

**Hilton Parish Council**

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**MINUTES OF THE HILTON PARISH COUNCIL MEETING HELD ON WEDNESDAY 24<sup>TH</sup> JUNE 2009  
AT HILTON VILLAGE HALL COMMENCING AT 7.00PM**

**Present:**

Cllr Bates (in the Chair)

Cllr Hickinbotham, Cllr Smalley, Cllr Kolkman, Cllr Keery, Cllr Banton, Cllr Harvey, and Cllr Walton-Knight

1 District Councillor, 1 County Councilor, 2 PCSO's, Gill Hague from South Derbyshire District Council Planning Department, Jonathan Wood, Scott Bryden and Peter Eames from DSP Architects, Jonathan Neale from Aldi and Colin White from Connect Consultants. There were also 29 Members of the Public in attendance.

**AGENDA**

**PART 1 - NON EXEMPT INFORMATION**

**1. Minute Number 837/09 - To Receive Apologies for absence**

There were no Apologise for absence.

**2. Minute Number 838/09 - Variation of the Order of Business.**

***Resolved: To move forward Planning Matters for Decision to item 7 on the agenda so that the decision on the Aldi Application could be discussed whilst members of the public were still in attendance.***

**3. Minute Number 839/09 - Declaration of Members Interests.**

There were no Declarations of Members Interests.

**4. Minute Number 840/09 - Public Speaking.**

***Resolved: 30 minutes was set aside at the beginning of the meeting for members of the public to raise any views with regards to Planning Application Reg No 9 2009 0436 SRF – The erection of a proposed new class A1 food retail store with associated car park servicing and landscaping incorporating SDDC recycling area at land adjacent to Huntspill Road/The Mease, Hilton***

The Chair explained that there would firstly be a 10 minute presentation by DPS Architects and Aldi representatives. He then went onto introduce the guest speakers.

Scott Bryden from DSP Architect then completed the 10 minute presentation.

A number of residents expressed their objections and concerns regarding the planning application. All were advised to send their objections directly to SDDC, and their comments were noted.

***Resolved: A further 15 minutes Public Speaking was then given to discuss any other matters***

The Thames Way flooding problem was discussed by a resident

A resident commented that residents in Hatton had received information through their doors with regards to the new plans for the extension at the Village Hall.

A resident commented on the state of the pavements and street lighting within the village.

**Minute Number 840/09/A - Police Report:**

PCSO Hyde was in attendance at the meeting.

- She reported that the front wheels of a vehicle had been stolen
- There had been several incident of sausage meat and tuna being smeared on cars and properties
- There had been a break-in on the Industrial Estate
- A car stolen on Sutton Lane
- a further break-in on Marston Lane

All being investigated.

The Safer Neighbourhood Group had prioritised youths on bikes at the Village Hall and parking at the School for the next 3 month

It was reported a car for sale by Don Amotts and one on The Mease by the post Box, The Police to action this.

PCSO Hyde was asked if the Police could do anything about the parked cars on Wildhay Brook. PCSO Hyde then took vehicle registration numbers from the resident at the end of the meeting.

A Resident reported concerns of a man taking photographs of children on the Village Hall site on Tuesday 23<sup>rd</sup> June 2009, The PCSO said that this matter was being investigated.

**Minute Number 840/09/B - County Councillors Report:**

*Cllr Patten was present at the meeting.*

Next Environmental Forum would be held on 15<sup>th</sup> July 2009 at Findern Village Hall commencing at 6pm, this would be to discuss the Countryside and bio-diversity.

County Councils priority would be roads, transport and education provision.

**Minute Number 840/09/C - District Councillors Report:**

Cllr Patten was present at the meeting, Cllr Plenderleith sent her apologies.

**The Chair read out Cllr Plenderleith's report in her absence as follows:**

Parking and road safety remain a problem at the far end of Welland Road

Complaints are being received about the quality of grass cutting, especially roundabouts, the Mease verges and Avon Way play area. These concerns had now been fed through to Steve Shepherd at SDDC. The wet May and the fact that they are down to one mowing team are both being given as reasons.

