

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 24TH SEPTEMBER 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

2 District Council Member, 1 Burton Mail Member and 5 members of the public were also in attendance

1. Minute Number 661/08 - To Receive Apologies for absence

There were no apologies received.

2. Minute Number 662/08 - Variation of the Order of Business.

There were no variations to the Order of Business.

3. Minute Number 663/08 - Declaration of Members Interests.

Cllr Kolkman declared a Personal Interest in Item 15, Planning Matters for Decision item J) Reg No 9 2008 0917 FM – The erection of 3 dwellings on Mill Farm, Mill Lane, Hilton

Cllr Plenderleith declared a Personal Interest in item 15, Planning Matters for Decision all Items A) to J).

Cllr Smalley declared a Personal Interest in item 15, Planning Matters for Decision item G) Reg No 9 2008 0870 FH – The erection of a conservatory at 35 Field Close, Hilton.

4. Minute Number 664/08 - Public Speaking.

Minute Number 664/08/A – Public Speaking

- A resident asked that after Public Participation had closed, Parish Council Members should refrain from whispering to allow members of the public to hear all conversations.

- A resident asked who was responsible for the maintenance of the tree and shrub areas around the village hall site. It was explained that this was the responsibility of South Derbyshire District Council as the land was under their ownership.
- A resident informed the Parish Council that they had seen vandalism being caused around the village and on occasions had intervened. The resident was asked if they had reported any of these incidents to the Police. The resident replied only on one occasion. The Chair stressed that any matter along these lines must always be reported to the Police to make Hilton a high priority area.
- A resident reported rubbish that had been left on the Back Lane Football Pitches over the weekend. The Clerk replied that this matter had already been dealt with by the Booking Clerk.
- A resident from Thames Way thanked the Parish Council for their help in resolving the flooding situation. The resident explained however, that the problems were still continuing. The Clerk informed the resident that they needed to contact the Officer dealing with this matter at South Derbyshire District Council.
- A resident reported that the container belonging to the scouts at the side of the Parish Council garage was being used as a public toilet. The Chair replied that when witnessed this needed to be reported to the Police.
- A resident complained about speeding cars around the village especially on Back Lane. The Chair replied that the Parish Council was on the waiting list for the Speed Watch Scheme, and any volunteers interested should contact the Clerk to the Parish Council.
- A resident asked who was responsible for mowing the grass just past the farm shop, junction of Main Street and Uttoxeter Road. Cllr Patten replied that she would follow this matter up with South Derbyshire District Council.

Minute Number 664/08/B - Police

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

Minute Number 664/08/C - County Council

Cllr Frank Hood sent his apologies as he was on Civic Duties, the Clerk read out Cllr Hoods report in his absence.

Road Humps on Main Street:

The Clerk explained that two out of the three sets of humps would be having a third cushion installed. The middle section of humps would remain as they are for the time being due to a resident objection.

It was reported that the Parish Council had concerns about which residents had been consulted over the third hump installation. It was agreed that the third hump that was being omitted was the most crucial for safety reasons

Resolved: The Clerk to contact Cllr Hood to place a stop on the above work until the public consultation information has been received and further investigations have taken place.

Hilton Primary School had received an excellent Ofstead report. Cllr Hood had already written a letter of congratulations to the Head Teacher Mr James Hilton.

Cllr Hood had received a complaint from a resident with regards to a loose manhole cover on the junction of Normandy Road. This had been reported and would be repaired within the next few days.

Cllr Hood had made contact with Ken Acorns the Principal Planning Officer for the Derbyshire County Council. This was with regards to the Waste Development Plan. It was reported that this matter was due to be considered in September 2008. However the Officer's next step would be to report on the Waste Development Plan to Derbyshire County Council by the end of this year. Cllr Hood assured the Clerk that Hilton Parish Council would be informed at the same time.

It was reported that all of the 40mph signs on The Mease had been repaired all but one.

Resolved: The Clerk to inform Cllr Hood

Minute Number 664/08/D - District Council

Cllr Patten reported that there was still a dog fouling problem on The Mease Football Pitches.

Cllr Patten reported Graffiti and rubbish that had been left under The Mease Bridge. Cllr Patten reported that the Clean Team had been informed and the matter would be dealt with shortly.

Cllr Patten reported on an article in the Messenger Newspaper with regards to Severn Trent's land at Etwall/Egginton, Cllr Patten said that there were no current proposals and she did not know where this information had come from. She explained that it was not factual and was actually an old report that they had referred to. Cllr Patten said that she would keep the Parish Council informed of any progress.

