

MINUTES OF THE HILTON PARISH COUNCIL MEETING HELD ON WEDNESDAY 28TH APRIL 2010 AT HILTON VILLAGE HALL COMMENCING AT 7.00PM

Present:

Cllr Bates (in the Chair)
Cllr Hickinbotham, Cllr Kolkman, Cllr Walton-Knight, Cllr Hickinbotham and Cllr Keery

2 District Council Representative 1 County Council Representative, 1 Burton Mail Representative and 9 Members of the Public were also in attendance.

AGENDA

PART 1 - NON EXEMPT INFORMATION

1. Minute Number 986/10 - To Receive Apologies for absence

Apologies were received and accepted from Cllr Harvey, Cllr Carter and Cllr Smalley.

2. Minute Number 987/10 - Variation of the Order of Business.

There were no Variations to the Order of Business.

3. Minute Number 988/10 - Declaration of Members Interests.

The Chair declared a Personal Interest in Item 10. Clerks Report, Item e. Cultivation License for land on the corner of The Mease and Welland Road. This was due to living in close proximity to the area.

The Vice Chair declared a Personal Interest in item 15. Planning Matters for Discussion, item c. Reg No 9 2010 0337 FH – The erection of an extension at 4 Mill Lane, Hilton and Item d. Reg No 9 2010 0317 TP – The pruning of trees protected under South Derbyshire District Councils Tree Preservation Order Number 161 at Hilton House Hotel, Mill Lane, Hilton. This was due to living in close proximity to the applications.

4. Minute Number 989/10 - Special Notice by the Chair for the late Cllr Geoff Banton

The Chair started the meeting by announcing the very sad passing of Councillor Geoff Banton who died last Friday 23rd April 2010.

Geoff had been a Parish Councillor in Hilton for two separate terms totalling over twenty years. Geoff was also Chair of the Marston on Dove Charity.

On behalf of the Parish Council the Chair offered our condolences to his wife and family and thanked them for Geoff's commitment and service to the people of Hilton & Marston.

Geoff's funeral will be held on 6th May 2010 at 1.15pm at St Mary's Church, Marston followed at 2.15pm at Bretby Crematorium

The Chair also said that we were saddened to hear about the death of Faith Murphy who died in a house fire on Welland Road on Thursday 22nd April 2010; our thoughts also go out to her family at this time.

The Chair then asked everyone to observe a minutes silence as a mark of respect before we continued the meeting.

5. Minute Number 990/10 - Public Speaking.

Minute Number 990/10/A - Public Speaking

Street party representatives present at the meeting explained the following:

- Looking to make the arrangements the same as the previous years Street Party.
- Would like to hold the event on 4th July 2010, opening the gates at 1.30pm for a 2.30pm start, and closing the gates at 6pm.
- Were looking into the availability of the Scouts Hut over the Village Hall due to it usually being booked out.
- The organisers would arrange for all rubbish to be cleaned off the site at the end of the day.

A member of the public requested to see a copy of the Parish Council Standing Orders. The Clerk replied that these could be viewed on request. The resident made arrangements with the Clerk to view them at their earliest convenience.

A resident asked if anything could be done with regards to the Recycling Centre on Main Street as it was a disgrace and looked a complete mess. They then asked if there would be further Recycling Centres within the village in the future. The Chair explained that the Clerk was already trying to resolve an incident of trade waste being dumped at the Main Street Recycling Centre. He also explained that there were plans to install a further Recycling Centre on the Aldi site as part of their planning application, there was already a recycling centre at the Mandarin and a further site was under consultation as part of the proposed park area on Welland Road/Humber Street.

A resident reported that the Main Street car park was being used for residential parking and asked if a height barrier could be installed. Cllr Patten replied that because parking was free at this car park, restriction measures could not be put in place.

Minute Number 990/10/B - Police Report

There were no Police Representatives present at the meeting.

The Clerk gave their report as Follows:

The enforceable lines to be installed outside the School are due to be completed shortly and the 20mph reduced speed limit signs have already been installed.

Minute Number 990/10/C - County Councillor Report

Cllr Patten was present at the meeting.

