

**Hilton Parish Council**

**Clerk: 110 New Road, Newhall, Swadlincote, Derbyshire DE11 0TH  
Tel: Office 01283 730969 – Mobile: 0771 9599132**

**MINUTES OF THE HILTON PARISH COUNCIL MEETING HELD ON  
WEDNESDAY 25<sup>TH</sup> JUNE 2008 AT HILTON VILLAGE HALL  
COMMENCING AT 7.00PM**

**Present:**

Cllr Keery (in the Chair)  
Cllr's Kolkman, Bates, Banton, Plenderleith

There were 2 District Councillor's and 2 members of the Public present at the meeting.

**1. Minute Number 622/08 - To Receive Apologies for absence**

Apologies for absence were received and accepted from Cllr Smalley, Cllr Walton Knight and Cllr Higginbotham.

**2. Minute Number 623/08 - Variation of the Order of Business.**

There were no Variations to the order of Business.

**3. Minute Number 624/08 - Declaration of Members Interests.**

There were no Declarations of Members Interests.

**4. Minute Number 625/08 - Public Speaking.**

**Minute Number 625/08/A – Public Speaking.**

Kay Baston a member of the public asked if she could have more information on Agenda item number 9 under The Clerks Report Item (a) Dog Control Orders, and asked what this would mean for the responsible dog walkers within the village, in the future. The Clerk explained that Dog Control Orders were to cover things like children's play areas, football fields etc. She explained that it would be down to the Parish Council to agree on where they would like to see Dog Control Orders introduced. She explained that this would cover things like keeping dogs on leads and maybe making specific areas completely dog free areas. The Clerk explained that the new Dog Control Orders would not cover dog fouling as this was covered by a different order. Residents were urged that if they see anybody allowing their dog to foul and not collecting it up, they should report the incident to the Clerk of the Parish Council, who would then inform the Community Warden at South Derbyshire District Council for action to be taken.

### **Minute Number 626/08/B – Police**

There were no Police representative present at the meeting and there was nothing to report.

### **Minute Number 626/08/C – County Council**

Apologies were received and accepted from Cllr Hood.

The Clerk read out Cllr Hoods report in his absence.

The Clerk explained that Cllr Hood had reported that the drain problem on Egginton Road was not the County Councils responsibility; it was the responsibility of Severn Trent. Derbyshire County Council had informed Severn Trent of the problem and this was due to be resolved shortly. In the future the Parish Council had been asked to contact Severn Trent directly, if the problems persist. Cllr Plenderleith reported that this problem had also been picked up by Ian Hey at South Derbyshire District Council who had passed it over to Chris Payne at South Derbyshire District Council for investigations.

The Clerk reported that the traffic calming measures in Hilton, mainly the third cushion on Main Street had gone to public consultation but an objection had been received by the County Council. This would now need to be investigated and a further consultation would need to be completed. However the County Council was confident that this would go ahead in the future. Mr Woolliscroft replied that he had not been consulted on this matter and he lived on Main Street, Hilton.

***Resolved: The Clerk to email Cllr Hood and ask him to provide details on how many houses were consulted.***

### **Minute Number 626/08/D – District Council**

Cllr Patten referred to the Dog Control Orders and explained that there were serious problem at The Mease which had been reported at their Committee Meeting the previous week. She explained that irresponsible dog owners were letting their dogs off the lead and allowing them to foul on the playing field. Cllr Patten said that she would inform the Community Officers of specific times for them to monitor the situation and catch them.

Cllr Patten was asked by the Parish Council to find out how much it would cost to employ our own Dog Warden specifically for Hilton.

***Resolved: Cllr Patten to take the above back to South Derbyshire District Council and ask for costings.***

Cllr Patten reported that the dog bin was overflowing on The Mease and explained that she had already reported this matter to South Derbyshire District Council. Cllr Patten had been informed that this should have been emptied on Tuesday 24<sup>th</sup> June 2008. The Chair replied that this had already been completed.

Cllr Patten reported that The Mease Committee had asked if the dog bin at the entrance to the car park at The Mease could be re-sited. The Parish Council agreed that this was not possible as the dog bin was situated in the most logical place, as this was where residents entered/exited the site.

Cllr Patten explained that The Mease ground at the front of the building and around Hilton Harriers container was extremely overgrown and the Committee had asked whose responsibility this was. It was agreed by the Parish Council that Hilton Harriers and The Mease Committee had now taken on full responsibility of both the Pavilion and Grounds and this would include the areas in question. The Parish Council was aware that the Lease Agreement had not yet been signed. However Hilton Harriers and The Mease Committee had already employed Talbot Turf to maintain the football pitches and had given the Parish Council contractor notice.

***Resolved: The Clerk to email Hilton Harriers and The Mease Committee informing them that this was their responsibility.***

Cllr Patten explained that she had received a complaint from a gentleman in a wheel chair requesting disabled access to the football pitches at The Mease. Cllr Patten had spoken to Ian Hey at South Derbyshire District Council with regards to any funding pots being available, but unfortunately this should have been part of the build.

