

**MINUTES OF THE ANNUAL MEETING OF HILTON PARISH COUNCIL HELD ON WEDNESDAY 26TH MAY 2010 AT
HILTON VILLAGE HALL COMMENCING AT 6.45PM**

Present:

Cllr Bates (in the Chair)
Cllr Walton-Knight, Cllr Carter, Cllr Keery and Cllr Smalley

2 District Council Representative, 1 County Councillor, 1 Burton Mail Representative and 5 Members of the Public were also in attendance.

PART 1 - NON EXEMPT INFORMATION

1. Minute Number 1010/10 - Election of the Chairperson for the year 2010/2011 and the completion of the Declaration of Acceptance of Office

Resolved: That Cllr James Bates be elected as Chairperson to Hilton Parish Council for the ensuing year. (Cllr Bates thereupon occupied the Chair)

Resolved: In accordance with the Local Government Act 1972 Cllr Bates read and signed the Declaration of Acceptance of Office before the Clerk.

2. Minute Number 1011/10 - Election of the Vice Chairperson for the year 2010/2011 and the completion of the Declaration of Acceptance of Office

Resolved: That Cllr Lis Kolkman be elected as Vice - Chairperson to Hilton Parish Council for the ensuing year.

Resolved: In accordance with the Local Government Act 1972 Cllr Kolkman would be asked by the Clerk to read and signed the Declaration of Acceptance of Office on Thursday 27th May 2010 due to her absence at the meeting.

3. Minute Number 1012/10 - To receive apologies for absence

Apologies were received and accepted from Cllr Hickinbotham and Cllr Kolkman

4. Minute Number 1013/10 - Variation of the Order of Business

There were no Variations to the Order of Business.

5. Minute Number 1014/10 - Declaration of Members Interests.

There were no Declarations of Members Interested.

6. Minute Number 1015/10 - Public Speaking.

Minute Number 1015/10/A - Public Speaking

A resident raised the section of Public Speaking contained within the new Standing Orders and asked how this would work in the future.

A lengthy discussion then took place on how Public Speaking would work during Parish Council Meetings in the future.

Minute Number 1015/10/B - Police Report

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

Minute Number 1015/10/C - County Councillors Report

Cllr Patten was in attendance and there was nothing to report.

Minute Number 1015/10/D - District Councillors Report

Cllr Plenderleith and Cllr Patten were in attendance and there was nothing to report.

7. Minute Number 1016/10 - Election of Committees and Representatives to other Bodies for the year 2010/2011

Resolved: That the under mentioned Councillor's constitute membership of the following Committees for the ensuing year.

- A) Community Services covering the following:
- Village Hall Management
 - School Governors
 - Safer Neighbourhoods
 - Community Information and Publicity

Resolved: Cllr Bates, Cllr Kolkman, Cllr Keery and the Clerk.

- B) Finance covering the following:
- 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

Resolved: Cllr Bates, Cllr Kolkman, Cllr Keery, Cllr Smalley and the Clerk.

- C) Environment and Green Space covering the following:
- Maintenance of Public Footpaths, Cycle Paths, Greenway, Verges, Open Space, Trees and Hedges
 - Environmental Issues
 - Recycling Facilities
 - Dog and Litterbin Provisions
 - Lengthsman Report

Resolved: Cllr Bates, Cllr Smalley, Cllr Walton-Knight, Cllr Carter and the Clerk.

- D) Village Infrastructure covering the following:
- Planning matters including the Village Plan
 - New Road Adoptions
 - Traffic Management and Parking
 - Street Lighting
 - Public Transport Provision

Resolved: Cllr Kolkman, Cllr Walton-Knight, Cllr Higginbotham, Cllr Carter and the Clerk

- E) Recreation and Leisure covering the following:
- Provision of sport and leisure facilities
 - Childrens play equipment
 - Parish Council owned Parks and Landscapes

Resolved: Cllr Smalley, Cllr Keery, Cllr Hickinbotham and the Clerk.