Cllr Plenderleith reported that she was chasing officers at South Derbyshire District Council with regards to the maintenance of the Village Hall site.

Cllr Plenderleith reported that she had received a complaint from a resident with regards to the anti social behaviour around the village and graffiti at Tesco. Cllr Plenderleith had informed the resident that these issues were being dealt with but explained that Tesco was not owned by the Parish Council.

Cllr Plenderleith reported that she was still chasing Cllr Hood with regards to more road sweeping within the village.

Cllr Plenderleith said that she had been given a remit to ask Parish Council Members and residents their thoughts on weekend voting and would this make any difference to their lives.

Cllr Plenderleith reported on the meetings that had taken place with the Broadband providers. She explained that 129 responses had been received and the majority was from Hilton residents. They would be shortly contacting everybody that had written in.

5. Minute Number 665/08 - The ratification of the Non Exempt Minutes of Hilton Parish Councils Meeting dated 25th June 2008 Item 9) Minute Number 631/08 - Clerks Reports, item D).

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

Cllr Plenderleith explained that she had received a complaint from a resident on 9th 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 24th October 2007 was extremely frightening and they were just thankful that it was not a windy night.
Resolved: The Clerk asked the Parish Council to defer the matter of the consultation until the next available Parish Council Meeting on the grounds that there were not enough Parish Council Members who could vote.

The above resolution was incorrect, the Resolution should have been written as follows:

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

Resolved: Hilton Parish Councils Meeting dated 25th June 2008 Item 9) Minute Number 631/08 - Clerks Reports, item D) to be amended and signed as per the above.

6. Minute Number 666/08 - To confirm the Non Exempt Minutes of Hilton Parish Councils Meetings held on 23rd July 2008 and 6th August 2008.

Resolved: The Non Exempt Minutes of the Hilton Parish Council Meeting held on Wednesday 23rd July 2008 having been circulated were approved and signed as a true record.

Resolved: The Non Exempt Minutes of the Extraordinary Hilton Parish Council Meeting held on Wednesday 6th August 2008 having been circulated were approved and signed as a true record.

7. Minute Number 667/08 - Chairpersons Report – Cllr Keery

Cllr Keery thanked Cllr Kolkman for attending meetings on her behalf.

a) Provision of extra Dog Bins

The Chair explained that at this moment in time the cost to install extra dog bins around the village was too expensive. She said that the Parish Council appreciated that the current dog bins were only emptied once per week and that some were used more than others. She explained that any litter bin around the village could be used for dog fouling provided it was in a tied plastic bag. She also explained that residents could take the dog fouling home with them and place it in their own black waste bin.

8. Minute Number 668/08 - Sub-Committee Reports

A) Minute Number 668/08/A - Community Services – Cllr Plenderleith, Cllr Banton, Cllr Kolkman, Cllr Keery and Cllr Bates

- Village Hall management

Cllr Plenderleith reported that the 10 year celebration had gone extremely well and had turned out to be a lovely day. Everybody in attendance thoroughly enjoyed the occasion. Cllr Plenderleith thanked all the helpers who participated.

- School Governors

Cllr Plenderleith reported that a School Governors meeting had taken place but there was nothing to report.

- Marston on Dove Charity
- Safer Neighbourhoods and Neighbourhood Watch

Cllr Kolkman reported that a Safer Neighbourhoods Meeting had taken place in September at Etwall. She reported that PC Bateman was doing a good job. She

explained that there was still funding available if needed and maybe the Village Hall Committee should apply to upgrade the CCTV. The next meeting would be on 1st December 2008 commencing at 6.30pm at Hilton Village hall.

- Community Information and Publicity

B) Minute Number 668/08/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

The Clerk explained that the Audit Commission had now completed the Annual Return which had been received that day.

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

C) Minute Number 668/08/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 5 or 6 hedges within the village were overgrown.

Resolved: The Clerk to chase these matters up.

It was reported that the path on Meadow Lane was overgrown.

Resolved: The Clerk to establish who owns this land and request that it be tidied up.

Resolved: The Clerk to also chase up the lighting provision.

Cllr Walton-Knight reported on cyclists riding on the footpaths within the village discussed at a previous Parish Council Meeting. He explained that the Official Highway Code Revised 2007 Edition stated on page 22 item 64 that you MUST NOT cycle on a pavement, Law HA 1835 section 72 & R(S)A 1984, section 129. Cllr Walton Knight explained that this was an increasing problem that needed urgent attention.