***Resolved: The Clerk to agenda this item for the next available Parish Council Meeting.***

Cllr Patten reported that the new Leisure Centre at Etwall would have a 6 badminton sports hall with dry site changing, an out door changing provision, 25 meter swimming pool including village changing rooms, medium size health and fitness studio including dance studio, cafe and social area. She explained that the existing squash courts would remain in use. Cllr Kolkman asked Cllr Patten when she envisaged the project being finished and had South Derbyshire District Council received the 106 money from Wimpey. Cllr Patten replied that she was attending a meeting the following week and would ask the questions. She explained that she had been told that the project should be completed by June next year but this had now been changed to September 2009.

Cllr Patten reported that both she and Cllr Plenderleith had attended Planning Training the previous week.

Cllr Patten reported that the Waste Management tender from South Derbyshire District Council for the dustbins had gone out to 6 companies to tender. She

explained that South Derbyshire District Council was hoping to have new contractor in place by the end of the year.

Cllr Plenderleith reported that she had spoken to Tim Denning in the Planning Department at South Derbyshire District Council with regards to Wimpey, and were they continuing to build what they had started including the affordable housing. Cllr Plenderleith said that Tim had informed her that they had not stopped building but were slowing the process down, as some had been built but were still standing empty. These houses were all allocated to Midland Housing Association. She also explained that the plan for spring 2009 was to implement the play area once the houses that would surround this were built, most of these were at roof level. Cllr Plenderleith also explained that Persimmon on the Don Amott site would also be continuing to build but at a slower rate.

Cllr Plenderleith explained that she had attended the Planning Committee Meeting whereby the John Bowler Planning Application was rejected on the grounds that the Industrial Estate on the Business Park would be better suited.

Cllr Plenderleith explained that there had been a littering complaint received by South Derbyshire District Council which was being followed up.

Cllr Plenderleith reported that she had spoken to Cllr Hood with regards to additional road sweeping on Avon Way. Cllr Hood said that he would check the schedule for Hilton.

Cllr Plenderleith explained that the Broadband review would still be continuing as an extension had been given. 120 responses from South Derbyshire had already been received. Cllr Bates replied that he had read in the local press that John Bowler was looking forward to their new head office. Cllr Bates asked Cllr Plenderleith where this would be situated. Cllr Plenderleith replied that this would be on their, own site where the planning application had been refused for the egg plant.

Cllr Plenderleith reported that the Village Hall had been granted £25k from the Growth Point Money, to be used for a feasibility study for a clas extension, and for a wider consultation on the Village Plan.

**5. Minute Number 627/08 - To confirm the Non Exempt Minutes of Hilton Parish Councils Meeting dated 28<sup>th</sup> May 2008.**

***Resolved: The Non Exempt Minutes of the Hilton Parish Council Meeting held on Wednesday 28<sup>th</sup> May 2008 having been circulated were approved and signed as a true record.***

## **6. Minute Number 628/08 - Chairpersons Report – Cllr Keery**

- Thanks to the Chair for the 3 years before the last election.

The Chair firstly apologised for not being able to attend the Parish Council Meeting on 28<sup>th</sup> May 2008 to offer her thanks to Cllr Kolkman.

The Chair thanked Cllr Kolkman for her past 3 years service as Chairperson and said that everybody would agree that she had done a sterling job for the village and would be a hard act to follow. All members present at the meeting agreed with this statement. The Chair said that she was sure that this would continue with Cllr Kolkman being Vice Chair, as she would be relying on Cllr Kolkman to show her the ropes over her next 12 month.

- The opening of Roma's Garden.

The Chair reported that the opening of Roma's Garden was extremely well attended. She explained that it was a fantastic night and Roma Walton attended to open the garden. The Chair gave thanks to the Gardening Club for all their hard work and continued support.

## **7. Minute Number 629/08 - Sub-Committee Reports**

### **A) Minute Number 629/08/A - Community Services – Cllr Plenderleith, Cllr Banton, Cllr Kolkman, Cllr Keery and Cllr Bates**

- Village Hall management

Cllr Plenderleith reported that the last Village Hall Meeting took place on 24<sup>th</sup> June 2008 at Hilton Village Hall commencing at 7.30pm.

She explained that discussions had taken place with regards to the funding for the feasibility study, the general maintenance of the building, the 10 year celebration to be held on 20<sup>th</sup> September 2008 and the new railings that have been installed at the back of the Village Hall, which have been very well received by residents. Cllr Plenderleith said that the hall was busy and being very well used.

- School Governors

Cllr Plenderleith reported that Ofstead had visited the school on 25<sup>th</sup> June 2008 for a one day assessment. She said that she would report back on the outcome at a later date.

- Marston on Dove Charity

- Safer Neighbourhoods and Neighbourhood Watch

Cllr Kolkman reported that she had attended the Safer Neighbourhoods and Neighbourhood Watch Meeting on 2<sup>nd</sup> June 2008 at Church Broughton. She explained that discussions had taken place with regards to the feedback on grants already awarded. Cllr Kolkman reported that more money was still available if groups wished to claim.

Cllr Kolkman reported that the new Police Officer for Hilton was PC Jim Bateman replacing PC Bale. PCSO Rob Crane had also left the Hilton area and moved to pastures new, but PCSO Kerry Wait remained in her post. She also explained that a new Inspector was due to start at Swadlincote called Inspector Sanderman.

