

**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 23<sup>RD</sup> JULY 2008 AT HILTON VILLAGE HALL  
COMMENCING AT 7.00PM**

**Present**

Cllr Keery (in the Chair)

Cllr Plenderleith, Cllr Smalley, Cllr Walton-Knight, Cllr Bates, Cllr Banton

1 District Council Member, 1 Burton Mail Member and 50 members of the public were also in attendance

**1. Minute Number 640/08 - To Receive Apologies for absence**

Apologies were received and accepted from Cllr Kolkman and Cllr Higginbotham

**2. Minute Number 641/08 - Variation of the Order of Business.**

There were no Variations of the Order of Business.

**3. Minute Number 642/08 - Declaration of Members Interests.**

There were no Declarations of Members Interests.

**4. Minute Number 643/08 - Public Speaking**

**Minute Number 643/08 – Public Speaking**

**Minute Number 643/08/A**

- Dog Control Orders were discussed.

**Minute Number 643/08/B - County Council**

Cllr Hood sent his apologies due to him attending the Garden Party for the Queen

The Clerk gave Cllr Hoods report on his behalf.

- Cllr Hood had enquired about who was consulted with regards to the Public Consultation of the third hump as per the Clerks email, Cllr Hood

had not yet received any information but would update the Parish Council at their next meeting in September 2008.

- Cllr Hood had informed the Clerk that the County Council would, in the future, be prosecuting any heavy goods vehicles using roads that had weight limit restrictions.
- The Clerk reported that she had been informed by Cllr Hood that Hilton Primary School had received an excellent Ofsted Report.
- Cllr Hood had reported to the Clerk that Derbyshire County Council had just completed their obesity in young people work program, of which Hilton Primary School participated. James Hilton the Head Master attended County Hall and gave a presentation on the schools initiative to "Walk to School". Cllr Hood was happy to report that James Hiltons report had been included within the final Obesity Report.
- Cllr Hood reported to the Clerk that he had received a telephone call from a resident with regards to a burger van parking on their driveway to replenish the van, which was overhanging the pavement.

#### **Minute Number 643/08/C - District Council**

Cllr Patten sent her apologies.

Cllr Plenderleith gave Cllr Patten's report on her behalf as follows:

- Hilton Primary School had been presented with a cheque by Cllr Patten for the sum of £1,000.00 from Etwall Well Dressing Association.
- Cllr Patten also sent a reminder for groups to think about bids for the Safer Neighbourhood Meeting In September 2008.
- Cllr Patten had been in contact with the Valuer's Office at Derby with regards to the rates bill for The Mease.
- A persistent owner allowing their dog to foul at The Mease has been reported to the Community Warden and the situation was under investigation.
- Cllr Patten was still chasing the developers to take down signs that had been advertising around the village
- Cllr Plenderleith reported that she would be Chairing the Scrutiny Group on urban drainage with regards to the pit report.

- Cllr Plenderleith reported that she had been working very hard publicising the 18 telephone boxes that potentially may be removed within Derbyshire. Her particular concern had been over the telephone box outside John Port School which has been earmarked for removal.
- Cllr Plenderleith reported that she had been contacted by a resident with regards to Tesco either installing a further cash point machine or offering cash back over the counter. This was due to the cash machine being broken twice in a three week period. Cllr Plenderleith reported that she was speaking with Tesco on this matter.
- Cllr Plenderleith reported that she had received complaints with regards to overgrown weeds on Egginton road and the Common Link. Cllr Plenderleith said that this had already been reported to South Derbyshire District Council.
- Cllr Plenderleith reported that she had been speaking to Ian Hey and Tim Denning from South Derbyshire District Council with regards to the proposed rugby pitch. The developers had already started to clear the land and one of the developers Redrow had already paid to South Derbyshire District Council their allocated allowance.
- Cllr Bates asked Cllr Plenderleith if a Recycling Centre could be considered on the site for the rugby pitch. Cllr Plenderleith replied that she would ask the question at South Derbyshire District Council.
- Cllr Plenderleith reported that she had been contacted by a resident who had complained about Wimpey coming to repair the drains. She explained that the developer had put their equipment on the grass by the play area; they had also removed 3 trees. The resident had asked that the grass be reinstated and the three trees be replanted.
- Cllr Plenderleith reported that she had also received complaints with regards to the island on Welland road that had been well landscaped originally but was now covered in weeds.
- Cllr Plenderleith reported that she had attended a meeting with regards to Donnington and the fact that Formula One Racing would be coming to Donnington in 2010. Cllr Plenderleith said that she would be having a further meeting with regards to this on 24<sup>th</sup> July 2008.