Cllr Walton-Knight reported that the Garden Club had been approached by a company called Green Thumb who was offering a free service to fertilize the grass on Roma's Garden and asked if the Parish Council would allow this.

Resolved: The Gardening Club to go ahead with Green Thumb providing that they have all the correct documentation and certificates.

Resolved: Not to allow Green Thumb to post advertising notices around the village.

It was reported that a letter had been received from a resident on Uttoxeter Road with regards to a field South of Uttoxeter Road flooding and holding more water than it should. This was due to a drain being blocked.

Resolved: Cllr Kolkman to bring this matter up at the next Flood Liaison Meeting.

Resolved: Cllr Plenderleith to add this issue to her flooding list.

- Environmental Issues
- Recycling Facilities

Cllr Bates asked Cllr Plenderleith if recycling facilities had been discussed yet for the land to be acquired on Welland Road for the Rugby Pitch. Cllr Plenderleith replied that she had not been given any information on this matter, but would push it forwards before a decision was made.

- Dog and Litter Bin Provisions
- Lengthsman's Report

D) Minute Number 668/08/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

It was reported that street lighting was broken on Witham Close.

Resolved: The Clerk to chase Prime Estates for the repairs to be carried out.

Resolved: The Clerk to also inform Prime Estates that the lighting by the Medical Centre in need of repairs has never worked.

It was reported that a street light was also broken on Bloomfield Close.

Resolved: The Clerk to email Derbyshire County Council Highways Department and inform them of this matter for repairs.

It was reported that the road between the first island entering the village and the A516 to the Common Link Road had no name. The question was asked as to why this can not be called The Mease.

Resolved: The Parish Council would like a sign installing calling this section of Road, The Mease.

Resolved: Cllr Plenderleith to take this matter back to South Derbyshire District Council and ask the question.

- Public Transport Provision

Cllr Patten reported that she was pushing the issue of more Public Transport within the village of Hilton. She explained that she had asked the Scrutiny Committee to contact the local bus companies on this matter.

- Community Services

E) Minute Number 668/08/E - Recreation and Leisure – Cllr Kolkman, Cllr Keery and Cllr Banton

- Provision and maintenance of sport and leisure facilities

1) Mease Meeting – 4th September 2008

Cllr Kolkman reported that she had attended the Mease Meeting on 4th September 2008 and the following matters were discussed.

i. Main Gates

Cllr Kolkman explained that with the Police Office coming on line in the near future, a new gate system would need to be agreed. At the moment opening and closing the gates was a bit of a chore. The Police would not have time to lock the gates if called out on an emergency.

Cllr Kolkman explained that the Parish Council still had the old gates to the Village Hall and asked if these could be utilised at The Mease.

Resolved: The old Village Hall Gates to be utilised at The Mease Site if possible.

Resolved: Contact the contractors on site to see if they can be installed

Resolved: To ask the Police to contribute to the installation of the new gates.

ii. Broken fencing

Cllr Kolkman reported that the fencing along the front of The Mease by the dog bin was in need of repair and this was the responsibility of the Parish Council as per the Lease Agreement. Also to replace the fencing at the Woodland end which was never replaced after the drainage had been reinstated.

Resolved: The Clerk to obtain quotes for the repair including the installation of a style.

iii. Dog Report

The Clerk explained that this information had been added to the dog file in the Parish Council office.

2) Cllr Kolkman – Update on the refurbishment of the Tennis Courts on Back Lane, and a discussion/proposal to carry out the refurbishment.

Cllr Kolkman explained that the Tennis Court Refurbishment had gone to tender and had been backwards and forwards to get a like for like competitive result.

Cllr Kolkman explained the Tender process and the Tenders that had been received

Resolved: It was accepted that Midland CSB should be given the contract for the refurbishment of the Tennis Courts as they were the most competitive, offered better value for money and offered the best maintenance program and surface finish.

Resolved: It was agreed that Applied Electrical Service should be given the contract to install the new lighting for the refurbishment of the Tennis Courts as they were the most competitive, offered best value for money and offered the best installation and maintenance program.

Cllr Kolkman explained that both companies could start work in late October and the project would take about 10 weeks from start to finish weather permitting.

Cllr Kolkman then explained the staged payments for the contract.

Resolved: The Clerk to email Chris Mason at South Derbyshire District Council to arrange the finances for the project.

- Children play equipment

The Clerk explained that she had received an email from South Derbyshire District Council explaining that the T-Cup would be repaired. They are awaiting Wickstead to respond.