Cllr Kolkman reported that at the Village Hall Meeting it was resolved for PCSO Kerry Waite to organise/arrange a sponsored car wash with the local young people to raise money to make the Youth Shelter waterproof. It had been agreed that if the young people raised the money for themselves they would be more inclined to look after it in the future.

Cllr Patten reported that contractors had been seen on The Mease site measuring up for the Police Office. Cllr Kolkman said that the Parish Council would need to keep an eye on this situation as a Lease Agreement would need to be completed with the Police and Hilton Parish Council.

- Community Information and Publicity

Cllr Banton explained about the free Messenger Newspaper, and asked if the Clerk could inform them of when the Hilton Parish Council Meetings were to take place in the future. Could they also be asked to deliver the free paper to the village as a whole as the paper is only delivered to a few streets at present.

***Resolved: The Clerk to email Catherin Oakes on: [coakes@derbytelegraph.co.uk](mailto:coakes@derbytelegraph.co.uk) to ask the questions.***

**B) Minute Number 629/08/B - Finance – Cllr Kolkman, Cllr Keery, Cllr Bates, Cllr 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.

**C) Minute Number 629/08/C - Environment and Green Space – Cllr Banton, Cllr Walton-Knight, Cllr Bates and Cllr Smalley**

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

It was reported that the caravan on Enfield Close was still in situ.

***Resolved: The Clerk to email Gaynor Richards the Enforcement Officer at South Derbyshire District Council informing her of the above.***

Cllr Banton explained that on his return from his holidays he had noticed that the Planning Application on Witham Close that had originally been refused had now been passed, this included recycling provisions. Cllr Plenderleith replied that there would be 3 recycling bins attached to this application, however the Landlord would not change the terms of the Lease Agreement and this was why building had not commenced.

Cllr Bates asked if the Parish Council could look into recycling provision where the rugby pitch is proposed. Cllr Plenderleith replied that this would need to be looked into further for the future.

- Environmental Issues
- Recycling Facilities

Cllr Patten reported that one of her colleagues had passed her an email with regards to recycling and the visit for the extra freighter. She explained that out of all the Villages within the area, the percentage for Hilton was the lowest, and investigations were taking place to establish if it was worth the money/provision in the future. Cllr Patten was informed that the percentage was low because we were not given time to advertise it, and the freighter was situated in the wrong place, he actually parked at The Mease entrance rather than on the Business Park. Cllr Patten said that she would take the Parish Council comments back to South Derbyshire District Council.

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

- Dog and Litter Bin Provisions
- Lengthsman's Report

The Lengthsman reported that the bottom of the Greenway was extremely overgrown.

***Resolved: The Clerk to email Chris Mason at South Derbyshire District Council to resolve this matter between the Back Lane football pitch and Avon Way.***

It was also reported that the bund at The Mease/Common Link was also overgrown between New Road and Derby Road, the verge opposite Hilton Garage and Marston Lane by the Cricket Pitch along with the verge at the Junction between Derby Road and the Western Link Road towards Hatton.

**Resolved: Cllr Patten and Cllr Plenderleith to take this back to South Derbyshire District Council.**

**D) Minute Number 629/08/D - Village Infrastructure – Cllr Kolkman, Cllr Walton-Knight and Cllr Higginbotham**

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

It was agreed that the Parish Council needed to push more public transport within the village for the future.

**Resolved: Cllr Plenderleith to follow this matter through.**

- Community Services

**E) Minute Number 629/08/E - Recreation and Leisure – Cllr Kolkman, Cllr Keery and Cllr Banton**

- Provision and maintenance of sport and leisure facilities

**1) Cllr Higginbotham – Progress on his health.**

The Clerk explained that she had called Cllr Higginbotham on Friday 20<sup>th</sup> June 2008 to see how he was recovering. She explained that Cllr Higginbotham's first operation was to correct a valve in his heart which had now been done. However he was due back into hospital on Monday 23<sup>rd</sup> June 2008 ready for a further operation on Wednesday 25<sup>th</sup> June 2008 to rectify an aneurism in his stomach. Cllr Higginbotham had asked the Clerk to pass on his thanks for all the well wishes and support.

Everybody wished Cllr Higginbotham a speedy recovery.

**Resolved: The Clerk to call Cllr Higginbotham's wife and ask for ideas for a present**

**Resolved: Clerk to purchase present and get well soon card.**

**2) The Clerk, Cllr Keery and Cllr Kolkman to report on the cracking problems at The Mease Pavilion.**

Cllr Kolkman explained that we were experiencing cracking problems within The Mease Pavilion. She explained that the cracking had not followed the mortar line but looked like it had cracked through the breeze blocks. She also explained that the roof from the outside of the building was starting to show a depression.

The Clerk explained that a meeting had taken place on 10<sup>th</sup> June 2008 with regards to this matter with herself, Maxine Harlow the secretary of Hilton Harriers, Richard Placket the Architect from DPDS and Jim Mclean the Structural Engineer in attendance. (Please see extract of email from Richard Placket after the meeting)

#### EXTRACT OF EMAIL:

Yesterday Jim McLean and I looked at the shower areas in the football changing rooms at Hilton to examine the cracked tiles at high level on the wall between shower areas and changing rooms in changing area 1, 2, 3 and 4, also at high level in the small store and in the corner of the lounge area.