Cllr Plenderleith had also been contacted by a resident who wanted to set up a 'Friends of Marston Cemetery' group to mow and maintain the ground at Marston Cemetery. Cllr Plenderleith had put the resident in contact with the Chief Executive of South Derbyshire District Council Mr Frank McArdle and they had already met to see how the group could be best established. It's understood that the resident was putting a request for volunteers in July's edition of the Hilton Directory.

Cllr Patten reported as follows:

- Next Highways Forum would be held on 25<sup>th</sup> June 2009 at South Derbyshire District Council Offices commencing at 10am. She explained that transport would not be discussed as planned, due to the fact that the bus companies were refusing to attend, they will only meet with Councillors and not residents.
- David Adkins the Footpaths Officer at South Derbyshire District Council would now be employed by the County Council working from the Willington Office.
- Hilton Harriers Representatives along with members of the Parish Council had attended a monitoring and evaluation meeting at the Football Association head quarters on Monday 22<sup>nd</sup> June 2009. The accounts for The Mease Pavilion 2008/2009 had just been completed and for the first year they were in profit.
- Any input to the Village Plan was most welcome, anybody interested in contributing should let Cllr Patten know and she would pass the details on to Cllr Plenderleith.
- The Area Meeting was being held on the same evening as the Parish Council Meeting. This was very disappointing as it always fell on the same night as a Hilton Parish Council Meeting.

Cllr Patten asked the Clerk to keep John Lemmon informed of any progress with regards to the Thames Way flooding problem and The Mease Football Pitch flooding problem.

Cllr Patten asked everybody present to support the Street Party on 4<sup>th</sup> July 2009. She explained that there would also be a cake baking competition.

**5. Minute Number 841/09 - To confirm the Non Exempt Minutes of the Parish Meeting, Annual Meeting and Monthly Meeting of Hilton Parish Council held on 20<sup>th</sup> May 2009**

***Resolved: The Non Exempt Minutes of the Hilton Annual Parish Meeting held on Wednesday 20th May 2009 having been circulated were approved and signed as a true record.***

***Resolved: The Non Exempt Minutes of the Annual Hilton Parish Council Meeting held on Wednesday 20th May 2009 having been circulated were approved and signed as a true record.***

***Resolved: The Non Exempt Minutes of the Monthly Hilton Parish Council Meeting held on Wednesday 20th May 2009 having been circulated were approved and signed as a true record.***

**6. Minute Number 842/09 - Chairpersons Report – Cllr Bates**

The Chair reported that he had attended the last Safer Neighbourhoods Meeting. He explained that car crime had risen and warned residents to secure their vehicles, however anti social behaviour in the area had fallen.

The Chair explained about the Hilton Community Action Group that had been formed to look at the Village Plan. He explained that the group had been dormant for a while as more Community Interest was needed.

## **7. Minute Number 843/09 - Planning Matters for Decision**

- a) Reg No 9 2009 0375 RX – Approval of reserved matters of application 9 2004 1515 for the change of design of the dwelling to include conservatory on plot 90 at area H23 and H 24 Former Hilton Depot, Hilton

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

- b) Reg No 9 2009 0434 FH – The erection of an extension at 57 Dale End Road, Hilton

**Resolved: Hilton Parish Council had an objection to the above planning application on the grounds that one window is not shown on the plan drawing. Hilton Parish Council recommended that the extension would infringe on the adjoining properties privacy and this would be of great concern**

- c) Reg No 9 2009 0438 L – The removal of a decayed ridge beam at The Old Talbot Public House, Main Street, Hilton

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

- d) Reg No 9 2009 0436 SRF – The erection of a proposed new class A1 food retail store with associated car park servicing and landscaping incorporating SDDC recycling area at land adjacent to Huntspill Road/The Mease, Hilton

**Resolved: Hilton Parish Council had no objections to the above planning application in principal. Providing that the proposal complements and fits in with the current street scene, and that other concerns highlighted by council members and local residents are addressed.**

**Hilton Parish Council request that the following amendments be made, as this type of facility is desperately needed within Hilton to form part of our much needed infrastructure:**

**The proposed white rendered building with a flat roof as it states in the current application submitted would not be in keeping with the surrounding area and would not fit in with the “heart of the village theme”.**

