanks to Ben Dowell on 20<sup>th</sup> February 2008.

- d) **Minute Number 518/08/D – Prices for a replacement dog bin on The Mease**

The Clerk gained prices from Malcolm Chell at SDDC on 6<sup>th</sup> February 2008.

- e) **Minute Number 518/08/E – Public Meeting to be arranged for the Village Planning**

The Village Planning Public Meeting has been booked at Hilton Village Hall on 25<sup>th</sup> February 2008 commencing at 7pm. The Clerk has arranged for a representative to attend from DRCC

- f) **Minute Number 518/08/E – The Clerk to contact the County Council Street Lighting Department to ask if anything can be resolved on Egginton Road.**

The Clerk emailed the County Council on this matter on 20<sup>th</sup> February 2008.

- g) **Minute Number 520/08/A – The Clerk to raise a cheque to the Gardening Club for the sum of £250.00 for the maintenance of the garden on Egginton Road.**

The Clerk had raised the cheque to be signed at the Parish Council Meeting on 27<sup>th</sup> February 2008.

- h) **Minute Number 520/08/G – The Clerk to arrange for the Lease agreement for the Scouts Hut to be signed and exchanged.**

The Clerk has spoken to the Scouts Association and the signed Lease is in the post, once received the Clerk will send through the Parish Councils signed copy.

- i) **Minute Number 520/08/I – Reflective waist cotes for the Lengthsman.**

The Clerk has asked the Lengthsman to look into this matter

j) **Minute Number 520/08/J – Transfer of Village Hall Grounds and Tender Documents**

The Clerk has added this to the agenda for 27<sup>th</sup> February 2008.

k) **Minute Number 520/08/K – Repairs and service of the hedge cutter**

Repairs were completed on 13<sup>th</sup> February 2008.

l) **Minute Number 521/08 – Derbyshire Association of Local Councils, Circular Number 02/2008, Training**

The Clerk asked Cllr Keery if she would like to attend but due to other commitments this was not possible.

m) **Minute Number 524/08 – Matters for decision**

The Clerk has completed all matters.

n) **Minute Number 525/08 – Planning Matters for decision**

The Clerk emailed the planning department at SDDC on 1<sup>st</sup> February 2008 with objections/no objections

o) **Minute Number 528/08 – Exempt Items**

The Clerk emailed back the complainant on 20<sup>th</sup> February 2008

**10. Minute Number 542/08 - Derbyshire Association of Local Council's**

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

- a. Circular Number 10/2008
  - i. Annual Parish Council Evening Wednesday 9<sup>th</sup> January 2008 – Comments and Questions list
  - ii. Denby Parish Council – Vacancy for Clerk/RFO
  - iii. Over Haddon Parish Council – Vacancy for Clerk/RFO
  - iv. Chelmorton Parish Council – Vacancy for Clerk/RFO
- b. Circular Number 11/2008
  - i. Consultation in respect of Orders and Regulations relating to the conduct of Local Authority Members in England
- c. Circular Number 12/2008

Local Council Review Subscription Form

**9. Minute Number 543/08 - Finance**

A) Accounts for Payment:

***Resolved: To not the following payments.***

<b>Cheque No:</b>	<b>Payee:</b>	<b>Description:</b>	<b>Amount</b>
001301	Acorn Events	TAG – Workshop	£235.00
001302	Hilton Gardening Club	Grant	£250.00

001303	Mrs J Keery	TAG	£85.38
001304	Hilton Village Hall	Rent	£38.98
001305	Mrs M Harlow	Paper Towel Holders	£152.93
001306	Surfatech	Cleaning Materials	£38.75
001307	Sharon Morris	TAG	£60.00
001308	Melbourne Gardening Machinery	Repairs to hedge cutter	£54.34
001309	Viking Direct	Stationery	£94.81
001310	Mrs E Kolkman	TAG	£50.61
001311	Aucuba Landscapes Ltd	Maintenance	£511.13
001312	Flint Bishop Solicitors	Lease – Scouts Hut	£705.00
001313	Fairview Arborists Ltd	Tree Maintenance	£375.00
001314	P Stretton	Wages	£36.00
001315	C Orme	Wages	£1,338.27
001316	S Bevins	Wages	£379.05
001317	D Woolliscroft	Wages	£374.50
001318	C Orme	Expenses	£55.04
001319	SDDC	Clinical Waste Collection	£806.99
001320	Regal Paints	Line Mark Paint	£118.67

The Clerk explained that she had forgotten the cheques above for signature and asked if a Parish Council Member could pop into the office to counter sign them on Thursday 28<sup>th</sup> February 2008.

