

Hilton Parish Council
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Present:

Cllr Bates (in the Chair)
Cllr Hickinbotham, Cllr Carter, Cllr Day, Cllr Smith, Cllr Keery and Cllr Smalley

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

PART 1 - NON EXEMPT INFORMATION

1. Minute Number 1085/10 - To Receive Apologies for absence.

Apologies were received and accepted from Cllr Walton-Knight.

2. Minute Number 1086/10 - Variation of the Order of Business.

There was no Variation to the Order of Business.

3. Minute Number 1087/10 - Declaration of Members Interests.

Resolved: Cllr Keery declared a Personal and Prejudicial Interest in Item 10 – Clerks Report, Item M – TAG – free usage of the Astro Turf for the Financial Year 2010/2011.

Resolved: Cllr Keery declare a Prejudicial Interest in item 10 – Clerk Report item – Darcy Bunnies – free usage of the Astro Turf for the Financial Year 2010/2011.

4. Minute Number 1088/10 - Public Speaking.

Minute Number 1088/10/A - Public Speaking

Cllr Keery having declared a Personal and Prejudicial Interest in item 10 – Clerks Report, item M – TAG – free usage of the Astro Turf for the Financial Year 2010/2011 made her representation as follows:

Ref: Previous Hilton Parish Council Minutes dated 24th June 2009 - Minute Number 844/09/A – Community Services

Cllr Keery reported that TAG had been using the Astro Turf free of charge for the past 18 months as agreed in a previous Parish Council Meeting. She explained that TAG was a non profit making organisation and if the Parish Council did not agree to this for the future they would not be able to offer this provision to the young people at TAG as they had no extra funding. Cllr Keery asked the Parish Council to consider the free usage of the Astro Turf on the understanding that if a paid booking for the specific time and dates was taken by the Clerk for the Astro Turf then this would take precedence over TAG's booking.

Cllr Keery did not want to give a representation with regards to Item 10 – Clerk Report, item O – Darcy Bunnies – free usage of the Astro Turf for the financial Year 2010/2011.

Minute Number 1088/10/B - Police Report

There were no Police Representatives present at the meeting.

The Clerk read out their report as follows:

4x Theft: - Coping stones stolen from garden wall / Milk stolen from doorstep / Pedal cycle and sat nav stolen from insecure vehicle – offenders have been identified / theft of diesel from insecure tank.

3x Damage: - x2 cars scratched and damage to fencing.

1x Non dwelling burglary: - Caravan in rear garden entered by forcing windows items stolen.

2x Dwelling burglaries: - Offenders enter 2 insecure houses through the night- arrested same night.
2x Cats injured by being shot with air rifle.

Minute Number 1088/10/C - County Councillors Report

Cllr Patten was present at the meeting and gave her report as follows:

- She reported on the A50 Island where the lorries keep overturning. She explained that she had requested an officer attend the next Parish Council Meeting to inform the Parish Council what safety measures would be installed in the future. She said that at the moment it was looking like the overturned vehicles were down to driver error.
- She reported that she would continue trying to obtain information from Trent Barton Bus Company as no further information had been forthcoming.
- She reported that at the last Fire Authority Meeting it had been brought to her attention that there had been an increase in deliberate wheelie bin fires. Although this was not a problem in Hilton at the moment she would be adding something to the Hilton Directory warning residents of the problem.
- She reported that there had been an increase in dog fouling on The Mease Football Pitches. Cllr Patten asked the Dog Walking Group if they could patrol this area to see what they could find out.

Minute Number 1088/10/D - District Councillors Report

Cllr Plenderleith and Cllr Patten were in attendance at the meeting.

Cllr Plenderleith gave her report as follows:

- She explained that it had been a busy few weeks trying to resolve the Broadband situation. She explained that they had completed a funding application with EMDA however this had now been superseded by BT as they had agreed to upgrade the Etwall exchange in their fibre optic Broadband roll out program by 2011. She explained that this would allow up to 40meg speed or potentially 60meg. Thanks were given to Cllr Plenderleith for all her help, support and persistence in resolving this issue.
- She reported that she had been contacted by a resident who was not very happy about the relocation of the notice board from by the post box on The Mease.
- She reported that she had been contacted by a resident with regards to the street lighting at the bottom of Welland Road. She explained that Cllr Patten was dealing with this matter.

5. Minute Number 1089/10 - To confirm the Non Exempt Minutes of the Village Meeting, Annual Meeting and Monthly Meeting of Hilton Parish Council held on 21st July 2010

Resolved: The Non Exempt Minutes of the Hilton Parish Council Monthly Meeting held on Wednesday 21st July 2010 having been circulated were approved and signed as a true record.

6. Minute Number 1090/10 - Election of 1 Councillor on the following committees for the ensuing year

- a) Community Services Committee

Resolved: Cllr Smith to join the Community Services Committee with immediate affect.

- b) Finance Committee

Resolved: Cllr Day to join the Finance Committee with immediate affect.