#### **Minute Number 643/08/D - Police**

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

**5. Minute Number 644/08 - To confirm the Non Exempt Minutes of Hilton Parish Councils Meeting dated 25<sup>th</sup> June 2008.**

***Resolved: The Non Exempt Minutes of the Hilton Parish Council Meeting held on Wednesday 25<sup>th</sup> June 2008 having been circulated were approved and signed as a true record.***

**6. Minute Number 645/08 - Chairpersons Report – Cllr Keery**

**a. Information on The Mease re the cracking problem**

- The Chair explained that an independent structural engineer had been to The Mease Pavilion to give the Parish Council a second opinion on the cracking problem. The Chair also explained that our engineer was not happy with the damp proof course. In his opinion the path had been installed too high above the damp proof course.

***Resolved: The Clerk to contact DPDS and Barlows with regards to this matter.***

**b. Information from The Mease Meeting held on 21<sup>st</sup> July 2008**

- The Chair reported that she had attended The Mease Management Committee Meeting held on 22<sup>nd</sup> July 2008. She explained that the Lease Agreement had still not been signed. This was due to there being one outstanding issue.
- The Chair proposed that once this had been resolved and had been checked by herself, the Clerk and the Vice Chair, permission could be given for the Lease Agreement to be signed before the next Parish Council Meeting in September.

***Resolved: The Final Lease Agreement to be checked by the Chairperson, the Vice Chairperson and the Clerk. The Lease to then be signed and sent to the Solicitor for final sealing.***

- Cllr Plenderleith asked if Hilton Harriers could lobby the County Council to install a footpath on the road side by The Mease Pavilion entrance to increase safety for the children using the facility.

***Resolved: The Clerk to email Hilton Harriers and ask the question.***

**7. Minute Number 646/08 - Sub-Committee Reports**

**A) Minute Number 646/08/A - Community Services – Cllr Plenderleith, Cllr Banton, Cllr Kolkman, Cllr Keery and Cllr Bates**

- a) Village Hall management

- Cllr Plenderleith reported that a hirers meeting had taken place before the Annual General Meeting for the Village Hall on Wednesday 16<sup>th</sup> July 2008. She explained that only 3 hirers were in attendance.
- Cllr Plenderleith reported that the £25k Growth Point Money would be given directly to the Village Hall Committee rather than to South Derbyshire District Council.
- Cllr Plenderleith reported that the next Village Hall Meeting would take place on 8<sup>th</sup> September 2008 at the Village Hall commencing at 7pm.

b) School Governors

- Cllr Plenderleith reported that she had attended a meeting at the school. She explained that the school had received a very good Ofstead report and the Ofstead inspection was a Reduced Tariff Inspection which meant only one inspector came for a 1 day visit, this was due to the schools good standards.

c) Marston on Dove Charity

- Cllr Banton reported that the Next Marston on Dove Charity Meeting would be held sometime during November 2008, date to be confirmed

d) Safer Neighbourhoods and Neighbourhood Watch

e) Community Information and Publicity

- It was reported that the advisory information on the Dog Control Orders had been placed in the next addition of the Hilton Directory as agreed in the previous meeting.

**B) Minute Number 646/08/B - Finance – Cllr Kolkman, Cllr Keery, Cllr Bates, Cllr Smalley and the Clerk to the Parish Council**

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

There was nothing to report.

**C) Minute Number 646/08/C - Environment and Green Space – Cllr Banton, Cllr Walton-Knight, Cllr Bates and Cllr Smalley**

**a. Maintenance of Public Footpaths, Cycle Paths, Greenway, Verges, Open Space, Trees and Hedges**

- It was reported that the hedge on Main Street to Sutton Lane adjacent to Percy Wood Close was in urgent need of trimming.
- It was reported that there was a growing problem with young people cycling on the footpaths within the village.

***Resolved: Something to be advertised in the Hilton Directory on this matter.***

***Resolved: The Clerk to add this item to the agenda of the Parish Council Meeting to be held in September.***

- It was reported that the swings on the Main Street playing area were in need of repairs.