The cracking has occurred where we have provided movement joints and in the case of the lounge area at a corner where dry lining butts against a solid wall, something added later to accommodate the external shutter over the external lounge door leading out towards the football pitches.

In the case of the changing areas, the movement joint has allowed the block work walls to move without unseemly and widespread cracking throughout, concentrating the cracking to a specific areas. It has caused a number of ceramic wall tiles to crack where the movement joint runs through the wall to the tiled surface on the shower side of the walls.

The matter can be remedied by cutting back part of the mortar joints in the block work, inserting a flexible joint/filler and redecorating. Where the tiles have cracked, these should be removed and new tiles installed with adhesive applied to one side of the crack ONLY and flexible grouting applied to the new tiles all round. There will be enough surfaces to get a firm adhesion for the tiles. In this way the tiles will be able to move without cracking as they are attached to one side only of the cracking in the block work, any small movement being accommodated by the flexible grouting.

When Jim McLean returns from holiday in two weeks time we will provide a small detail for the new tiles arrangement. I hope this is clear for you.

END OF RICHARD PLACKET'S EMAIL.

Cllr Keery explained that we had already been in touch with an independent Structural Engineer, who would be prepared to give us a second opinion. This was because the Planning Inspector Mark Hewings at South Derbyshire District Council had been contacted to help but he did not seem interested even though

the building was built with 106 money. The only advice that he could offer was that the Parish Council would need to employ our own Structural Engineer. All Parish Council members were very disappointed with South Derbyshire District Councils stance on this matter.

Cllr Kolkman explained that the warranties on the building were due to run out in September 2008, 6/12 month snagging had still not been completed and final figures for the build had still not been received.

### **3) Update on the Lease Agreement for The Mease Pavilion**

The Clerk explained that a clean version of the Lease Agreement had now been received on the 2<sup>nd</sup> June 2008. However there were items that the Parish Council wished to be removed or changed. The Clerk emailed the corrections to Lewis Rose the Solicitor for Hilton Parish Council on 9<sup>th</sup> June 2008. These comments had been forwarded to Paul Hillesden the Solicitor for Hilton Harriers, but we were still awaiting his response.

### **4) Update on The Mease repairs – moving of outside socket and water tap.**

The Clerk explained that Hilton Harriers and The Mease Committee had asked if the outside socket and tap could be moved inside. The Clerk explained that she had spoken to Aubrey and he had said that this would be cheaper than having the covers made.

**Resolved: It was agreed that the outside water tap and electrical socket could be moved inside the building to eradicate them being ripped off the wall in the future by local youths.**

### **5) Cllr Smalley – Update on the refurbishment of the Tennis Courts on Back Lane, and a discussion/proposal to carry out the refurbishment.**

Cllr Chair reported, that at the meeting with Chris Mason on 24<sup>th</sup> June 2008 the refurbishment of the tennis courts was discussed, however not in detail. Chris Mason did mention the Growth Point Money and had informed us of the £50k money for a MUGA. She explained that the new conditions of this money were not yet known, however Chris Mason would be sending through some information on this shortly.

The Chair explained that £60K and a further £50k had been allocated to the refurbishment of the tennis courts, and proposed that before the next Parish Council Meeting we should go back to the original tenderers and request a trimming of the prices.

**Resolved: Agreed for the original tenderers should be contacted to produce better/more competitive tenders.**

Cllr Plenderleith explained that she had been trying to contact Ian Bowan who was in charge of the Growth Point Money to ask if the allocation for Hilton could be handed directly over to the Parish Council and Village Hall Committee rather than South Derbyshire District Council. Ian Hey was helping Cllr Plenderleith on this matter.

**6) Football Pitches Back Lane – proposal for the end of season maintenance.**

Aucuba Quote as follows:

Both Pitches

Spiking	=	£100.00
Selective Weed killing	=	£300.00
Rolling	=	£100.00
Re-soiling	=	£120.00
Seed Supplied and Applied	=	£335.00

***Resolved: To accept the quote from Aucuba Landscapes for the end of season maintenance on the Back Lane football pitch excluding rolling of the pitches. This will be for the total sum of £855.00.***

Cllr Kolkman reported that she and the Chair had attended a meeting with the football teams on 15<sup>th</sup> June 2008. She explained that the football teams had been informed that the prices for hire in 2008/2009 would be increased to cover the maintenance cost. She also explained that Sid Moore employed by South Derbyshire District Council had been back to rectify the bottom goal post socket. Cllr Kolkman said that the football teams were happy with the Back Lane Pitches and said that they played superbly this year.

Cllr Kolkman reported that local youths had bent the cross bar on the new goal post on Back Lane, Aucuba had replaced the bent cross bar with the old cross bar and would be having the new cross bar straightened ready for next season.

- Children play equipment

The Clerk reported that the T-Cup was still not turning correctly, Chris Mason at South Derbyshire District Council had been informed and this matter was being passed back to Blakedown's.