- c) Village Infrastructure Committee

Resolved: Cllr Smith to join the Village Infrastructure Committee with immediate affect

7. Minute Number 1091/10 - Chairpersons Report – Cllr Bates

Cllr Bates gave his report as follows:

- He reported that he had attended the last Safer Neighbourhoods Meeting. He explained that there had been a good turn out and Hilton had remained a priority again. He also reported that both the TAG Group and the Scouts Association funding applications had been approved.
- He reported that meetings had taken place on 15th September 2010 to discuss the Community Response Plan and the current Lengthsman's Review.
- He reported that the Marston on Dove Relief in Need Charity held a meeting on 21st September 2010, whereby Cllr Bates was voted as Chair.
- He reported that a few had attended the Toyota Echo Open Day on Sunday 26th September 2010.
- He reported that he had been invited by Toyota to Pride Park to watch Derby County play and he was happy to report that they had won again.
- He reported that Karen Blount was leaving Toyota after 19 years service at the end of October 2010 and he had met her successor the previous night.

8. Minute Number 1092/10 - Committee Reports

A) Minute Number 1092/10/A - Community Services – Cllr Bates, Cllr Keery and the Clerk to the Parish Council

- Village Hall management

Cllr Smalley gave his report as follows:

- He reported that they had a meeting a few weeks ago with Blair Gratton to discuss the Engineers Report.
- He reported that this meeting was to decide where the electrics were required in the new building.
- He reported that they hoped to have the tenders out and back for the electrical work by the end of October 2010.
- He reported that the building work would not commence until the New Year as the project was a bit behind schedule.

- School Governors

Cllr Plenderleith gave her report as follows:

- She reported that the school was not a full as reported in the local press however they had no more class rooms.
- She reported that both she and Cllr Patten had been working hard to bring in Mike Longdon the Cabinet Member for education at the County Council to make him aware of the situation of too many children before it hits. She explained that there would be a meeting with him shortly.
- She reported that the school is currently being extended to accommodate a larger library and a medical room.
- She reported that at the AGM Bob Gallier was elected as the Chairperson and Cllr Plenderleith had been elected as the Vice Chairperson.

- Safer Neighbourhoods
 - Community Information and Publicity
- 1) Community Response Plan

- To advertise for volunteers and equipment that may be required in a case of a Civil Emergency

The Clerk explained that the Community Services Committee held a meeting on 15th September 2010 to discuss moving forward with the Community Response Plan. The Clerk explained that to complete this documentation volunteer Doctors, Nurses, Firefighters etc were required. The Clerk asked the Parish Council for permission to advertise on the Parish Council notice boards for the relevant Volunteers and equipment.

Resolved: The Clerk to advertise for volunteers on the Parish Council notice boards, the Hilton and Dove Life directory, the Hilton Forum and the Parish Council Website.

Cllr Patten reported that the East Midlands Airport Terrorism Hotline number was 07796 336919. She urged anyone who notices anything suspicious to call this number.

B) Minute Number 1092/10/B - Finance - Cllr Bates, Cllr Keery, 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

The Clerk gave out a copy of the most recent accounts for approval by the Parish Council.

Resolved: The Accounts for the first quarter were approved by Hilton Parish Council.

The Clerk reported for information, that the tennis courts to date had made an income of £13,212.50 since being refurbish in February 2009 to date.

The Clerk reported that she had compared the periods of 1st April 2009 to 30th July 2009 to 1st April 2010 to 30 July 2010 for the Astro Turf usage as follows:

Received income during the period 1 st April 2009 to 30 th July 2009	= £1,986.00	
Received income during the period of 1 st April 2010 to 30 th July 2010	= £2,141.00	
Total	= £155.00	more received in the same period this year.

- Audit of the end of year Financial Accounts

The Clerk reported that the Annual Return for the Financial Year 2009/2010 had now been received back from the Audit Commission and reported on the contents as follows:

External Auditors Report:

On the basis of the Audit Commissions review, in their opinion the information contained in the Annual Return is in accordance with the Audit Commissions requirements and no matters have come to their attention giving any cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting the Audit Commissions opinion which are drawn to the attention of the Council:

The accounting statements are produced on an Income and Expenditure basis. VAT should not be included in the income or expenditure.

The Clerk explained that at the end of the financial year Debtors and Creditors formed part of the Accounts as we were over the £200,000.00 for the three year period allowed. She explained that in the past VAT had always been included as a debt due for the Financial Period, however due to a change in the rules this was now not to be included as such and would not be recorded in the 2010/2011 accounts. The Clerk had already informed the Internal Auditor of this position. The Clerk then asked the Members to approve the Annual Return Section 3 External Auditors Certificate and Opinions, for the Financial Year 2009/2010. Resolved to Accept

Resolved: Section 3 of the Annual Return was approved by Hilton Parish Council.

Resolved: The Clerk to get clarification from the Audit Commission with regards to the VAT position so that this matter can be reported correctly in 2010/2011 as per the Auditors comments.

C) Minute Number 1092/10/C - Environment and Green Space – Cllr Bates, Cllr Walton-Knight, Cllr Carter, Cllr Smalley and the Clerk to the Parish Council

- Maintenance of Public Footpaths, Cycle Paths, Greenway, Verges, Open Space, Trees and Hedges

1) Stiles on Footpaths around the village not being dog friendly.

Cllr Smith reported that the stiles starting at the kissing gate and over the brook into the field on the left hand side across the field and on to The Mease were not dog friendly and asked if anything could be done to resolve this situation. The Clerk asked if the stiles were on private land because if they were it would be the land owners responsibility. Cllr Smith replied that the stiles were new and only required a slight alteration. She explained that the resident that had raised the problem was happy to complete the alterations free of charge.

Resolved: The Clerk to email the details of the footpath number to Cllr Patten who will then take this matter up with the Footpaths Officer at the County Council.