Cllr Patten gave her report as follows:

- Has any progress been made with regards to the footpath between Hoon Ridge and Hatton? A Councillor replied that the Councillor dealing with this matter was not at the meeting however they had already spoken to the local farmer.
- Village Welcome to Hilton sign – The Clerk was already dealing with this matter and it would be added to the Agenda on 26th May 2010.
- The new welcome sign for Hilton will be done shortly, Peter Leigh from the County Council is in contact with the Clerk.
- She attended an Education Visit along with Mike Langdon the Cabinet Member from the County Council and Mr Hilton the Head Teacher at Hilton Primary School, The meeting was to discuss resolving issues and went very well.
- If Japanese Knot Weed appears in someone's garden and spreads next door, this will be a civil matter and SDDC will not be responsible for this problem. However if it appears in open areas then SDDC will resolve the problem.
- Hilton Harriers would like permission to install a post box at The Mease Pavilion. The Clerk replied that she would add this matter to the agenda for the May 2010 meeting.
- There will be a Food and Drink Fair on 22nd and 23rd May 2010 at Featherstone Hall, Derby.
- Notification had been received with regards to the government cutting the capital grant from £258k to £190k per year which was very disappointing.

Minute Number 990/10/D - District Councillor Report

Cllr Plenderleith and Cllr Patten were in attendance

Cllr Plenderleith gave her report as follows:

- The Planning Application for the temporary Pharmacy had been passed by SDDC. The colour of the building at present is white, however this decision had been deferred. They were required to start planning immediately for a permanent structure and security had also been discussed in great detail.
- Been to visit the Children Centre today and can report that the new building had been completed and handed over, they will now start moving in during May 2010 ready for opening in the first week in June 2010.
- She had attended training on Historic Buildings which included training on the current Building Regulations which was very interesting.
- A couple of months ago a dog walker asked if posters could be put in the school to ask people to take bags with them when walking their dog, these posters had now been put up around the school.
- She attended a School Governors Meeting and the Financial Budgets were passed.
- There will be a Scrutiny Meeting on 12th May 2010 at Etwall Leisure Centre commencing at 6pm to discuss how the Leisure Centre is run. This will be a Public Meeting but unfortunately members of the public will not be able to speak. If anyone had any questions or issues to raise they must speak with Cllr Patten.

Cllr Plenderleith left the meeting at 8pm due to other commitments.

6. Minute Number 991/10 - To confirm the Non Exempt Minutes of the Hilton Parish Council Meeting held on 31st March 2010

Resolved: The Non Exempt Minutes of the Monthly Hilton Parish Council Meeting held on Wednesday 31st March 2010 having been circulated were approved and signed as a true record.

7. Minute Number 992/10 - Chairpersons Report – Cllr Bates

The Chair gave his report as follows:

- Attended Parish Council Liaison Meeting on Thursday 22nd April 2010. The Chair explained that the main item on the agenda was winter maintenance and that this year it had cost 5.5 million, when their normal yearly budget is only 3.5 million. Some Parish Councils may also be interested in getting involved in the County Councils Maintenance Program in the future to enhance the look of their own village, a consultation letter on this matter would be received by the Clerk/RFO shortly.
- Attended DALC Standing Order, Audit Return and Insurance Training along with the Clerk/RFO on 24th April 2010. The Chair explained that the Standing Orders would be changing as of the 29th May 2010 and the biggest changes were to Public Speaking for example, only one item could be raised by a member of the public which must be an item on the agenda they could then only speak for 3 minutes. The Chair also explained that in the future Agendas would not be posted on the notice boards until the Friday before the meeting as only 3 clear days were required and this could now include a Saturday. Items would now not be added to the agenda once they have been posted. The Chair explained that as usual Hilton Parish Council were praised for having all Policies and Procedures up to date and following good practice, this was mainly down to them having such a good and hard working Clerk/RFO.
- The Fire Authority were completing a presentation for free fire checks etc on the Tesco Car Park at Hilton, please see flyers around the village for information.
- The Chair will be attending a meeting on 4th May 2010 with the Chair of the Scouts Association to discuss the complaint letter received and the subsequent reply letter from the Parish Council as agreed at the March 2010 meeting. The Chair will then bring back to the 26th May 2010 Parish Council Meeting any item requiring a resolution.