- Parish Council owned Parks and Landscaping

F) Minute Number 668/08/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.

9. Minute Number 669/08 - Reports from Councillor's that have attended any other Meetings.

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

It was reported that the next Etwall Area Meeting would be held on 8th October 2008 commencing at 7pm at Hilton Village Hall.

- Toyota Liaison – Cllr Kolkman

Cllr Kolkman explained that she had attended the last Toyota Meeting. She explained that there were concerns over the proposed Rail Head. She explained that there had been no interest in the past by Toyota as it was to be situated on the wrong side of the road logistically. However at this meeting they had a very different outlook and now may be interested in this going ahead. Toyota is currently awaiting the proposals but will keep all parties informed.

Cllr Kolkman also explained that Toyota's production had dropped drastically by eighty thousand vehicles. They had also cut shifts and were giving more holidays.

- Derby Airfield Consultative Committee – Cllr Walton-Knight

There was nothing to report.

10. Minute Number 670/08 - Clerks Reports

- a) Flint Bishop Solicitors – Deed of Surrender and Lease Agreement signed by the Scout Association.

The Clerk explained that the Deed of Surrender and the Lease Agreement for the new Scouts Hut had now been sealed by the Solicitors involved; the Clerk had received and filed a copy for the Parish Council Records.

- b) Crime Report from Eileen Banton re the Village Hall Site.

The Clerk explained that a copy of the Crime Report with recommendations had been sent to Chris Mason at South Derbyshire District Council as the land owner on 12th August 2008; however no response had been received.

- c) Tender Documents for the maintenance of the Village Hall site to be opened, discussed and resolutions to be passed.

The Clerk opened the tenders in front of full Council.

Resolved: It was agreed that South Derbyshire District Council would be required to resolve all outstanding matters/issues before the Parish Council could make a decision on the maintenance tenders.

Resolved: Prices for the maintenance of the pathways would also be required.

- d) Public Consultation re the dog bin on the jitty between New Road/Derby Road, including Derbyshire Fire and Rescue Service report.

The Clerk explained the Fire Service Report.

Resolved: The Parish Council to accept the Public Consultation.

Resolved: The bin to be replaced at its original location.

Resolved: The Clerk to Contact South Derbyshire District Council and arrange the replacement and installation of the bin

- e) Hilton Harriers would like permission to install plaques and pictures on the wall in the lounge area and notice boards on the wall in the entrance hall to The Mease Pavilion.

Resolved: The Clerk to give written permission to Hilton Harriers with regards to the above.

- f) Letter from Chris Mason dated 22nd August 2008 – re the Tennis Court Refurbishment.

The Clerk explained that the letter received outlined 3 sources of funding available, £60k 106 money from the existing 106 pot approved by SDDC committee on 20th March 2008, £60k Growth Point Money and £58,520 from the Don Amott 106 money.

The Vice Chair explained that the schedule of work would be by 2 weekly invoices. However South Derbyshire District Council wanted the Parish Council to pay the full cost initially then invoice them at the end of the project less the VAT.

The Clerk recommended that the Parish Council request the funding for the full amount which South Derbyshire District Council had confirmed they had and then the Parish Council manage the project and stage payments ourselves.

This was due to the Parish Council not being able to stand the full costs and South Derbyshire's District Councils turnaround times could not be guaranteed on a 2 weekly basis.

Resolved: Already discussed above.

- g) Letter from Chris Kensett dated 27th August 2008 re PAT Testing at the Back Lane Pavilion.

The Clerk explained that she had already replied to this letter explaining that the Pavilion belonged to South Derbyshire District Council on 29th August 2008, and they are welcome to perform any work deemed necessary at any time.

- h) Bikes riding on the pavement within the village

Resolved: Already discussed above.

- i) Update on dog fouling.

The Clerk explained that there was a file of evidence, as requested by residents at the Extraordinary Parish Council Meeting held on 6th August 2008. The Clerk explained that this could be viewed by any member of the public on appointment with the Clerk.

The Clerk also explained that she was in the process of setting up a file of evidence with regards to the Anti Social Behaviour, Graffiti and littering around the village.

- j) Complaints re Overgrown Hedge Derby Road.

The Clerk explained that complaints had been received with regards to the above overgrown hedging on Derby Road. The Clerk explained that she had already contacted the residents concerned and this matter would be rectified within the next few days.

- k) Report from the 12 month snagging meeting held at The Mease Pavilion on 18th September 2008 commencing at 11am, including information on the Final Figures and the Football Foundations End of Grant Claim Form.