**The Parish Council would request that this be changed to a red brick building with a pitched roof the same as other Aldi buildings within the surrounding area, which was the design that Aldi originally proposed prior to the request from South Derbyshire District Council to change to the current design. This design would also be sympathetic to the materials used to build the other retail outlets on the adjoining Witham Close.**

**Hilton Parish Council requested that more high level and low level planting be installed around the site to screen the area as much as possible for the houses on Huntspill Road and the end of Welland Road opposite to the site.**

**Hilton Parish Council would like to see either an access only restriction situated on the junction of Huntspill Road, The Mease and the top of Welland Road to alleviate some of the traffic movement in and around this area, or perhaps ‘stop’ signs at the junction of Huntspill Road rather than ‘give way’ signs to restrict some of the speed and to control the traffic better. This would be in the interest of public safety.**

**Hilton Parish Council would request that some form of zebra crossing be installed around The Mease area near the proposed pedestrian access to the Aldi site as part of the planning application. This is to make safety provisions for the number of parents and children that are required to cross this very busy road and again would be in the interest of public safety.**

**It would also be beneficial to reduce the speed limit at the top of The Mease to 30 mph.**

**Hilton Parish Council would also like to see some form of bollard or gated system to the main entrance of the car park to the store, which would be closed when the store is not in use to prevent/curb some of the anti social behaviour that may exist within the area.**

**Hilton Parish Council would also request that more parking spaces for parents/children and the disabled be installed as part of the planning application, as only 3 child and 4 disabled spaces are quoted. With there already being 700 children at the local Primary School, this is not seen as adequate.**

**Hilton Parish Council would also like delivery lorries restricted on times that deliveries can be made to the store to avoid early mornings, school time, rush hour and late evenings.**

**Hilton Parish Council would also like a time restriction for the closing of the store to remain at 8pm and no consideration to be given for this to be extended to 10pm now or in the future as quoted in their design and access statement.**

**If all of the above can be resolved to a satisfactory conclusion, Hilton Parish Council would then be in a position to support this application.**

- e) Reg No 9 2009 0408 FH – The erection of a conservatory and alterations to existing garage at 8 Main Street, Hilton

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

- f) DCC – Proposed Installation of two temporary class room units at Hilton Primary School, Peacroft Lane, Hilton – Application No CD9/0509/27

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

- g) Reg No 9 2009 0419 NLI – The demolition of the existing building and erection of new workshop at Blakelow Farm, Sutton Lane, Hilton

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

- h) Reg No 9 2009 0440 FH - The erection of an extension and alterations at 132 Derby Road, Hilton

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

- i) Reg 9 2009 0469 FH – The erection of an extension at Burnt Heath Farm, Burnt Heath, Hilton

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

## **8. Minute Number 844/09 - Sub-Committee Reports**

### **A) Minute Number 844/09/A - Community Services – Cllr Banton, Cllr Kolkman, Cllr Keery and Cllr Bates**

- Village Hall management
  - 1) Fees for the hall

It was reported that the rates for the hire of the Village Hall had been increased by 20p per hour for non-commercial users and 25p per hour for commercial users. The rates for the Parish Council office have also risen to £45.00 per week.

- 2) The use of the MUGA for Tag

**Resolved: For TAG to use the MUGA with another team free of charge.**

- School Governors
- Marston on Dove Charity
- Safer Neighbourhoods and Neighbourhood Watch
- Community Information and Publicity

**B) Minute Number 844/09/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 844/09/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 there was a problem with a verge and hedge at the bottom of Witham Close which was not being maintained. This was behind the bus stop on one side and also on the opposite side of the road.

***Resolved: The Clerk to investigate who owns the land and send them a letter respectfully asking that this be maintained.***

- Environmental Issues

It was reported that the Main Road in the village had large pot holes appearing. This was also the same for Mill Lane.

***Resolved: The Clerk to contact the Highways Department at the County Council.***

- Recycling Facilities
- Dog and Litter Bin Provisions
- Lengthsman's Report

The Lengthsman asked who owns the mound on The Mease as it was in need of mowing.