***Resolved: The Lengthman to take a look and see if it can be repaired.***

- b. Environmental Issues**
- c. Recycling Facilities**
- d. Dog and Litter Bin Provisions**
- e. Lengthsman's Report**

- The Lengthman reported that the fencing was broken on Lucas Lane at the top end up towards the island. The Lengthman asked who was responsible for this fencing.

***Resolved: The Clerk to contact Tim Denning at SDDC for information on who may own this.***

- The Lengthman reported overgrown trees at the jitty between New Road and Derby Road were in need of trimming.

**D) Minute Number 646/08/D - Village Infrastructure – Cllr Kolkman, Cllr Walton-Knight and Cllr Higginbotham**

**a) Planning matters including the Village Plan**

- It was reported that Planning Matters had gone very quiet over the past few months.

- b) New Road Adoptions**
- c) Traffic Management and Parking**

- The Clerk reported parking problem at the Village Hall and explained that there had been several incidents of inconsiderate, dangerous and irresponsible parking by the fire doors and at the main entrance junction.

d) Street Lighting

- The Clerk was asked to contact Chris Mason at South Derbyshire District Council with regards to the light situation for the Greenway and skate park at the Village hall site re installing a separate meter.

**Resolved: The Clerk to contact Chris Mason at South Derbyshire District Council.**

e) Public Transport Provision

f) Community Services

**E) Minute Number 646/08/E - Recreation and Leisure – Cllr Kolkman, Cllr Keery and Cllr Banton**

a) Provision and maintenance of sport and leisure facilities

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

- The Clerk reported on Cllr Higginbotham's health.

**2) Update on the Tennis Court Refurbishment**

There was nothing to report.

b) Children play equipment

- It was reported that the T-cup was still broken and the basket swing was still missing at the Village Hall play area.

**Resolved: The Clerk to contact Chris Mason at South Derbyshire District Council on this matter.**

- It was reported that the gate to the Avon Way play area was in need of repair as the spring had broken.

**Resolved: The Clerk to email Chris Mason at South Derbyshire District Council to find out who was under ownership of the area and to inform them that the spring was broken and in need of repairs.**

c) Parish Council owned Parks and Landscaping

**F) Minute Number 646/08/F - Employment Issues – Cllr Keery, Cllr Kolkman and Cllr Plenderleith**

- a) Contracts of Employment
- b) Staffing Arrangements
- c) Employment Law changes
- d) Employment issues

There was nothing to report.

**8. Minute Number 645/08 - Reports from Councillor's that have attended any other Meetings.**

- a) Etwall Area Meeting – Cllr Plenderleith, Cllr Banton, Cllr Kolkman
- b) Toyota Liaison – Cllr Keery & Cllr Kolkman

***Resolved: Cllr Kolkman to attend the Toyota CLC Status Meeting on 30<sup>th</sup> July 2008 commencing at 5.30pm.***

- c) Derby Airfield Consultative Committee – Cllr Walton-Knight
- It was reported to the Committee that the airfield owners had purchased a piece of woodland at the end of airfield.

**9. Minute Number 646/08 - Clerks Reports**

- a) Website information from the Webmaster
  - The Clerk explained that she had received an email from the Webmaster asking if the Community Pages could be removed from the Parish Council Website and links added on our site to the other sites.

***Resolved: The Parish Council agreed for this to be done and suggest that the Clerk ask the Webmaster to speak with Mr Kemish for Hilton on Line.***

- b) Public Consultation re dog bin Derby Road/New Road

***Resolved: The Clerk to add this to the agenda of the Parish Council Meeting to be held in September due to still awaiting the fire report.***

- c) Additional information requested by the District Auditor
  - It was reported that the Audit Commission has requested further information.
- d) VAT Inspection due on 5<sup>th</sup> August 2008



- It was reported that a VAT Inspection would take place on 5<sup>th</sup> August 2008.
- e) Quote from Fairview Arborists with regards to the cutting of the trees on Back Lane by the ditch at the side of the Pavilion
- It was reported that a complaint had been received from a resident with regards to the trees by the ditch on Back Lane, and a request had been made to trim them down. The Clerk explained that this would cost £300.00 excluding VAT.

***Resolved: The Clerk to inform Fairview to continue with the work at their earliest convenience.***

- f) The Clerks CiLCA Course (Certificate in Local Council Administration).
- It was reported that the Clerks CiLCA Course had been completed and would be marked over the next 7 weeks.