The Clerk explained that the meeting had taken place at The Mease Pavilion as planned and 12 month snagging had been completed. The outstanding work would be completed within the next few weeks. After which time the retention money could be paid to the contractor if satisfactory.

The Clerk explained that final figures were now completed and all relevant information had been filed with the Football Foundation. The final Payment of £15,000.00 had also been received from the Football Foundation. The only items still outstanding to the Football Foundation were the Monitoring and Evaluation Forms.

l) Change in service to the Parish Council Waste Collection

The Clerk explained that the Lengthman had now moved and South Derbyshire District Council was required to pick up the village waste from the Village Hall. The Clerk explained that she had emailed Malcolm Chell at SDDC and the view was that the Parish Council would now require a large business wheelie bin the same as the Village Hall.

The Clerk explained that this would be at a cost of £260.00 + Vat for the year and would be emptied on a Tuesday morning. The Clerk explained that collection at present was costing £327.53 + Vat per year as the Parish Council were required by South Derbyshire District Council to purchase green bags for the village waste at an additional to the cost to the collection

Resolved: The Clerk to arrange for a business wheelie bin at the Village Hall site as soon as possible.

m) Naming of the Hilton Brook Open Space re email received from Zoe Sewter at South Derbyshire District Council on 23rd September 2008.

The Clerk read out a list of suggestions as follows:

Worm Wood
Brookside
Kingfisher Walk
The Mease Walk
The Mease Nature Reserve
Mill View - no
Mease Meadow
Marston View

Resolved: To call the Hilton Brook Open Space “The Mease Meadow”.
Resolved: The Clerk to email the chosen name to Zoe Sewter at South Derbyshire District Council

n) Complaint from resident with regards to graffiti, litter, speeding cars, dog fouling bins and what we spend the Council Tax on.

The Clerk explained that she had already replied via email on to the complainant on 22nd September 2008.

o) Police Office work commenced on 22nd September 2008, the build will take roughly 15 weeks.

The Clerk explained the above.

Resolved: The Clerk to write to The Police with regards to completing a Lease Agreement.

Items completed by the Clerk from the meeting dated 23rd July 2008

- a) Minute Number 645/08 – Chairpersons Report Item a. Information on The Mease Cracking Problem – The Clerk to contact Richard Placket at DPDS and Paul Hanson at Barlows with regards to our independent Structural Engineers report re the damp proof course – **The Clerk emailed R Placket and P Hanson on 8th August 2008. A further 12 month snagging meeting has been arranged for 18.09.2008 at 11am.**
- b) Minute Number 646/08/A – Environment and Green Space – Broken swing on the Main Street Childrens Play Area – **Repairs were completed on 24th August 2008**
- c) Minute Number 646/08/E – Recreation and Leisure – The Clerk to contact Chris Mason at SDDC with regards to the broken play equipment at the Village Hall site – **The Clerk emailed Chris Mason at SDDC on 12th August 2008 and reported the problems**
- d) Minute Number 645/08 – Reports from Councillor’s attending any other meetings – Cllr Kolkman attended the Toyota Liaison Meeting on 30th July 2008 commencing at 5.30
- e) Minute Number 646/08 – Clerk Report item a) – The Clerk to email the Webmaster and confirm that it was ok to amend the community pages contained within the Parish Council website – **The Clerk emailed the Webmaster on 12th August 2008 with regards to the changes**
- f) Minute Number 646/08 – Clerks Report item e) – The Clerk to confirm with Fairview to cut the trees on Back Lane by the ditch – **The Clerk completed the quote and returned it to Fairview on 7th August 2008 giving confirmation to continue with the work as per the quote**
- g) Minute Number 651/08 – Planning Matters for Discussion – The Clerk to email the Planning Dept at SDDC with the comments from Hilton Parish Council – **The Clerk emailed the Planning Dept at SDDC on 24th August 2008 with the comments**

11. Minute Number 671/08 - Derbyshire Association of Local Council’s

Resolved: To note the following DALC Circulars for information.

- a) Circular Number 30/2008
 - a. The Public Catalogue Foundation (PCF)
 - b. Clerk/RFO Vacancy – Stanley and Stanley Common Parish Council
- b) Circular Number 31/2008

- a. The Power of the promotion of economic social or environmental well being

- c) Circular Number 32/2008
 - a. Moving the date of English Local Government Elections to the date of the European Parliament Elections in 2009

- d) Circular Number 33/2008
 - a. DALC Training – New Clerks Introduction Course

Resolved: Cllr Kolkman to attend the New Clerks Introduction Course
Resolved: The Clerk to raise the payment and send to DALC as soon as possible.