- Parish Council owned Parks and Landscaping

Cllr Kolkman explained that quotes were required to trim the trees at the side of the Back Lane Pavilion by the ditch. The Lengthsman were also going to strim the nettles along that area.

***Resolved: The Clerk to obtain prices for the trimming of the trees.***

**F) Minute Number 629/08/F - Employment Issues – Cllr Keery, Cllr Kolkman and Cllr Plenderleith**

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

There was nothing to report.

**8. Minute Number 630/08 - Reports from Councillor's that have attended any other Meetings.**

- Etwall Area Meeting – Cllr Plenderleith, Cllr Banton, Cllr Kolkman

There was nothing to report.

- Toyota Liaison – Cllr Keery

The Clerk explained that she had received an Invitation for the Chairperson to attend a meeting on Tuesday 15<sup>th</sup> July 2008 at Burnaston Hall Visitor Centre from 5.30pm to 6.45pm.

***Resolved: The Clerk to give the Chairs apologies.***

- Derby Airfield Consultative Committee – Cllr Walton-Knight

There was nothing to report.

**9. Minute Number 631/08 - Clerks Reports**

- A) Dog Control Orders – where would we like them and what would we like them to cover.

The Clerk explained that SDDC were in the process of setting up a Dog Control Order Scheme.

The Clerk explained that she had spoken to Jack Twomey at South Derbyshire District Council and would be happy to add Hilton to the list. She explained that the Parish Council needed to consider the following:

- Where would the Parish Council like Dog Control Orders
- What would the Parish Council like them to cover

She explained that dog fouling was not covered by this scheme as this was covered under another Order.

**Resolved: The Parish Council would like the following Dog Control Orders:**

- **No Dogs Allowed on the Avon Way, Village Hall and Main Street children's playing areas.**
- **No Dogs Allowed on the Mease Football Pitch**
- **Dogs to be kept on a lead at all times on the Back Lane Playing Fields.**
- **Dogs to be kept on a lead at all times on the Picnic Area at the Village Hall Site**

**Resolved: Information to be placed into the Hilton Directory and state that this will be phase one, Phase two will be looked into at a later date if the problems persist.**

B) Email from Chris Mason dated 16<sup>th</sup> June 2008 and outcome of Meeting held on 24<sup>th</sup> June 2008 – re Hilton Issues

The Clerk explained that the meeting with Chris Mason from South Derbyshire District Council took place at Hilton Village Hall on 24<sup>th</sup> June 2008 commencing at 1.30pm.

EXTRACT OF EMAIL from Chris Mason dated 16<sup>th</sup> June 2008

When we met on 17th April 08, amongst other things, I agreed that I would get prices in for a variety of work that your Members still felt were outstanding at the site. I now have the following prices in:

Re-site steel bollard to side of path near entrance gates: £100

Widen path by half a metre for approximately 100 linear meters across phase 1 works. £1500

Mease football pitches - erect post and netting fence on old fence line at woodland edge. Fence to have 4 access / exit points.- £1500

We also have prices in to undertake the agreed drainage work to the footpath above Thames Way and to pick up the drainage from the playing field. At the moment we're waiting for the blocks but we're hoping to be on site within the next couple of weeks. When we met we discussed whether, after giving the site chance to settle down, the phase 1 works identified above, were still necessary. In addition to the expenditure involved I'm more concerned about disturbing infrastructure works that are now well established. It's very difficult to get exact matches. The area that concerns me most is increasing the width of the footpath which having viewed the site at different times of the day I'm not convinced needs doing. It would be helpful if your Members could give these matters some thought and if they're still convinced this work needs doing I'll make the necessary arrangements.

**Resolved: The Clerk to inform Chris Mason to go ahead with the installation of the Bollard and the widening of the path at the Village Hall Site from the 106 money.**

**Resolved: The Clerk to ask Chris Mason how much the works for the flooding problem Thames Way will cost.**

The Clerk explained that again this would be taken from the 106 money as South Derbyshire District Council had no other money.

**Resolved: The Clerk to email Chris Mason and ask that a counter claim for the works be made against Groundwork's as this was a fundamental design fault and as experts Groundwork's should have foreseen the problems.**

The Clerk explained that in the meeting the fencing along the Boundary Line to The Mease had been discussed. No agreement could be reached on this matter as the Parish Council were not happy for this to be paid for using 106 money, as the boundary line belonged to South Derbyshire District Council and this was their responsibility. Chris Mason said that he would get back to the Clerk on this matter at a later date.

The Clerk explained that the planting beds around the Village Hall site were in an unsightly state along with the grassed area within the children's play area. She had spoken to Chris Mason on this matter and had been assured that these would be picked up in the 12 month snagging

**Resolved: The Clerk to email Chris Mason and ask that a Parish Council Representative be involved in the 12 month snagging.**

- C) Deed of Surrender and Lease Agreement for the new Scouts and Guide Building to be signed.

The Clerk asked that the above be signed so that it could be sent back to the solicitor for sealing.