#### **10. Minute Number 647/08 - Derbyshire Association of Local Council's**

- A) Circular 25/2008
  - The Governance and Accountability for Local Councils A Practitioners Guide 2008 (England) is now available on the NALC Website
- B) Circular 26/2008
  - Derbyshire Selected as a Stakeholder to a Pilot Compact for Code of Conduct Training
- C) Circular 27/2008
  - Empowerment White Paper – Communities in control, Real People, Real Power
- D) Circular 28/2008
  - DALC President 2008/2009
- E) Circular 29/2008
  - Corporate Manslaughter and Corporate Homicide ACT 2007

## **11. Minute Number 648/08 - Finance**

### A) Accounts for Payment:

<b>Cheque No:</b>	<b>Payee:</b>	<b>Description:</b>	<b>Amount</b>
001392	Mr Bexton	TAG Workshop	£125.00
001393	Hilton Village Hall	Rental	£717.14
001394	MCC LTD	Floor Scrubber	£1,145.63
001395	Viking Direct	Stationery	£174.34
001397	Aucuba Landscapes	Maintenance	£777.29
001398	Talbot Farm Landscapes	Hanging baskets	£188.00
001399	Fairview Arborists	Conifers at Tennis Court	£1,057.50
001400	Derwent Fencing Ltd	Gating back of VH	£2,643.75
001401	Hilton Village Hall	Room Hire	£426.13
001402 to 001406	Staff Wages and Inland Revenue		£3,869.87
001407	Screwfix Direct	Parking Signs etc	£66.71

The Clerk explained that she had been advised by DALC that payments for Staff Wages, Tax and National Insurance should be grouped together as one amount and not be listed individually.

## **12. Minute Number 649/08 - Items for Information**

- A) SDDC – Summer Activity Information Leaflets
- B) Clerks and Council Direct Magazine
- C) SDDC – Local Housing Allowance Poster
- D) Archaeology and Conservation in Derbyshire Magazine
- E) SDDC – Summer Holiday Play Provision 2008
- F) SDDC – Recommendations and Reports of Committees for Submission to the Council at its meeting on Thursday 3<sup>rd</sup> July 2008
- G) DCC – B\_Line magazine
- H) DCC – Important Information about Foster Carer Recruitment in Derbyshire
- I) Derbyshire Rural Community Council – Rural Matters Magazine
- J) DCC – Derbyshire Excellence in the Community Awards 2008

## **13. Minute Number 650/08 - Items for discussion**

- A) SDDC – Joint Meeting with Parish Councils to be held 24<sup>th</sup> September 2008 commencing at 6.30pm at the Civic Offices.

**Resolved: Apologies already sent from Cllr Keery**

**Resolved: Cllr Kolkman to attend**

- B) Toyota – Meeting 25<sup>th</sup> July 2008 commencing at 17.15pm

**Resolved: Apologies already sent from Cllr Keery**

- C) DRCC – Fuddle to mark Helen Lidgett’s and Nancy Slaney’s Retirement on 31<sup>st</sup> July 2008 commencing at 12.30pm

**Resolved: Apologies already sent from Cllr Keery**

**14. Minute Number 651/08 - Planning Matters for Decision**

- A) Reg No 9 2008 0703 FH – The retention of a side extension (amendment to previously approved application 9 2006 0208 at 10 Hawthorn Close, Hilton

**Resolved: Hilton Parish Council strongly objected to the application and felt that this was an unusual set of circumstances. The Parish Council commented on the original planning Application, however the building was built, but the plans were changed/alterd. The Parish Council was sorry to report that the changes made were not within keeping of the surrounding area, and recommend that a more harmonious design be submitted that was in keeping with the street scene.**

**15. Minute Number 652/08 - Planning Matters for Information**

- F) Reg No 9 2008 0489 F – The conversion of workshop into residential unit including the erection of extensions at workshop in garden of Woodburns Meadow Lane, Hilton – **HAS BEEN GRANTED**
- G) Reg No 9 2008 1027 – The erection of extensions at 3 Cherry Garth, Hilton – **HAS BEEN GRANTED**

**13. Minute Number 653/08 - Date of the next Meeting**

The Next Meeting of Hilton Parish Council will take place at Hilton Village Hall commencing at 7pm on 24<sup>th</sup> September 2008

**14. Minute Number 654/08 - Exempt Item**

- g) Update on outstanding debtor

The Clerk explained the situation to date.

**Resolved: The Clerk to continue with the Claim and update the Parish Council at their next Parish Council in September.**

**CONFIRMATION:**

**DATE:**