***Resolved: The Clerk to contact Steve Sheppard and establish if it is their responsibility or the County Councils responsibility.***

- Hilton Dog Walking Group

It was reported that the group were now up and running with 52 members already signed up.

Thanks were given to Jane MacDonald for all her hard work in getting reduced priced supplies for members.

- Flood Liaison

**D) Minute Number 844/09/D - Village Infrastructure – Cllr Kolkman, Cllr Walton-Knight, Cllr Higginbotham and Cllr Harvey**

- Planning matters including the Village Plan
- New Road Adoptions
- Traffic Management and Parking

- Street Lighting
- Public Transport Provision
- Community Services

There was nothing to report.

**E) Minute Number 844/09/E - Recreation and Leisure – Cllr Kolkman, Cllr Keery, Cllr Banton and Cllr Harvey**

- Provision and maintenance of sport and leisure facilities

It was reported that the sweeping machine for the Tennis Courts had been repaired whilst still under warranty

**1) Cllr Hickinbotham**

**a) Mease Pavilion update**

Cllr Keery reported that she had attended the Football Association Meeting with regards to The Mease on behalf of the Parish Council. She explained that the meeting was to go through the monitoring and evaluation forms that the Clerk had completed some month previous with the help of Maxine Harlow the secretary for Hilton Harriers.

**b) Update on the Tennis Court**

It was reported that the rental in the first four months had been roughly £3,200.00. It was also reported that as of September 2009 there were only four hours still available, as it was almost fully booked up. However an advertisement in the Hilton and Dove Life was required to state the restrictions on the availability of the courts for tennis.

***Resolved: The Booking Clerk to advertise the availability of the courts for tennis in the next edition of the Hilton and Dove Life Magazine***

It was reported that the original contractors CSB Midlands would be visiting shortly to sort out the fencing problems with regards to the youths being able to climb over. However this problem had been lessened by the installation of the CCTV.

- Children play equipment

The Clerk explained that the climbing frame and the cup and saucer ride were damaged and this had already been reported to South Derbyshire District Council.

- Parish Council owned Parks and Landscaping

**F) Minute Number 844/09/F - Employment Issues – Cllr Bates, Cllr Kolkman**

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

There was nothing to report.

**9. Minute Number 845/09 - Reports from Councillor's that have attended any other Meetings.**

- Etwall Area Meeting – Cllr Bates, Cllr Banton and Cllr Kolkman

It was reported that it was very disappointing that no representative could be present at this meeting due to it falling on the same night as the Parish Council Meeting. The Chair explained that SDDC had requested that we move our meeting this evening, however this was not possible.

- Toyota Liaison – Cllr Bates and Cllr Kolkman  
There was nothing to report.
- Derby Airfield Consultative Committee – Cllr Walton-Knight  
There was nothing to report.

#### **10. Minute Number 846/09 - Clerks Reports**

- a) SDDC request to use the Tennis Court in September 2009.

Cllr Kolkman explained the situation on why SDDC were requesting the above.

**Resolved: SDDC to be given permission to use the Tennis Courts in September, however they will be charged in the future.**

- b) Avon Way Play Area & Island.

The Clerk explained that many complaints had been received with regards to the state of the play area. She explained that the grass had now been cut as agreed with Wimpey but only once per month, however an appalling job had been made. The Clerk explained that she had spoken to our contractor and he will do a 2 weekly cut for £48.00 or £60.00 to cut and collect.

**Resolved: The Clerk to ask Wimpey permission for the Parish Council to cut the play area 2 weekly**

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

- c) Flint Bishop – Lease for the Scouts Association

**Resolved: Paperwork with regards to the Land Registry signed at the Meeting**

**Resolved: The Clerk to post the information to the Solicitor at her earliest convenience.**

- d) Continuing flooding problems Thames Way

**Resolved: To accept second preference to fit a catch pot across the full width of the footway before the slope goes down to Thames Way and feed this into a 3m \* 3m soakaway on the recreation ground side of the path.**

**Resolved: The Clerk to inform Chris Mason at SDDC of the decision at her earliest convenience.**

- e) Take over of the Village Hall Site – Public Liability

**Resolved: Cllr Patten and Cllr Plenderleith to take this matter to Frank McArdle and Mark Alflat at SDDC.**

- f) Update on CiLCA Course

The Clerk informed the Parish Council Members that she had passed her exams for the Certificate in Local Council and Administration and was now a fully qualified Clerk.