**Resolved: The Deed of Surrender and the Lease Agreement were signed.**

**Resolved: The Clerk to arrange for the documents to be posted back to Lewis Rose for sealing.**

- D) Dog bin New Road/Derby Road – Public Consultation

The Clerk explained that 37 letter/maps for the consultation had been sent to residents on New Road, Derby Road, and one house affected on Willowfields. She explained the following:

- 4 did not want the bin re installing
- 3 were in favour of the Derby Road entrance
- 5 were in favour of it being installed in the original place

- 25 did not reply at all.

Cllr Plenderleith explained that she had received a complaint from a resident on 9<sup>th</sup> June 2008 stating that the consultation was not fair. This was on the grounds that they considered that only the residents living near the original dog bin should have been consulted. The resident also asked if the consultation would be binding. The resident also reiterated that the fire on 24<sup>th</sup> October 2008 was extremely frightening and they were just thankful that it was not a windy night. The resident also requested that the dog bin be situated on Willowfields.

**Resolved: Cllr Plenderleith requested that the decision be deferred to the next Parish Council Meeting pending the Fire Service Report.**

E) Quotes for the removal of the conifer trees around the tennis courts on Back Lane

The Clerk reported that 3 companies had been asked to quote.

Aucuba	=	£2,500 + VAT Grind out stumps £1,670.+ VAT Take to ground
Fairview Arborists	=	£900.00 + VAT Grind out stumps
Talbot Farm Landscapes Ltd	=	£1,550.00 + VAT Grind out Stumps

**Resolved: The Parish Council agreed to accept the quote of Fairview Arborists for the sum of £900.00 + VAT.**

F) Pavilion Back Lane – Responsibility of Hilton Parish Council

The Clerk explained that she had received a report from Chris Mason at South Derbyshire District Council that was commissioned by them on 21<sup>st</sup> May 2008. She explained that the report contained information on repairs required to the Pavilion totaling £8,181.00. The Clerk had called Chris Mason and explained to him that the Parish Council was not responsible for the repairs, and in fact this was down to South Derbyshire District Council. Chris Mason explained to the Clerk that 20 years previous the land was acquired by South Derbyshire District Council to build the Pavilion but the Pavilion was then licensed back to the Parish Council. With this information the Clerk looked through the Parish Council archives for a copy of the License. In the meeting with Chris Mason on 24<sup>th</sup> June 2008 this subject was discussed and it was established that the License stated that South Derbyshire District Council were in fact responsible for the repairs and maintenance to the Pavilion. She explained that Chris Mason and his Legal Department were under the impression that the License had been written back to front. The Clerk explained that Chris Mason would be seeking advice on this matter with the Legal Department at South Derbyshire District Council to see how we move this forwards. Chris Mason said that an agreement would need to be

reached. The Clerk said that she would keep the Parish Council Members informed of any progress made.

- G) Talbot Farm Landscapes – increase of hanging baskets from £18.00 to £20.00 each

***Resolved: The Parish Council agreed to the increase of the hanging baskets from £18.00 each to £20.00 each***

**Items completed by the Clerk from the meeting dated 28<sup>th</sup> May 2008**

- a) Minute Number 611/08/C Finance – Repairs by Sid Moore to the Back Lane Football Field, Steve Sheppard from SDDC informed the Clerk that Sid Moore would be attending the Back Lane site to complete the repair work on 16<sup>th</sup> June 2008. When he did not arrive the Clerk emailed Steve Sheppard to ask why, Steve has informed the Clerk that the work should be completed by no later than 20<sup>th</sup> May 2008
- b) Minute Number 611/08/D Environment and Green Space – Caravan parked on Enfield Close, The Clerk has spoken to Gaynor Richards the Enforcement Officer at South Derbyshire District Council and the situation is being monitored.
- c) Minute Number 623/08 Clerks Report – The Clerk has emailed the secretary of Hilton Harriers on 29<sup>th</sup> May 2008 giving them permission to install the Brick Slips as agreed and also requested again the Income against expenditure balance sheet for The Mease as agreed, as of yet this has still not been received.
- d) Minute Number 623/08 Clerks Report – The fencing around the Village Hall area has now been fenced off.
- e) Minute Number 623/08 Clerks report – The Clerk has transferred the Village Hall Insurance over to the Parish Councils Insurance as agreed.
- f) Minute Number 623/08 Clerks Report – The Booking Clerk has amended the price increases information for the hire of the Parish Council facilities to be effective from 1<sup>st</sup> September 2008.
- g) Minute Number 618/08 Planning Matters for Decision – The Clerk emailed the Planning Department on 29<sup>th</sup> May 2008 all planning matters for Hilton Parish Council
- h) Minute Number 621/08 Exempt Items – The Clerk sent a letter to a hirer on 29<sup>th</sup> May 2008 explaining the zero tolerance policy in operation with regards to unacceptable behaviour, and informing the hirer that the Parish Council reserved its rights to take no further bookings in the future.

**10. Minute Number 632/08 - Derbyshire Association of Local Council's**

There was nothing to report.