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

1) To purchase a new double litter barrow

Resolved: The Clerk to obtain quotes for the next meeting.

Resolved: The Clerk to add this matter to the next Hilton Parish Council agenda.

2) Update on the Lengthsman Review

Cllr Bates gave the Parish Council Members present a brief outline of the Lengthsman's Review Meeting held on 15th September 2010. He explained that we were now covering all street within the village whether they are adopted or unadopted.

- To increase the Groundsman hours from 18 hours per week to 30 hours per week with immediate effect.

Resolved: It was agreed that the Groundsman hours should be increased from 18 hours per week to 30 hours per week with immediate affect.

- To advertise/employ a further member of staff as a Lengthsman for 30 hours per week

Resolved: The Clerk to advertise for a further Groundsman for 30 hours per week on the notice boards and in the local Job Centre.

- The purchase of a fire proof lockable cabinet for the garage

The Clerk explained that a fire proof cabinet was required by law for the storage of Petrol and the equipment. She explained that she had searched for prices and they ranged from £300.00 to £600.00 excluding of VAT. However the Clerk would require the Groundsman to check what size cabinet was required before the item could be purchased. The Clerk asked the Parish Council to agree to her purchasing such an item.

Resolved: The Clerk to contact the local Fire Service to see what their suggestion would be with regards to what cabinet was required.

Resolved: The Clerk to then obtain 3 quotes and email them out to the Parish Council Members for authority to purchase a suitable cabinet.

- To confirm other items discussed as part of the review – Weekly Schedules, location of all litter bins and dog bins, etc .

Resolved: It was agreed that once the new members of staff were in place the Clerk would involve them in the process of creating the weekly schedules etc, so that there is an auditable task sheet to cover all jobs including ground maintenance.

Resolved: The Clerk to put together a list of dog bins and litterbins around the village so that a map can be created to deliver to residents around the village.

Resolved: Once the map is ready the Clerk to speak with the Hilton Dog Walking Group and ask if they would be willing to help deliver them.

Resolved: The Clerk to chase a replacement dog bin for the bottom of the Back Lane Playing Field as this bin is still damaged.

D) Minute Number 1092/10/D - Village Infrastructure – Cllr Walton-Knight , Cllr Higginbotham, Cllr Carter and the Clerk to the Parish Council

- 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 1092/10/E - Recreation and Leisure – Cllr Smalley, Cllr Keery, Cllr Hickinbotham and the Clerk to the Parish Council

- Provision and maintenance of sport and leisure facilities
- Children play equipment
- Parish Council owned Parks and Landscaping

There was nothing to report.

F) Minute Number 1092/10/F - Employment Issues – The Chair the Vice Chair and the Clerk to the Parish Council

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

There was nothing to report.

9. Minute Number 1093/10 - Reports from Councillor's that have attended any other Meetings.

- Etwall Area Meeting – Cllr Bates next meeting 28th October at Frank Wickham Hall at 19.00hrs

The next Etwall Area Meeting will take place on 28th October 2010 at the Frank Wickham Hall commencing at 7pm.

- Toyota Liaison – The Chair

There was nothing to report.

- Derby Airfield Consultative Committee – Cllr Walton-Knight

There was nothing to report.

- The Mease Management Committee – Cllr Hickinbotham

P Hickinbotham gave his report as follows:

- He reported that The Mease Management Committee AGM was held on 6th September 2010
- The election of officers was made for the forthcoming year 2010/2011. The present members agreed to serve in their positions for a further year. Cllr Patten as Chairperson, Jon Woodward as Vice Chairperson, Maxine Harlow as Treasurer and Booking Clerk and Caroline Morris as Secretary.
- The accounts for the year 2010 were presented and a copy was to be sent to the Clerk of the Parish Council for their records and scrutiny. They show a reasonable growth and it was agreed by the Committee to place £3,000.00 into the "sinking fund" this year.
- It was thought that some commercial groups who sponsor the Hilton Harriers may be interested in sending a representative to join the committee. This may help in the increase of outside funding as the FA and Local Government funding becomes harder to get.
- The committee approved acceptance of an estimate of £1,000.00 for the package of modifications to the rear doors.
- The new height bar at the entrance of The Mease Pavilion site was badly damaged by a Police van. Repairs are currently in hand.
- The problem with the shower system has been resolved. Dirt had gone into the pressure valves when pipes were opened for water connection to the adjacent Police building. The work was carried out for free. However a small cost for an assessment by another plumber was incurred and the Parish Council had been approached to accept this cost.
- An official opening of The Mease Facility is not practical now it has been in use for the past 2 years. However as an alternative a celebration to mark the obtaining of Community Status if it is gained could be organised, possibly Wednesday 13th April 2011. An effort would be made to get an FA Personality to attend.
- An application is to be made for an alcohol license. This will be for limited sales at limited times ie cans etc and no glasses. No bar is envisaged at this time.
- Dog fouling continues to be a problem. If any suggestions as to what else can be done it would be considered. The summer has also brought partying in the woods with broken glass and litter on the pitches. Both of these are hazardous to all who use the facility.
- At the end of the meeting a discussion as to the way forward in raising funds to expand the building and make it more suitable for functions and the purchase of more land for extra pitches, was carried out. Ambitious ideas but there is a good platform and enthusiasm within the Hilton Harriers Club.
- The date of the next Mease Management Committee will be Monday 8th November 2010 commencing at 7.30pm

- Marston on Dove Relief in Need Charity – Cllr Bates

It was reported that a meeting of the Marston on Dove Relief in Need Charity took place on 21st September 2010 at Hilton Village Hall commencing at 7pm. It was reported that Cllr Bates had been elected as the new Chairperson and there was still a vacancy available for another Hilton Parish Council Member.