8. Minute Number 993/10 - Committee Reports

A) Minute Number 993/10/A - Community Services – Cllr Kolkman, Cllr Keery and Cllr Bates

- Village Hall management

Cllr Kolkman gave the report as follows:

- The Village Hall is now registered for VAT, however this will not be passed on to the hirers until the new build is completed in approximately 12 months.
- Building Regulations have still not yet been completed.
- Trial Holes will be completed on 4th May 2010 at 8.30am. Ian Hey will be in attendance whilst the work is completed.
- The Lease Agreement signed by the Chair and Clerk has now been forwarded to the Solicitor who will deal with Judith Green at SDDC directly.

- School Governors

Resolved: Already discussed in Cllr Plenderleith's report above.

- Marston on Dove Charity
 - 1) 2 x vacancies for Hilton Parish Council

Resolved: Cllr Bates to be co-opted on to the Marston on Dove Charity at their next meeting.

Resolved: Members of the Parish Council to inform the Clerk if they wish to be a member on the Charity as soon as possible before being opened up to members of the public.

- Safer Neighbourhoods
 - 1) Next Meeting to be held on 8th June 2010 at Millennium Hall, Dalbury Lees commencing at 6.30pm.

- Community Information and Publicity
 - 1) Community Response Plan

Resolved: The Clerk to arrange a date for the Committee to meet and move this matter forwards.

B) Minute Number 993/10/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 993/10/C - Environment and Green Space – Cllr Walton-Knight, Cllr Bates and Cllr Smalley

- Maintenance of Public Footpaths, Cycle Paths, Greenway, Verges, Open Space, Trees and Hedges
 - 1) Siding and topping of the hedges around the Mill Lane Playing Field – The Clerk explained that this yearly maintenance would be completed shortly by Aucuba Landscapes.
 - 2) Tree at the entrance to main street playing field – The Clerk explained that this will be felled sometime next week as already agreed at a previous Parish Council Meeting
- Environmental Issues
- Recycling Facilities
- Dog and Litter Bin Provisions
- Lengthsman's Report
 - 1) Training update – The Clerk explained about the Groundsman NVQ Training, and how pleased she was with his progress to date.
 - 2) Maintenance of the Tennis Court – The sand was purchased and brushed into the Tennis Courts to fulfill the yearly maintenance of the surface. This was completed by Lengthsman and Groundsman.

The Lengthsman reported that the hedges around Percywood Close and Sutton Lane had still not been cut by SDDC.

Thanks were given to the Lengthsman and Groundsman for attending Darcy Bunnies Play Group to discuss with the Children how important it was not to litter. They will be contacting the Clerk shortly to set up another visit.

- Hilton Dog Walking Group – Cllr Walton-Knight

He gave his report as follows:

- 3 members of the group attended a Findern Footpaths Meeting on 1st April 2010 at the Findern Parish Rooms commencing at 7pm after an invitation to discuss how Hilton Dog Walking Group was set up and how this had worked.
- Written confirmation to use the Back Lane Playing Field had not yet been received for the dog show. The booking Clerk replied that permission had already been given in the Parish Council Meeting.
- Numbers for the group are slowly increasing.
- Flood Liaison

D) Minute Number 993/10/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

There was nothing to report.

E) Minute Number 993/10/E - Recreation and Leisure – Cllr Kolkman, Cllr Keery, Cllr Smalley and Cllr Harvey

- Provision and maintenance of sport and leisure facilities

1) *Cllr Hickinbotham*
a) *Mease Pavilion update*

It was reported that the CCTV had now been repaired.

Resolved: The Clerk to add permission to install a post box to the 26th May 2010 agenda

- Children play equipment
 - a) The safety matting under the basket swing required repairs which was completed on Friday 23rd April 2010 after it was vandalised.
- Parish Council owned Parks and Landscaping

F) Minute Number 993/10/F - Employment Issues – Cllr Bates and Cllr Kolkman

- Contracts of Employment
- Staffing Arrangements
- Employment Law changes

- Employment issues
- Training

There was nothing to report.

9. Minute Number 994/10 - Reports from Councillor's that have attended any other Meetings.

- Etwall Area Meeting – Cllr Bates, and Cllr Kolkman

There was nothing to report.

- Toyota Liaison – Cllr Bates and Cllr Kolkman

There was nothing to report.