**11. Minute Number 633/08 - Finance**

A) Accounts for Payment:

<b>Cheque No:</b>	<b>Payee:</b>	<b>Description:</b>	<b>Amount</b>
001367	Hilton Village Hall	Room Hire etc	£387.75
001368	Surfatech	Cleaning Materials	£19.98
001369	Aucuba Landscapes	Maintenance	£359.27
001370	Direct Stock Clearance	Exchange Cookers Mease	£232.16
001371	I E Fraser	Internal Audit 2007/2008	£150.00
001372	Sharon Morris	TAG Workshop	£30.00
001373	Mitchell Industries	Strimmer Harness	£35.91
001374	SDDC	Non Domestic Rates/Store	£102.75
001375	Hilton Village Hall	Room Hire	£74.00
001376	Cancelled		
001377	Viking Direct	Stationery	£199.99
001378	Screwfix Direct	Door Locks	£55.48
001379	Mr Bexton	Tag Workshop	£150.00
001380	Mr Bexton	Tag Workshop	£250.00
001381	Allianz Insurance	Adding of the VH to Policy	£1,697.52
001382	SDDC	Dog Bin – Mease	£263.61
001383	C Orme	Expenses	£46.20
001384	Inland Revenue	NIC's 2007/08	£553.15
001385	Cancelled		
001386	S Bevins	Wages	£400.00
001387	D Woolliscroft	Wages	£403.10
001388	Cancelled		
001389	P Stretton	Wages	£37.50
001390	C Orme	Wages	£1,246.71
001391	Inland Revenue	NIC's 2008/09	£598.81

**Other Expenditure Current Account from 01.04.2008 to 05.06.2008:**

01.04.2008	Orange Home	Broadband	£17.99
28.04.2008	Orange Home	Broadband	£17.99
29.05.2008	Orange Home	Broadband	£17.99

**Income Current Account from 01.04.2008 to 05.06.2008:**

11.04.2008	Hilton Harriers	Inv 2007/2008	£74.00
11.04.2008	AFC Hilton	Inv PC66	£21.00
11.04.2008	Mrs Walton	Donation TAG	£200.00
11.04.2008	EON	Back Lane Cable	£4.00
11.04.2008	AFC Hilton	Inv PC67	£42.00
30.04.2008	Inderjit Chera	Tennis Court Hire	£25.00
30.04.2008	Rob James	Tennis Court Hire	£48.00
30.04.2008	Littleover Villa	Hire of Football Pitch	£9.00

30.04.2008	Mr Bowler	Hire Tennis Court	£12.00
30.04.2008	TAG	Petty Cash	£108.00
02.05.2008	Inland Revenue	VAT re-claim	£8,719.58
02.05.2008	Hilton Village Hall	Recharge Internal Inv	£1,486.77
16.05.2008	Football Foundation	Mease Grant	£7,464.00
16.05.2008	AFC Hilton	INV AFC01/08	£63.00
16.05.2008	Hilton Harriers	Line Mark Paint recharge	£23.74
16.05.2008	Hilton Harriers	Inv PC69 & HHC01/08	£211.50
16.05.2008	Inderjit Chera	Inv TC01/08	£60.00
16.06.2008	Mr Miles	Inv HJN01/08	£36.00
04.06.2008	Hilton Village Hall	Inv 001/003/004/005	£669.62
15.05.2008	Pre School	Inv Stationery/02	£23.48
15.05.2008	Magistrates Court	Compensation VH	£95.00

**Income Reserve Account from 01.04.2008 to 05.06.2008:**

01.04.2008	SDDC	Precept	£42,500.00
01.05.2008	SDDC	Minor Maintenance	£315.00
01.05.2008	SDDC	Greenway Maintenance	£468.00

**12. Minute Number 634/08 - Items for Information**

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

- A) DPDS – Snagging List as at 21.05.2008
- B) Society of Local Council Clerks – 2008 Programme – A Modern Approach
- C) Glasdon – Latest Products for Local Councils
- D) Teamworks – The next meeting of South Derbyshire Neighbourhood Watch Support Group will be held at 7pm on Tuesday 15<sup>th</sup> July 2008 at Ticknall Village Hall
- E) SDDC – Civic Service – Sunday 29<sup>th</sup> June 2008 commencing at 11am at the Parish Church of St. Wystan, Repton
- F) SDDC – List of potential areas that could be considered as Concurrent (S136) expenses.
- G) SDDC – Summer Holiday Play Provision 2008 at Hilton Village Hall Site – Sportsmobile and Playmobile Tuesday 5<sup>th</sup> August 2008 10am to 12noon & Thursday 21<sup>st</sup> August 2008 10am to 12 noon, Inflatable Laser Games Tuesday 12 August 2pm to 4pm & Thursday 21<sup>st</sup> August 2008 2pm to 4pm.
- H) Derbyshire Police – Invitation to an event at the Arboretum Park on Saturday 21<sup>st</sup> June between 11am and 3pm to promote the Safer Neighbourhood Teams and Partnership working with residents, local businesses and partner agencies in Derby.
- I) SDDC – Choice based lettings in South Derbyshire

- J) Derbyshire Association of Local Councils – Joint Highways Forum, Thursday 26<sup>th</sup> June 2008 commencing at 10am at South Derbyshire District Council Chambers, Civic Offices, Civic Way, Swadlincote
- K) DCC – Letter from Cllr Hood to Neil Wainwright Senior Technical Officer at Derbyshire County Council with regards to the Clerks request to repair drains in Hilton – For info only
- L) DPDS – Letter to Steve Fuller at D J Atkinson’s for info only.
- M) SDDC – Tenant Contents Insurance Posters
- N) Heritage News June 2008

### **13. Minute Number 635/08 - Items for discussion**

- A) DCC – South East Derbyshire Local Accessibility Strategy – Issues and Options Consultation – Amy to look into

***Resolved: Cllr Plenderleith to look into.***

- B) Letter from DCC – Re the condition of the Pavements at Dove Rise.