- e) Circular Number 34/2008
 - a. Training 2008 – Law and Good Practice for Parish Councils an Introduction

- f) Circular Number 35/2008
 - a. Quality Parish and Town Council Scheme Accreditation, re-accreditation and training
 - b. Initial Accreditation
 - c. Re Accreditation Applications
 - d. Quality Council Training
 - e. Derbyshire Accreditation Panel

- g) Circular Number 36/2008
 - a. Being a good Councillor – Training Course, Saturday 8th November 2008, Hulland Ward Millennium Village Hall 9am to 3.30pm

Resolved: Cllr Bates to attend the Being a Good Councillor Training Course.
Resolved: The Clerk to raise the payment and send to DALC as soon as possible.

Lis on clerks course

- h) Circular Number 37/2008 – **MISSING NOT YET RECEIVED, WILL BE BACK DATED BY DALC AT A LATER DATE.**

- i) Circular Number 38/2008
 - a. Derbyshire County Training Partnership – Certificate in Local Council Administration (CiLCA)

- j) Circular Number 39/2008
 - a. Recruitment for new members of the Derbyshire and Derbyshire Local Access Forum (DADLAF)

- b. Parish and Town Council Training Needs
 - c. 2008/2009 Pay Negotiations
- k) Circular Number 40/2008
 - a. DALC Annual General Meeting on 6th September 2008, County Hall Matlock
 - b. National Minimum Wage Increase as of 1st October 2008
 - c. Appointment to the Commission for Rural Communities (CRC)
- l) Circular Number 41/2008
 - a. Election Day – Weekend Voting
 - b. Councillor’s Indemnity – Code of Conduct
- m) Circular Number 42/2008
 - a. Councillor’s Indemnity – Code of Conduct
 - b. Consultation on Direct Elections to English National Park and Broads Authority
- n) Circular Number 43/2008
 - a. Bt’s Proposal to re-align payphone provision
 - b. Mapperley Parish Council – Vacancy
 - c. Re-Advertisement – Council now to consider non CiLCA Applicants – Barrow up on Trent Vacancy for Clerk/RFO
- o) Circular Number 44/2008
 - a. Level of Burial Fees
 - b. Use of red diesel by Local Councils
- p) Circular 45/2008
 - a. Climate Change – The CO2 Message
 - b. East Midlands Espo 2008 – Acting on CO2 – The East Midlands Sustainable Development Event of the year Wednesday 19th November 2008 – 9.30am till 4.00pm – The Epic Centre, Lincolnshire Showground, LN2 2NA
 - c. The NALC response to the consultation on moving the date of English Local Government Elections to the date of the European Parliament Elections in 2009 (DALC Circular 32/2008)
 - d. Derbyshire Link (Local Information and Knowledge)
 - e. Vacancy for Clerk/RFO at Doveridge Parish Council
- q) Circular 46/2008
 - a. Affiliation/Membership of DALC/NALC
 - b. Subscription 2009/2010

Other DALC Information

- a) Derbyshire Association of Local Councils 62nd Annual General Meeting to be held in the Council Chambers at County Hall, Matlock on Saturday 6th September 2008, commencing at 11am
- b) The Playing Field Newsletter – Summer 2008

12. Minute Number 672/08 - Finance

A) Accounts for Payment:

Resolved: To note the following accounts for payment.

Cheque No:	Payee:	Description:	Amount
001408	Scribe 2000 Ltd	Subscription	£245.00
001409	Aucuba Landscapes	Maintenance	£1,336.87
001410	Hilton Village Hall	Room Hire	£270.07
001411	Flint Bishop Solicitors	Legal Fees	£203.75
001412	D J Atkinson	Mease Build	£3,462.76
001413	Cancelled		
001414 to 001417	Staff Salaries	Salaries	£2,488.04
001418	Hilton Village Hall	Room Hire	£75.88
001419	SDDC	Professional Fees	£60,667.60
001420	DALC	Clerk Training	£15.00
001421	Derby County Court	Legal Fees	£25.00
001422	Viking Direct	Stationery	£145.95
001423	Aucuba Landscapes	Maintenance	£573.12
001424	Mr Bexton	TAG Workshop	£95.00
001425	Inland Revenue	NIC's	£865.14
001426 to 001231	Staff Salaries	Salaries and NIC's	£3,608.20
001432	Fairview Arborists	Maintenance	£352.50

13. Minute Number 673/08 - Items for Information

Resolved: To note the following items for information.