- Derby Airfield Consultative Committee – Cllr Walton-Knight

A parishioner had complained of aircraft noise arising from the Derby Aero Club at the February meeting of Hilton Parish Council. Cllr Walton-Knight was actioned to meet with representatives of the club and investigate the matter.

Unfortunately Cllr Walton-Knight was unable to meet with representatives of the club during March, but a meeting was arranged in early April. Prior to the meeting noisy aircraft movements and offending aircraft registration numbers had been noted. The meeting was held at the Aero Club soon after Easter when specific aircraft and their movements were discussed. The conditions that had created the offending noise were firstly a strong northwesterly wind necessitating the use of the "New Circuit 10/28", which is a low close circuit and a relatively noisy aircraft. The wind had possibly caused the aircraft to drift towards Hilton at the northwest corner of the circuit and the wind would have "blown" the noise towards the village. The representatives were sorry if noise had caused offence and steps would be taken to restrict the use of the identified aircraft in flying circuit training.

Egginton airfield circuit maps were circulated and retained by the Clerk for future reference.

10. Minute Number 995/10 - Clerks Reports

- Resignation of a Parish Council – Elaina Harvey re moving away from the village.

Resolved: The Clerk to send Cllr Harvey a letter of thanks for her work and support on the Parish Council.

- Letter from resident with regards to Allotment provision within Hilton

Resolved: The Clerk to reply to the resident asking if they would be interested in starting an Allotment Association for Hilton.

Resolved: The Clerk to keep a list of residents interested in Allotments within Hilton.

- Lighting on Lucas Lane update

Resolved: The Clerk to take no further action as Cllr Patten was still investigating this matter.

- Hilton Street Party

Resolved: The Booking Clerk to speak with the Village Hall Committee with regards to the availability of the hall on 4th July 2010.

Resolved: The Parish Council gave permission for the Street Party to use the facilities the same as in 2009

- Cultivation License for land on the corner of The Mease & Welland Road

Resolved: The Clerk to apply for a Cultivation License as soon as possible.

- Update on the Welland Road/Humber Street Park

It was reported that a public consultation would be completed shortly.

- Locking the gates on Main Street Play area

Resolved: Hilton Parish Council agreed for the gates to be locked.

Items completed by the Clerk from the meeting dated 31st March 2010.

Resolved: To note the following information.

- Minute Number 975/10/D – Village Infrastructure – The Clerk to contact Cllr Patten with regards to lighting issues on Lucas Lane – The Clerk emailed Cllr Patten on 21.04.10
- Minute Number 977/10 – Clerks Report – Agreement for the sale of land at Hilton Village Hall to be signed – This was completed on 10.04.10
- Minute Number 977/10 – Clerks Report – Letter of reply to the Scouts Association – This was completed on 10.04.10
- Minute Number 977/10 – Clerks Report – Order and installation of a dog bin for the jitty between the Old Talbot Public House and Field Close. – Order placed by the Clerk on 21.04.10

- e. Minute Number 977/10 – Clerks Report – The order and installation of 1 dog bin for The Mease and the installation of the spare dog bin on The Mease – The Clerk emailed SDDC on 21.04.10
- f. Minute Number 978/10 – DALC Circulars – Cllr Bates to be booked on the Parish Council Liaison Meeting – The Clerk emailed confirmation on 06.04.10
- g. Minute Number 978/10 – DALC Circulars – Cllr Bates and the Clerk to be booked on the Standing Orders Training Course – The Clerk sent confirmation and payment on 06.04.2010
- h. Minute Number 982/10 – Planning Matters for Discussion – The Clerk to email Hilton Parish Council Comments to the Planning Department – The Clerk emailed the Planning Department on 06.04.2010

11. Minute Number 996/10 - Derbyshire Association of Local Council's

There was nothing to report.

12. Minute Number 997/10 - Finance

- A) Accounts for Payment

Resolved: To note the following payments.