***Resolved: The Clerk had already written a covering letter to the residents attaching a copy of the letter received from Derbyshire County Council.***

- C) SDDC – Joint Highways Forum to be held at 10am on Thursday 26<sup>th</sup> June 2008 in the Council Chambers at the Civic Offices

***Resolved: Cllr Kolkman to attend the Joint Highways Forum on behalf of the Parish Council***

### **14. Minute Number 636/08 - Planning Matters for Decision**

- A) Reg No 0 2008 0546 FH – The erection of an extension at Hargate Manor Egginton Road, Hilton – **Extension requested and given on 05.06.2008.**

- AA) Reg No 9 2008 0546 FH - The erection of an extension at Hargate Manor Farm Egginton Road, Hilton – **RECONSULTATION: Site address amended.**

***Resolved: Hilton Parish Council had no objections to the above application, however a comment had been made that the drawings were confusion but would have no impact on the surroundings.***

- B) Reg No 9 2008 0565 FH – The erection of an extension at 61 Dale End Road, Hilton – **Extension Requested and given on 05.06.2008.**

***Resolved: Hilton Parish Council had no objections to the above application but would ask that parking be maintained for two cars now and in the future.***

- C) Reg No 9 2008 0569 FH – The erection of an extension at 4 Mulberry Way, Hilton – **Extension requested and given on 05.06.2008.**

***Resolved: Hilton Parish Council had no objections to the above application but would ask that parking be maintained for two cars now and in the future.***

D) Reg No 9 2008 0589 FH – The erection of an extension at 59 Dale End Road, Hilton – **Extension requested and given on 05.06.2008.**

***Resolved: Hilton Parish Council had no objections to the above application but would ask that parking be maintained for two cars now and in the future.***

E) Reg No 9 2008 0586 FH – The conversion of the existing garage to living accommodation and the erection of an attached garage at 49 Washford Road, Hilton – **Extension requested and given on 05.06.2008.**

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

F) Derbyshire County Council Application No CD9/0608/46– Proposed the erection of 1no. steel reinforced concrete storage shed positioned along school's games field verge. Hilton Primary School, Peacroft Lane, Hilton.

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

G) Reg No 9 2008 0506 FH - The erection of an extension at Burnt Heath Farmhouse, Hilton – **The Applications has been withdrawn.**

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

#### **15. Minute Number 637/08 - Planning Matters for Information**

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

A) Reg No 9 2008 0179 M – Outlined application for the demolition of the existing poultry unit and the erection of an egg packing station at Badger Farm, Willow Pit Lane, Hilton – **HAS BEEN REFUSED**

B) Reg No 9 2008 0482 FH – The erection of a detached garage at 31 West Avenue, Hilton – **HAS BEEN GRANTED**

C) Reg No 9 2008 0388 F – The construction of new dormer bungalow at 4 Cherry Garth, Hilton – **HAS BEEN GRANTED**

D) Reg No 9 2008 0307 F – The erection of a first floor extension for use as a hair and beauty salon at 2 Main Street, Hilton – **HAS BEEN GRANTED**

E) Reg No 9 2008 0378 TP – The crown raising of an ash tree covered by South Derbyshire District Council Tree Preservation Order Number 296 at 16 Back Lane, Hilton – **HAS BEEN GRANTED**

F) Reg No 9 2008 0266 FH – The conversion of the garage into living accommodation at 8 Sandford Brook, Hilton – **HAS BEEN GRANTED**

G) Reg No 9 2008 0330 F – The division of the existing dwelling into two dwellings at 59 Main Street, Hilton – **HAS BEEN REFUSED**

H) Reg No 9 2008 0257 FH – The erection of an extension at 18 Cherry Tree Close, Hilton – **HAS BEEN GRANTED**

Cllr Plenderleith reported on the 6 House on Dale End Road which had previously been refused. She explained that the applicant had not submitted an appeal against the refusal decision.

**13. Minute Number 638/08 - Date of the next Meeting**

The next Hilton Parish Council Meeting will be held on 23<sup>rd</sup> July 2008 at Hilton Village Hall commencing at 7pm.

This is instead of 30<sup>th</sup> July 2008.

**14. Minute Number 639/08 - Exempt Item**

- a) Lengthsman/Groundsman working hours

***Resolved: One Lengthman to work Monday, Tuesday and Wednesday. The other Lengthman to work Monday, Wednesday and Thursday.***

***Resolved: Both Lengthsmen to work alternate Saturday mornings.***

- b) Outstanding Invoices

The Clerk explained there was an overdue debtor within the Parish Council Accounts. The Clerk explained who this was, and the reasons why.

***Resolved: The Clerk to proceed with taking the hirer to the Small Claims Court to try and recover the debt.***

**CONFIRMATION:**

**DATE:**