- a) DCC – Autumn Term 2008 Brochure, Get on Course for Skills
- b) SDDC – Schedule Inspection Summary, Play Area, Main Street Hilton
- c) East Midlands Airport – Community and Environment Investment Report 2007/2008
- d) SDDC – Hilton Egginton Road – Flooding to Highway copy letter for info.
- e) SDDC – Annual Report 2007/2008
- f) DPDS – Copy letter to D J Atkinson for info
- g) Rosliston Forestry Centre – Nordic Walking Posters
- h) Government Office For the East Midlands – East Midlands Regional Plan (Regional Spatial Strategy) – Secretary of State's proposed changes published for consultation

- i) SDDC – Housing Service Open Day – Saturday 13th September 2008
11am to 3pm at Gresley, Gresley Wood Road, Church Gresley
- j) Victim Support Derbyshire – letter of information re service
- k) Focus – Peter Baines Ltd Insurance Documents for information
- l) Focus – Minutes of the Pre Contract Meeting on 14th August 2008 for information
- m) DPDS – Letter to D J Atkinson for information
- n) DPDS – Letter re Wall Tiles cracking in Shower Area 1,2,3,and 4 and how they intend to resolve this problem
- o) Department of Health – Poor diet and inactive lifestyle information
- p) DCC – Child car seat checking events – September 2008
- q) DCC – Derbyshire Young Achievers Award 2008
- r) SDDC – Playscheme provision October 2008
- s) Resignation of Cllr Plenderleith from Hilton Parish Council with immediate effect

All members of the Parish Council were extremely sorry to see Cllr Plenderleith standing down from the Parish Council. The Parish Council members thanked Cllr Plenderleith for all her hard work and support and wished her well for the future as one of Hiltons District Councillor.

14. Minute Number 674/08 - Items for discussion

- a) Community Environmental Action Projects – Undertaking of Disabled Access Surveys at a cost of £1,400.00 + Vat

Resolved: The Clerk to take no further action.

- b) The Sherwood Foresters Western Front Memorial Committee – Requesting a donation

Resolved: The Clerk to take no further action.

- c) 100 Pharmacy proposed for Hilton

Resolved: The Clerk to take no further action.

- d) SDDC – Date of the next South Derbyshire Area Forum – Etwall at Hilton Village Hall on 8th October 2008 commencing at 7pm

Resolved: Cllr Kolkman to attend on behalf of the Parish Council.

15. Planning Matters for Decision

- a) Reg No 9 2008 0176 – Proposed Development: Outline application for the demolition of the existing poultry unit and the erection of an egg packing station at Badger Farm, Willow Pit Lane, Hilton – ***APPEAL START DATE 15/07/2008***

Resolved: No Action to be taken by the Clerk

- b) Reg No 9 2008 0810 FH – The erection of an extension at Burnt Heath Farm, Burnt Heath, Hilton

Resolved: Hilton Parish Council had no objections

- c) Reg 9 2008 0810 FH - The erection of an extension at Burnt Heath Farm, Burnt Heath, Hilton – **REASON FOR RECONSULTATION: AMENDED ADDRESS**

Resolved: Hilton Parish Council had no objections

- d) Reg No 9 2008 0746 FH – The erection of an extension at 18 Windrush Road, Hilton

Resolved: Hilton Parish Council had no objections

- e) Reg No 9 2008 0725 FH – The erection of an extension at 19 Normandy Road, Hilton

Resolved: Hilton Parish Council had no objections

- f) Reg No 9 2008 0868 SMD – Amendment to part of phase one approved under planning permission 9 2006 1015 for the residential development at land adjacent to Don Amott Caravans Ltd, Egginton Road, Hilton

Resolved: Hilton Parish Council strongly objected on the grounds that there was still no recycling provision. There was a reduced number of houses but some houses only had 1 car parking space for example plot numbers 26,25,35 & 36. The proximity of the new houses to their car parking spaces also needed attention due to the fact that residents would park on the road in front of their houses to unload shopping etc, as this already happened in other areas around the village. The Public Open Space of 0.10 of an acre had also disappeared due to the shuffling around of the houses. This was totally unacceptable and consideration should be given to protect the Open Space.