Cheque No	Payee	Description	Amount
001735	DALC	Training	£60.00
001736	Hilton Village Hall	Room Hire	£107.80
001737	Tax and Nic's		£851.92
001738	Midland CSB	Sand for maintenance	£176.25
001739	Aucuba	Maintenance	£522.87
001740	Aucuba	Maintenance	£515.53
001741	Cancelled		
001742	Cancelled		
001743	Aucuba	Maintenance	£555.77
001744	Aon Ltd	Insurance	£6,795.81
001745	DALC	Standing Orders	£26.50
001746	Viking Direct	Stationery	£511.81
001747 to 001759	Salaries, Nic's and Parish Allowances		£4,906.93

13. Minute Number 998/10 - Items for Information

Resolved: To note the following information.

- a. Rosliston Forestry Centre – Activity Posters
- b. SDDC – Healthier South Derbyshire Body M.O.T's free health checks
- c. SDDC – Parliamentary Election 6th May 2010 information
- d. SDDC – Homefinder information
- e. Kompan – Playground Park and Recreation product magazine
- f. SDDC – South Derbyshire LDF Core Strategy extended to 28th May 2010
- g. Land Registry – Register your property information
- h. SDDC – Tenant Content Insurance Posters
- i. SDDC – Mobile Visiting Service Information
- j. SDDC – Parliamentary Elections – 6th May 2010, Statement of Persons Nominated and Notice of Poll
- k. Clerks and Council Direct – March 2010 magazine

14. Minute Number 999/10 - Items for discussion

- a. SDDC – Annual Civic Council Meeting – to be held at Swadlincote Town Hall, The Delph, Swadlincote on 27th May 2010 commencing at 6pm.

Resolved: The Chair of Hilton Parish Council to attend on behalf of Hilton Parish Council

15. Minute Number 1000/10 - Planning Matters for Decision

- a. Reg No 9 2010 0352 Z – Application for lawful development certificate to determine if the change of classification from A5 to A2 is lawful at 18 Witham Close, Hilton

Resolved: Hilton Parish Council had no objections to the above Planning Application.

- b. Reg No 9 2010 0353 No – The retention of two flues at 18 + 20 (units 1 & 2) Witham Close, Hilton

Resolved: Hilton Parish Council had no objections to the above Planning Application.

- c. Reg No 9 2010 0337 FH – The erection of an extension at 4 Mill Lane, Hilton

Resolved: Hilton Parish Council had no objections to the above Planning Application.

- d. Reg No 9 2010 0317 TP – The pruning of trees protected under South Derbyshire District Councils Tree Preservation Order Number 161 at Hilton House Hotel, Mill Lane, Hilton

Resolved: Hilton Parish Council had no objections to the above Planning Application.

16. Minute Number 1001/10 - Planning Matters for Information

Resolved: To note the following information.

- a. Reg No 9 2010 0120 No – The erection of a temporary building for use as a pharmacy at Wellbrook Medical Centre, Welland Road, Hilton – Development Control Committee Site Visit on Tuesday 20th April 2010 commencing at 4.20pm
- b. Reg No 9 2010 0081 B – The removal of condition 7 of planning permission 9 2009 0436 on land adjacent to Huntspill Road, Hilton – HAS BEEN GRANTED
- c. Reg No 9 2010 0119 No – The erection of extensions and internal works to provide a café and addition to the hall incorporating a library, resource centre and a new main entrance at Hilton Village Hall, Hilton – HAS BEEN GRANTED
- d. Reg No 9 2010 0150 NA – The erection of a general purpose agricultural building at Blakelow Farm, Sutton Lane, Hilton – HAS BEEN GRANTED
- e. Reg No 9 2010 0088 FM – Erection of an extension at 14 Ribble Close, Hilton – HAS BEEN GRANTED
- f. Reg No 9 2010 0078 FH – The erection of a conservatory at 8 Trusley Brook, Hilton – HAS BEEN GRANTED
- g. Reg No 9 2010 0033 FH – The erection of an extension at 20 Bren Way, Hilton – HAS BEEN GRANTED

16. Minute Number 1002/10 - Date of the next Meeting

Resolved: The date of the next Hilton Parish Council Meetings will be held on 26th May 2010 at Hilton Village Hall as follows:

- **Village Parish Council Meeting commencing at 6.30pm**
- **Annual Parish Council Meeting commencing at 6.45pm**
- **Monthly Parish Council Meeting commencing at 7.15pm**

Resolved: To offer tea and coffee at this meeting.

Signature.....Date.....