Resolved: If a Hilton Parish Councillor is interested in the vacancy they are to inform the Clerk to the Parish Council.

- Hilton Dog Walking Group – Cllr Walton-Knight

Cllr Smith gave the report in Cllr Walton-Knights absence as follows:

- There are now 128 members
- The Hilton Dog Show went ahead as planned on 28th September 2010, however the group was disappointed in the attendance this year as the numbers were down.
- The group raised £300.00 on the day of which £200.00 was given to the Lewis Mighty Fund and £100.00 was paid out on expenses.
- There were numerous stalls on the day including a cake stall and a dog cake stall etc
- Thanks were given to the organisers as a good day was had by all.

- Flood Liaison – Cllr Walton-Knight

There was nothing to report.

10. Minute Number 1094/10 - Clerks Reports

- a. Update on the Welland Road/Humber Street Park – Previously reported under minute number 995, 1040, 1051, 1056 and 1076/10 – Clerks Report

The Clerk reported that a further consultation was underway and both Zoe Sewter from SDDC and Mark Jenks from Groundwork's would be attending the October Parish Council Meeting to discuss the progress to date. The Clerk explained that the proposed plans for the site were on display in the meeting room at the Village Hall. The Clerk asked the Parish Council if the Meeting to be held in October 2010 could be brought forward to 6.30pm instead of 7pm to allow the Parish Council to participate. The Chair reported that he had concerns over the first round of the consultation as the Parish Council had initiated it but were having no input into it.

Resolved: To bring the October 2010 meeting forward to start at 6.30pm instead of 7pm to allow the Parish Council to participate.

Resolved: The Clerk to advertise the meeting on the Notice Boards, The Hilton Forum and the Parish Council Website

- b. Update on the Village Welcome Sign – Previously reported under minute number 1040, 1056 and 1076/10 – Clerk Report

The Clerk reported that 4 new signs had been installed around the village and said that the Parish Council should thank Cllr Patten for all her hard work and support in obtaining these for the village.

Resolved: Hilton Parish Council offered Cllr Patten a big thank you for all her hard work and support in obtaining the signs free of charge.

- c. Update on the proposal to fence at the back of the Scout Hut – Previously reported under minute number 938/10 – Public Speaking, 943 and 1076/10 – Clerks Report

It was reported that the Scouts and Guides Association had received funding for this work to be completed and they were now in the process of obtaining costs. It was envisaged that this work would be completed by Christmas 2010.

- d. Update on the refurbishment of the Parish Council Notice Boards - Previously reported under minute number 1051/10/B Public Speaking and 1056 and 1076/10 Clerks Report

The Clerk reported that the notice boards had now been refurbished and were looking very nice. However the notice board on Peacroft Lane had already been damaged and a repair was imminent.

- e. Update on the Back Lane Pavilion extensions – Previously reported under minute number 1056 and 1076/10 Clerk Report

The Clerk reported that she had a meeting today at 10am with Simon Gratton an Architect from Blair Gratton to discuss how this project could be moved forwards.

Resolved: The Clerk to contact the Football Foundation and establish the current rules and regulations on the sizes of the extension required and what is required to bring the old area up to current standards.

Resolved: The Clerk to get the required information together and email to Simon Gratton for costings to be drawn up.

Resolved: Once costings have been received the Clerk to agenda this item for the next available Parish Council Meeting.

- f. The Mease Pavilion – Boiler and Hot Water Supply – Previously reported under minute number 1056 and 1076/10 Clerks Report

The Clerk reported that she had received a bill for £100.00 from the company who wrote the report on the problems. The problems have now been resolved free of charge, however the bill still requires payment. The Mease Management Committee had asked if the Parish Council would be willing to settle the bill on their behalf.

Resolved: Hilton Parish Council agreed to pay the bill for £100.00.

Resolved: The Clerk to arrange payment as soon as possible.

- g. The Mease Pavilion – Future opportunities – Previously reported under minute number 1056 and 1076/10 Clerks Report

It was reported that this matter was progressing nicely, The Mease Management Committee were currently looking for an Architect and at funding opportunities available to them.

- h. Update on the tree maintenance report from M P Buckley the Tree Officer at SDDC – Previously reported under minute number 1076/10 – Clerks Report

The Clerk reported that all Tree Maintenance work had now been complete.

It was reported that there was a free Tree Planting Scheme running at the moment for residents of South Derbyshire through SDDC.

Resolved: The Clerk to arrange an Environment and Green Space Committee Meeting to discuss the re planting of trees.

- i. Litter bin on Lucas Lane proposal to change this to a dog bin

The Clerk explained that the litter bin on Lucas Lane was not used for anything other than dog fouling and suggested that this be changed to a dog bin. She explained that SDDC had offered a free dog bin for the village however this would be sponsored by a Vets surgery from Burton. The Clerk asked if the Parish Council would be happy to accept a sponsored bin or would they rather purchase a dog bin of their own

Resolved: Hilton Parish Council agreed to have the litter bin changed for a dog bin at the end of Lucas Lane.