- g) Reg No 9 2008 0870 FH – The erection of a conservatory at 35 Field Close, Hilton

Resolved: Hilton Parish Council had no objections

- h) Reg No 9 2008 0866 SGF – Outlined Application for the extension and alteration of existing buildings to form an egg packing facility at Badger Farm, Willow Pit Lane, Hilton

**Resolved: Hilton Parish Council strongly objected to the above Planning Application on the following grounds:
The alteration of the existing building would be more or less a completely new building that would not be in keeping with the area due to its total size, which would have a large impact on the surrounding area. It would also be a change of use from Agricultural to Industry which would also be detrimental to the surrounding area and totally contravenes the South Derbyshire District Council adopted Local Plan 1998. If this Planning**

Application was passed it would include operation hours which would mean that HGV' would have access to the site at all times restricted in the beginning, but there would be no safeguard if 24 hour operating hours were required in the future.

Again this would have an impact on the surrounding area with an increase of noise pollution, lighting pollution, pollution from more vehicles, and disturbance to the residents from extra traffic movements.

Not only does this Planning Application contravene the Adopted Local Plan but also the National Planning Policy Statement 7 which states that developments such as this are no longer acceptable. Hilton already has a large business park and this kind of operation would be best situated there, not in the middle of open countryside.

- i) Reg No 9 2008 0934 FH – The erection of an extension at Plumtree Cottage, Burnt Heath, Hilton

Resolved: Hilton Parish Council had no objections

- j) Reg No 9 2008 0917 FM – The erection of 3 dwellings on Mill Farm, Mill Lane, Hilton

Resolved: Hilton Parish Council object to this Planning Application in the first instance on the following grounds:

1) The 3 proposed dwellings would dominate the area and street scene, which would be detrimental as the appearance and size would not be within keeping of the surrounding area.

2) Dwelling number 3 would have a very small car parking facility allowing the vehicle to overhang the pavement.

However the Parish Council did suggest that with 2 slight amendments, this application would be acceptable as follows:

1) If this development was landscaped in a way that the foundations were lowered by at least one meter, this would reduce the dominance of the buildings against the surrounding area.

2) Dwelling number 3 needs to be moved back by at least one meter so that any vehicles would not overhang the pavement.

16. Minute Number 675/08 - Planning Matters for Information

Resolved: To note the following Planning matters for information.

- a) 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 – **HAS BEEN GRANTED**
- b) Reg No 9 2008 0565 FH – The erection of an extension at 61 Dale End Road, Hilton – **HAS BEEN GRANTED**
- c) Reg No 9 2008 0536 FH – The erection of an extension (amended scheme) at 29 Mill Lane, Hilton – **HAS BEEN GRANTED**

- d) Reg No 9 2008 0569 FH – The erection of an extension at 4 Mulberry Way, Hilton – **HAS BEEN GRANTED**
- e) Reg No 9 2008 0589 FH – The erection of an extension at 59 Dale End Road, Hilton – **HAS BEEN GRANTED**
- f) Reg No 9 2008 0546 FH – The erection of an extension at Hargate Manor Farm, Egginton Road, Hilton – **HAS BEEN GRANTED**
- g) Reg No 9 2008 0712 FH – The erection of a conservatory and porch at 5 Severn Drive, Hilton – **HAS BEEN GRANTED**
- h) Reg No 9 2008 0703 FH – The retention of a side extension (amendment to previously approved application 9 2006 0282_ at 10 Hawthorn Close, Hilton – **HAS BEEN REFUSED**

17. Minute Number 676/08 - Date of the next Meeting

Resolved: The next Hilton Parish Council Meeting will be held on 29th October 2008 commencing at 7pm at Hilton Village Hall

PART 2: EXEMP INFORMATION:

18. Minute Number 677/08 - Exempt Item

- a) Update on Outstanding Debtor

The Clerk updated the Parish Council Members on the progress to date.

- b) Update on the Clerks Certificate in Local Council Administration Course (CiLCA)

The Clerk updated the Parish Council Members on her progress to date.

- c) Update on the VAT position

The Clerk updated the Parish Council Members on the VAT position to date.

- d) Staffing Matters

- a. The Clerk explained that there had been an incident at the Village Hall site on Friday 28th August 2008 at 1.20pm concerning a member of staff.

- b. Send donation to Multiple Sclerosis Society at St. Mary's Nursing Home.

Resolved: The Parish Council Members to let the Clerk have their personal donations

- c. Update on John Walton's condition

The Clerk explained that John Walton had been in hospital, she explained that he was quite ill and she would be taking over his duties at Stapenhill Parish Council for the next month. The Parish Council Members wish him a speedy recovery.

CONFIRMATION: _____ **DATE:** _____