- F) Employment Issues
- Contracts of Employment
 - Staffing Arrangements
 - Employment Law changes
 - Employment issues
 - Training

Resolved: The Chair the Vice Chair and the Clerk.

Appointment of Representatives to Outside Bodies

Resolved: That the under mentioned representatives be appointed to the Outside Bodies detailed below for the ensuing year.

- Etwall Area Meeting

Resolved: Cllr Bates and Cllr Kolkman

- Toyota Liaison

Resolved: Chair and Vice Chair

- Derby Airfield Consultative Committee

Resolved: Cllr Walton-Knight

- The Mease Management Committee

Resolved: Cllr Hickinbotham

- Marston on Dove and Relief in Need Charity

Resolved: Cllr Bates

- Hilton Dog Walking Group

Resolved: Cllr Walton-Knight

8. Minute Number 1017/10 - Completion of the Declaration of Acceptance of Office for all other Members

Resolved: All members present other than the Chairperson and Vice-Chairperson took a declaration of acceptance of office before the Clerk and signed the appropriate Declaration of Acceptance of Office form held by the Clerk.

9. Minute Number 1018/10 - Adoption of the Local Authority (Model Code of Conduct) Order 2007 (SI N01159) including 12 (2) for the year 2010/2011

Resolved: To adopt the Local Authority (Model Code of Conduct) Order 2007 (SI N01159) including paragraph 12 (2).

10. Minute Number 1019/10 - Adoption of the Financial Regulations for the year 2010/2011

Resolved: To adopt the Hilton Parish Council Financial Regulations for the ensuing year.

11. Minute Number 1020/10 - Adoption of Hilton Parish Councils Standing Orders and Chairmanship for the year 2010/2011.

Resolved: To adopt the Hilton Parish Council new Standing Orders for the ensuing year.

12. Minute Number 1021/10 - Adoption of the Complaints Procedure for the year 2010/2011

Resolved: To adopt the Hilton Parish Council Complaints Procedure for the ensuing year.

13. Minute Number 1022/10 - Adoption of the H&S Policy for the year 2010/2011

Resolved: To adopt the Hilton Parish Council H & S Policy for the ensuing year.

14. Minute Number 1023/10 - Adoption of the Freedom of information Policy for handling requests and supporting information for the year 2010/2011

Resolved: To adopt the Hilton Parish Council Freedom of Information Policy for the ensuing year.

15. Minute Number 1024/10 - Adoption of the Data Protection Policy for the year 2010/2011

Resolved: To adopt the Hilton Parish Council Data Protection Policy for the ensuing year.

16. Minute Number 1025/10 - Adoption of the Recruitment, Selection, Equality and Diversity Policy for the year 2010/2011

Resolved: To adopt the Hilton Parish Council Recruitment, Selection, Equality and Diversity Policy for the ensuing year.

17. Minute Number 1026/10 - Adoption of the Information Security Policy for the year 2010/2011

Resolved: To adopt the Hilton Parish Council Information Security Policy for the ensuing year.

18. Minute Number 1027/10 - Adoption of the Internal Policy relating to the delivery of Services for the year 2010/2011

Resolved: To adopt the Hilton Parish Council Internal Policy relating to the Delivery of Services for the ensuing year.

19. Minute Number 1028/10 - Adoption of the Record Management Policy for the year 2010/2011

Resolved: To adopt the Hilton Parish Council Record Management Policy for the ensuing year.

20. Minute Number 1029/10 - Adoption of the Parish Council Risk Assessment System

Resolved: To adopt the Hilton Parish Council Risk Assessment System for the ensuing year.

21. Minute Number 1030/10 - Date of the next Annual Meeting of Hilton Parish Council

Resolved: The date of the next Village Meeting of Hilton Parish Council will be held in May 2011 date to be confirmed nearer the time.

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