Resolved: Hilton Parish Council agreed to accept the free dog bin with sponsorship.

- j. Litterbins to be re-secured to the floor – one outside the Talbot Public House, 1 on the Main Street car park and 1 by the bus stop at the entrance to Witham Close

Resolved: The Clerk to get the bins secured as soon as possible

- k. Latest Casual Vacancy now open for co-option

The Clerk explained that the last vacancy on the Parish Council could now be co-opted once a suitable candidate could be found.

- l. Street adoptions as of 04.08.2010

The Clerk read the adoptions out as follows:

- Ryton Way (part)
- Ribble Close
- Severn Drive
- Wye Close
- Widrush Road (part)

- m. TAG – Free usage of the Astro Turf for the financial year 2010/2011

Cllr Keery declared her Personal and Prejudicial Interest again for this item and item O and left the meeting as she had already given her representation earlier in the meeting under Public Speaking.

It was reported that the original resolution was passed in the Parish Council Minutes dated 24th June 2009 - Minute Number 844/09/A – Community Services.

Resolved: To allow TAG to use the Astro Turf free of charge for the financial year 2010/2010, however if the Clerk secures a paid booking on the dates and times required by TAG then this will take precedence over the TAG bookings and they will be cancelled down accordingly.

Resolved: To review the free usage provision for TAG on a yearly basis.

- n. SDDC Free usage of the Astro Turf for the Financial Year 2010/2011

Resolved: To allow SDDC to use the Astro Turf free of charge for the financial year 2010/2010, however if the Clerk secures a paid booking on the dates and times required by SDDC then this will take precedence over the SDDC bookings and they will be cancelled down accordingly.

Resolved: To review the free usage provision for SDDC on a yearly basis.

- o. Darcy Bunnies - Free usage of the Astro Turf for the financial year 2010/2011

The Clerk reported that Darcy Bunnies was a commercial business and had always paid for their usage of the Astro Turf to date. However they were now aware that some groups were using the Astro Turf free of charge and had requested to be offered the same service.

Resolved: Hilton Parish Council agreed that Darcy Bunnies were a Commercial Business and if the Astro Turf was to be offered to them free of charge, this would set a precedent.

Resolved: Hilton Parish Council did not agree to allow Darcy Bunnies to use the Astro Turf for free.

Resolved: The Clerk to inform Darcy Bunnies of the Council's decision.

- p. Local Government Boundary Commission for England – update on the boundary review

There was nothing to report. other than the final version of the document was due to be released in November 2010.

- q. Proposed Village Clock duties

The Clerk explained that the stopping and starting of the village Clock when the time was incorrect had always been the duty of Cllr Kolkman. However since her resignation the Clerk had spoken to the Lengthsman to cover these duties during the interim. The Clerk asked the Parish Council if they were happy for this to be on a permanent basis as the Lengthsman was happy to do this.

Resolved: To train all staff in this duty.

- r. DALC Circular 36/2010 – Training Sessions on 6th and 9th October 2010 with regards to Staff Appraisals, DALC have requested that Hilton Parish Council be used as an example and wish for the Clerk and Chair to attend to deliver training on this subject and to allow for the Parish Councils information to be used as a template for other Parish Councils as we are the leading Parish Council in this field.

Resolved: Hilton Parish Council was happy for both the Clerk and Chairman to attend the above course and deliver training.
Resolved: Hilton Parish Council gave permission for all documentation pertaining to the Appraisal Scheme to be rolled out to the rest of the Councils within Derbyshire as specified by DALC.

The Clerk thanked the Parish Council for their support and said that she was humbled to be asked by DALC to deliver such training as it was unheard of for a Parish Council to be asked to deliver such a thing and would very much set a precedent in the future considering we were the only Parish Council in South Derbyshire that were ahead of our game.

Cllr Carter said that she would like to offer the clerk a vote of thanks for all her excellent work and achievements. All other members in attendance agreed.

- s. Request to allow small groups of local children to use the Astro Turf at a concessional rate

The Clerk explained that there had been in the past a lot of incidents where groups of children were climbing over the fencing into the Astro Turf. The Clerk explained that the Police had approached her and asked if it would be possible for the Parish Council to consider allowing children to use the facility either free of charge or at a concessional rate. Since then both the Clerk and the local Police Officers had been speaking to the children concerned and had established that they wanted to use the Astro Turf as it kept the ball in a confined space. The children would also be willing to pay about £1.00 each for the use of the Astro Turf. The Clerk confirmed that since speaking with the children concerned there has not been as many incidents of them scaling the fencing as they had been advised that it would be discussed in tonight's Parish Council Meeting. The Clerk explained that the children had been trying to prove that they can be responsible and respectful over the past month by not climbing over the fencing and gaining access without permission. Cllr Smith confirmed that there had been less incidents of children climbing over the fencing.

Resolved: The Parish Council agreed that it was a good idea in principle to allow some free usage for the local children.
Resolved: The Clerk to put together a proposal for the Parish Council Meeting in October 2010.

- t. Broadband Application to install a mast on the Village Hall.

Resolved: Already discussed above under District Councillors Report.

- u. Adoption of extra Terms and Conditions for the use of the Football Pitches and Pavilion

Resolved: It was agreed that the extra terms and conditions for the football pitches was not required at this time.