***Resolved: Cllr Banton agreed to call into the office and counter sign the cheques on the Thursday.***

### **11. Minute Number 544/08 - Items for Information**

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

- a) The Audit Commission – Hilton Parish Council, appointment of the External Auditor for the Financial Year 2007/2008 will be Jackie Bellard
- b) East Midlands Planning Aid Service – A Planning Seminar to be held on Saturday 26<sup>th</sup> April 2008 in the Village Hall at Findern commencing at 9 30am
- c) SDDC – Change to validation procedure for Planning Applications and introduction of 1APP
- d) Focus – Hilton Community Centre Development Work information
- e) DCC – 1APP Planning Application Forms and “Local List” of Validation Criteria
- f) Derbyshire Childrens Holiday Centre - Information on Donations
- g) South Derbyshire Heritage News
- h) SDDC – Summer Holiday Provision – 28<sup>th</sup> July and 5<sup>th</sup> September 2008
- i) HATS – Thank you letter for the PC Grant
- j) Hilton Church Pre School – Thank you letter for the PC Grant
- k) Hilton Bowling Club – Thank you letter for the PC Grant
- l) HM Revenue and Customs – Employer Pack 2008
- m) Derbyshire Constabulary – Crime Figures from 23.11.2007 to 14.02.2008
- n) SDDC – Recommendations and reports for committees for submission to the Council at its meeting on Thursday 28<sup>th</sup> February 2008

- o) SDDC – Special Council Meeting to be held on 3<sup>rd</sup> March 2008 at the Council Offices commencing at 6pm to consider the budget resolutions, leading to the setting of the Council Tax

**12. Minute Number 545/08 - Items for Decision**

- a) DCC – The Derbyshire County Council Road Traffic Regulations Act 1984, A516 Derby Road, Hilton to Mickleover (50MPH Speed Limit) Order 2008

***Resolved: No action to be taken by the Clerk.***

- b) Derbyshire Rural Community Council – Calor Derbyshire Village of the Year 2008.

***Resolved: No action to be taken by the Clerk.***

- c) SDDC – Flood Liaison Meeting to be held on 22<sup>nd</sup> April 2008 at the Council Chambers commencing at 10am.

***Resolved: Cllr Plenderleith to attend the above meeting.***

**13. Minute Number 546/08 - Planning Matters for Decision**

- a) Reg No 9 2008 0092 FH – The erection of a garage at 31 West Avenue, Hilton.

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

- b) Reg No 9 2008 0085 FH – A retrospective application for a conservatory at 12 Wyston Brook, Hilton.

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

- c) Reg No 9 2008 0110 FH – The erection of an extension at 75 Welland Road, Hilton

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

- d) Reg No 9 2008 0150 FH – The erection of a garage and the conversion of an integral garage to living accommodation at 48 Washford Road, Hilton

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

- e) Reg No 9 2008 0174 FH – The erection of an extension at 16 Calder Close, Hilton

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

- f) Reg No 9 2008 0219 FH – The erection of an extension at 8 Alders Brook, Hilton

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

- g) Reg No 9 2008 0206 FH – The conversion into living accommodation of part of the garage at 19 Pegasus Way, Hilton

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

- h) Reg No 9 2008 0176 O – Outlined application for the demolition of the existing poultry unit and erection of an egg packing station at Badger Farm, Willow Pit Lane, Hilton

***Resolved: Hilton Parish Council had no objections, but wish to wait for Cllr Walton-Knight to return from holiday.***

**12. Minute Number 547/08 - Planning Matters for Information**

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

- a) Reg No 9 2007 1397 FH – The erection of extensions and the conversion of existing garage to living accommodation at 9 Churchill Drive, Hilton – HAS BEEN GRANTED
- b) Reg No 9 2007 1332 FH – The erection of an extension at 40 Tinsell Brook, Hilton – HAS BEEN GRANTED
- c) Reg No 9 2007 1415 FH – The erection of an extension and conversion of garage to living accommodation at 15 Alders Brook, Hilton – HAS BEEN GRANTED
- d) Reg No 9 2007 1407 U – The retention of use as a small gypsy family site for 3 caravans and facility at Mile End, Uttoxeter Road, Hilton – HAS BEEN GRANTED
- e) Reg No 9 2007 1349 F – The erection of an extension at New Pavilion, Land to the south of The Mease – HAS BEEN GRANTED

**13. Minute Number 548/08 - Date of the next Meeting**

The date of the next Parish Council Meeting will be held at 7pm at Percy Wood Community Centre on 26<sup>th</sup> March 2008.

**14. Minuit Number 549/08 - Exempt Item**

There was nothing to report.

CONFIRMATION: \_\_\_\_\_ DATE: \_\_\_\_\_