- g) Parish Allowance – Authorisation to be given to the Clerk to write to DALC

**Resolved: The Clerk to write to DALC and explain the unfairness of the situation and to try and get the decisions with regards to Parish Allowance overturned..**

- h) Update on the dog bin Back Lane and Meadow Lane

The Clerk explained that the Dog Bin at the bottom of the Back Lane Playing Field has been replaced and the dog bin on Meadow Lane will be repaired within the next few days.

#### **11. Minute Number 847/09 - Derbyshire Association of Local Council's**

**Resolved: To note the Derbyshire Association of Local Council's circulars as per the agenda.**

**Resolved: The Clerk and Cllr Kolkman to attend VAT Workshop and Training, Circular 30/2009**

**Resolved: Cllr Bates, Cllr Kolkman, Cllr Smalley and Cllr Keery to attend Training Course, Responding to a Planning Application, Circular 31/2009.**

The Clerk explained that she was trying to re-arrange the Power of Well Being Training for as soon as possible.

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## **12. Minute Number 848/09 - Finance**

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

A) Accounts for Payment:

<b>Cheque No:</b>	<b>Payee:</b>	<b>Description:</b>	<b>Amount</b>
001577	Cancelled		
001578	Jay C Designs	CCTV - Village Hall	£3,595.00
001579	Jay C Designs	CCTV – Parish Council	£7,433.50
001580	Mitchell Industries	1Ltr s Stroke for Sweeper	£18.71
001581	Viking Direct	Stationery and Stamps	£400.75
001582	Aucuba Landscapes	Maintenance	£239.20
001583	Aucuba Landscapes	Maintenance	£504.56
001584	Hilton Village Hall	Room Hire	£26.25
001585 to 001589	Parish Council Allowance		£1,560.00
001590 to 001593	Salaries, Tax and NIC		£2,182.12

## **13. Minute Number 849/09 - Items for Information**

***Resolved to note Items for Information as per the agenda.***

### **14. Minute Number 850/09 - Items for discussion**

- a) DALC – Invitation to a workshop on Minerals and Waste Planning, from Derbyshire County Council and Derby City Council to be held at the County Hall Matlock on 20<sup>th</sup> July 2009 commencing at 9.30am

***Resolved: The Clerk to take no further action.***

- b) SDDC – Parish Lengthsman Scheme 2009/2010 allocation.

***Resolved: The Clerk replied on the 9<sup>th</sup> June 2009 accepting the allocation for the Financial Year 2009/2010.***

- c) Bruton Knowles – Wayleave Consent for the Scout Hut.

***Resolved: The Clerk signed and sent the consent form back on 1<sup>st</sup> June 2009***

- d) SDDC – Flood Liaison Meeting change of date to 11<sup>th</sup> November 2009 at the Council Chambers commencing at 10am.

***Resolved: Cllr Kolkman to attend.***

- e) SDDC – Area Forum Etwall Wednesday 24<sup>th</sup> June 2009 at the Village Hall Dalbury Lees commencing at 7pm.

***Resolved: The Clerk to take no further action.***

### **15. Minute Number 851/09 - Planning Matters for Information**

***Resolved: To note Planning Matters for Information as per the agenda.***

### **16. Date of the next Meeting**

***Resolved: The date of the next Hilton Parish Council Meeting will be held on 29<sup>th</sup> July 2009 at Hilton Village Hall commencing at 7pm.***

**PART 2: EXEMPT INFORMATION:**

***Resolved: To exclude the public it will be necessary to pass a resolution in the following terms:  
"In view of the confidential nature of the business about to be transacted, it is advisable in the public interest, that the press and public be temporarily excluded and they are instructed to withdraw from the meeting".***

**1. Minute Number 852/09 - Exempt Items**

- a) Parish Council Participation in the Village Forum

***Resolved: The Chair was given permission to speak with the producer of the Hilton on line Forum to discuss the way forwards.***

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

**CONFIRMATION:**

**DATE:**

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