Resolved: The Clerk to diary a meeting of the Recreation and Leisure Committee for sometime during April/May 2011 to draft up new rules and regulations for the start of the 2011/2012 season.

Resolved: It was agreed that there would be one set of rules and regulations for the Astro Turf and a separate set for the Football Pitches.

- v. Disposal of the gates and old goal posts stored at the side of the Parish Council Garage

Resolved: It was agreed to install another one of the old goal posts at the bottom of the Back Lane Playing Field for the local children to use.

Resolved: The Clerk to ask Aucuba for a price for this work and agenda for the next Parish Council Meeting.

Resolved: The Clerk to ask Aucuba to take the rest of the items away, and weigh them in for their scrap value on behalf of the Parish Council.

- w. Request from the Hilton Scouts and Guides Association to repair the car park

The Clerk explained that she had received a letter requesting the above and a quote to complete the work as follows:

40t hardcore (20mm to dust granite)	=	£403.20
5t digger with driver	=	£280.00
Roller	=	£50.00
Net	=	£733.20
VAT	=	£128.31
Gross	=	£861.51

Resolved: Hilton Parish Council agreed that the car park was in need of repairs and agreed to split the cost of this work 50/50 with the Scouts and Guides Association excluding VAT as the Parish Council were in a position to claim this back at the end of the Year.

- x. Update on the Parish Council burglary.

The Clerk reported that someone had been arrested and charged with this offence and subsequently found guilty. The Clerk reported that the equipment had now been replaced.

- y. Football Pitch Maintenance and Further work required.

The Clerk explained that the Football Pitch Maintenance had now been completed and the new goal posts had been installed. However although the work was ok the Contractors Customer Service had been appalling. They did not keep any of their appointments and did not arrive on site to do the work when agreed. The Clerk explained that there was also a problem with the goal posts in the fact that these could not be fixed to the Pavilion wall as originally agreed. This is because they had been informed that there were no windows on the back of the building, which is incorrect. The Clerk explained that she could not comment on this at the time as she was not involved in the initial conversation. She explained that the contractors had now suggested that the goal posts be stored in the pavilion corridor. However the Clerk did not feel that this was appropriate on Health and Safety Grounds and asked the Parish Council what they suggested be done about this situation.

Resolved: The Clerk to speak with the contractor and arrange a further meeting to discuss installing the brackets for the goal posts within the changing rooms.

Resolved: The Clerk to put a hold on the invoice until all works have been agreed and completed.

The Clerk informed the Parish Council that the football pitches were in a poor condition due to a blanket of weeds and that the football teams had been complaining about this situation. The Clerk explained that she had taken a look at the pitches and could confirm that they were quite poor, however she was not sure why as they had always been maintained well in the past year. The only thing that the Clerk could put this down to was the fact that there had been a Summer League using the pitches and maybe there had been no time for the maintenance to be completed this year during that time with the current problems in mind the Clerk had spoken to Aucuba for a resolution. She explained that the only way to solve the problem would be to selective weed kill the pitches, spike the pitches and then reseed them.

She explained that she had obtained a quote from Aucuba to complete this work as follows:

Selective Weed Kill 2 x pitches	=	£285.00
Spike pitches 2 x ways @£75.00 per pitch	=	£150.00
Reseed/overseed two pitches using 6 bags of 20kg seed per pitch	=	£880.00
In total it will cost a further	=	£1,315.00 to correct the pitches.

Resolved: It was agreed that this work would be put on hold until the end of the current football season.

Resolved: The Clerk to speak to Aucuba and establish if anything else could be done in the meantime to make the pitches look and play better.

Resolved: The Clerk to diary a meeting of the Recreation and Leisure Committee including Aucuba for sometime during April/May 2011 to produce a Schedule of Works for the football pitches next year.

z. Chemical Supplier with COSHH details provided

The Clerk explained that due to new law and legislation it was no longer acceptable to purchase cleaning chemicals from the supermarket as these did not come with COSHH documentation. The Clerk asked the Parish Council to consider her using a reputable company instead that did supply such documentation.

Resolved: The Clerk to look at 3 suppliers of chemicals that can provide the Council with COSHH documentation.

11. Minute Number 1095/10 - Derbyshire Association of Local Council's

Resolved: To not the following information.

- a. Circular 38/2010
 - a. Derbyshire County Training Partnership – Training 2010/2011 Power of Well Being Training – Cresswell Social Centre, Elmtown Road, Cresswell S80 4BH – Thursday 25th November 2010 commencing at 6pm to 8pm at £15.00 per delegate
 - b. Certificate in Local Council Administration (CILCA) Training
- b. Circular 39/2010
 - a. New DALC Training Courses and HMRC Training Autumn/Winter 2010
 - b. Chairmanship and Introduction Wednesday 29th September 2010
 - c. HM Revenue & Customs Workshops numerous dates
- c. Circular 40/2010
 - a. Power of Well Being Resolutions
 - b. Public Works Loans Board
 - c. Powers to cap billing authorities Council Tax and Parish Council Precept Levels
 - d. The Legal Deposit Libraries Act 2003
 - e. Derbyshire Wildlife Trust
- d. d. Circular 41.2010
 - a. Derbyshire County Council – Corporate Property Pack
 - b. Highways News for Town and Parish Councils Issue 1
 - c. Derbyshire County Council Parish Liaison Meeting – 21 October 2010

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- e. Circular No 42/2010
 - a. DALC AGM – County Hall Matlock Saturday 4th September 2010 at 11am

- b. Society of Local Council Clerks – CPD Courses
- c. Vacancy for a Clerk/RFO at Somercotes Parish Council

12. Minute Number 1096/10 - Finance

Resolved: To note the following payments along with the other income and expenditure items.

A) Accounts for Payment.

Cheque No	Payee	Description	Amount
001796	Cancelled		
001797	C&M Joinery	Repairs to Garage	£120.00
001798	Melbourne Garden Machinery	Strimmers and Hedge Cutter	£1,351.13
001799	Hilton Village Hall	Room Hire	£41.80
001800	Screwfix Direct	Gardening Equipment	£148.32
001801	Eon	Electricity	£19.43
001802	SDDC	Relocation Dog Bins and new Dog Bins	£712.13
001803	Aucuba Landscapes	Maintenance	£2,442.22
001804	Audit Commission	Audit 2009/2010	£646.25
001805	Scribe 2000	Accounting package	£287.88
001806	Hilton Village Hall	Black Bags	£55.22
001807 to 001815	Salaries and NIC's		£3,024.48
001814	C&M Joinery	Refurbish notice boards	£790.00
001816	Aucuba Landscapes	Maintenance	£638.14
001817	Fairview Arborists	Tree Maintenance	£881.25
001818	Aucuba Landscapes	Maintenance	£930.30
001819	Robert Lewis Signs	Replacement Sign	£170.37
001829 to 001825	Salaries and NIC's		£3,458.01

Other income and expenditure

Current Account – Expenditure

Orange Home	16.04.2010	19.99
Orange Home	10.05.2010	19.99

Current Account – Income

Darcey Bunnies	16.04.2010	12.00	Rec 001
Hilton Athletic	10.05.2010	222.00	Rec002
Hatton Sport	10.05.2010	130.00	Rec003
Tutbury Tigers	10.05.2010	127.00	Rec004
Hilton Athletic	10.05.2010	130.00	Rec005
Hilton Athletic	10.05.2010	46.00	Rec006
Hilton Harriers	10.05.2010	130.00	Rec007
Hilton Harriers	10.05.2010	104.00	Rec008
Hilton Harriers	10.05.2010	130.00	Rec009
Hilton Harriers	10.05.2010	72.00	Rec010
Hilton Scouts	10.05.2010	25.00	Rec011
Littleover Villa	11.05.2010	38.00	Rec012
Eon – Wayleave	11.05.2010	5.75	Rec013
Hilton Village Hall	02.06.2010	835.81	Rec014
HMRC – VAT	02.06.2010	7,087.31	Rec015
Cancelled Chq out of date RBL		30.00	
Hilton Athletic	30.06.2010	46.00	Rec016
Barcy Bunnies	30.06.2010	12.50	Rec017
Hilton Athletic	30.06.2010	96.00	Rec018
Hilton Netball	30.06.2010	30.00	Rec019
Tutbury Tigers	30.06.2010	75.00	Rec020
Hilton Harriers	30.06.2010	50.00	Rec021
Hilton Harriers	30.06.2010	12.00	Rec022
Hilton Harriers	30.06.2010	36.00	Rec023
Tutbury Tigers	30.06.2010	50.00	Rec024
Hilton Athletic	30.06.2010	92.00	Rec025
Hilton Netball	30.06.2010	30.00	Rec026
Eon – Wayleave	30.06.2010	2.66	Rec027

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Reserve Account – Income

SDDC – Precept 07.04.2010	45,518.00	Res001
SDDC – Precept 05.07.2010	45,518.00	Res002

Cllr Keery reported that she had difficulty understanding the Financial Accounts and asked the Clerk if a Finance Committee Meeting could be set up to discuss her problems.

Resolved: The Clerk agreed on this occasion to arrange a Financial Committee Meeting to discuss Financial Training.

13. Minute Number 1097/10 - Items for Information

Resolved: To note the following information.

- A) South Derbyshire Area Forum – Etwell Thursday 22nd July 2010 Minutes for information
- B) South Derbyshire Homefinder Information
- C) Glasdon – Products for Local Councils
- D) SDDC – Summer Activities 2010
- E) The Playing Field Newsletter summer 2010
- F) SDDC – Annual Report 2009/20 can be viewed at www.south-derbys.gov.uk
- G) Record RSS – Who looks after your play areas information
- H) The National Forest – National Forest 10k – Sunday 19th September 2010
- I) DCC – Child Car Seat Checking Events – August/September
- J) DCC – Parking Charges at Willington Picnic Site to be introduced information
- K) Ian Fraser – Information on the Asset Register records new rules for 2011/2012
- L) SDDC – Body MOT's Free Health Checks
- M) South Derbyshire Citizens Advice Bureau – AGM to be held on 7th October 2010 at Rosliston Forestry Centre commencing at 11am
- N) No Need for Nuclear – House of Commons early day motion No 557 Newsletter
- O) DCC – Proposed parking charges at Willington Train Station, Confirmation that the letter from the Parish Council was received
- P) DCC – Why do children go missing from school information
- Q) DCC – Safer Derbyshire Autumn 2010 magazine
- R) DCC – Young Achievers Awards 2010
- S) DCC – Derbyshire Directory, Find out about your local clubs, societies and Voluntary Groups
- T) SDDC – Help your firework or bonfire night event to go off with a bang information
- U) SDDC – Joint Meeting with Parish Councils Meeting on 29th September 2010 has been cancelled
- V) DCC – Parish and Town Council Liaison Meeting Thursday 21st October 2010 at the Members Room, County Hall, Matlock, DE4 3AG commencing at 6pm
- W) DCC – Parish and Town Newsletter issue 2 September 2010

14. Minute Number 1098/10 - Items for discussion

- A) SDDC – Licensing Act 2003 Review of Statement of Licensing Policy

Resolved: The Clerk to take no further action.

- B) NHS Derbyshire County – Consultation on NHS Derbyshire County's Pharmaceutical Needs Assessment

Resolved: Cllr Keery to complete the attached questionnaire and to give the Clerk a copy of the completed form for the Parish Councils records.

15. Minute Number 1099/10 - Planning Matters for Decision

- A) Reg No 9 2010 0687 U – The change of use of land to use as a residential caravan site for 4 gypsy families, each with 2 caravans and an amenity building, including erection of palisade fencing at land off Sutton Lane, Hilton

Resolved: Hilton Parish Council are aware of the necessity and requirement on our community to provide permanent sites for gypsy caravans and we support this move if none else to engender a responsible commitment amongst the travelling community. We are very pleased that the occupants on the first site on Uttoxeter road have demonstrated a responsible commitment. The occupants of the second site, on Sutton Lane, however have continuously flaunted the laws by occupying the premises before planning permission was even requested and subsequently over occupying it. This, the third site in Hilton also on Sutton Lane, has started badly by allowing occupation before planning permission.

One may reasonably question the necessity of three gypsy sites in Hilton, but it is unacceptable that we have established and appear to be perpetuating the principle of retrospective planning applications and subsequent permissions. Traveller communities who openly turn a "blind eye" to our laws do not demonstrate the beginnings of a responsible commitment that we can support and bode ill for our community at large.

For this reason and the fact that we do not feel that there is a need for 3 sites within Hilton. Hilton Parish Council strongly objects to the above planning application, but would suggest that the application could be reconsidered if the site were cleared for the duration of the Planning Application consideration period.

- B) Reg No 9 2010 0709 FH – The erection of an extension at 2 Kyle Road, Hilton
- C) Reg No 9 2010 0709 FH – The erection of an extension at 2 Kyle Road, Hilton – Reconsultation: Amended Boundary and plans received
- D) Reg No 9 2010 0709 FH – The erection of an extension at 2 Kyle Road, Hilton – Reconsultation: Amendment to site boundary and plans received

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

- E) Reg No 9 2010 0793 FH – The conversion of the garage into living accommodation at 8 Tinsell Brook, Hilton

Resolved: Hilton Parish Council had no objections to the above Planning Application. However the Parish Council would like it noting that this conversion has already been completed and we would ask that the owners of the property must maintain parking for at least two cars on the driveway.

- F) Reg No 9 2010 0870 U – Retrospective Application for the change of use from grazing field to an all weather surface at Clare’s Folly, Sutton Lane, Hilton

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

- G) Reg No 9 2010 0863 FH – The erection of an extension and associated landscaping at 29 Dale End Road, Hilton

Resolved: Hilton Parish Council objected to the above Planning Application on the grounds that this development includes a two storey extension built right off the pavement line, which will have a big impact on neighbours, sighting on the road and the “street scene” in an open plan residential area. We believe that the proposed extension will have too great an adverse impact on the residents of West Avenue.

16. Minute Number 1100/10 - Planning Matters for Information

Resolved: To note the following information.

- A) Reg No 9 2010 0517 FH – The erection of an extension and relocation of garage at 23 West Avenue, Hilton – HAS BEEN GRANTED
- B) Reg No 9 2010 0551 FH – The conversion of the garage into living accommodation at 36 Clyde Street, Hilton – HAS BEEN GRANTED
- C) Reg No 9 2010 0488 FH – The erection of an extension at 110 Avon Way, Hilton – HAS BEEN GRANTED
- D) Reg No 9 2010 0550 FH – The conversion of a garage into living accommodation at 21 Nene Way, Hilton – HAS BEEN GRANTED
- E) Reg No 9 2010 0533 FH – The erection of an extension and alterations at 18 and 20 Willowfields, Hilton – HAS BEEN GRANTED
- F) Reg no 9 2010 0541 FH – The extension to existing garage and the erection of a conservatory at 28 Sutton Lane, Hilton – HAS BEEN GRANTED
- G) Reg No 9 2010 0463 FH – The erection of a conservatory and conversion of a garage into living accommodation at 47 Sherbourne Drive, Hilton – HAS BEEN GRANTED
- H) Reg No 9 2010 0408 RX – Approval of reserved matters of Planning Permission 9 2007 1175 for the residential development of the Old Mill, Mill Lane, Hilton – HAS BEEN GRANTED
- I) Reg No 9 2010 0631 FH – The erection of an extension at 19 Lancaster Drive, Hilton – HAS BEEN GRANTED
- J) Reg No 9 2010 0619 FH – Part conversion of a garage into living accommodation at 77 Kyle Road, Hilton – HAS BEEN GRANTED

16. Minute Number 1101/10 - Date of the next Meeting

Resolved: The next Hilton Parish Council Meeting will be held on 27th October 2010 at Hilton Village Hall commencing at 6.30pm.

Minute Number 1102/10 - PART 2 - EXEMPT INFORMATION

- a) Update on the Groundsman Diploma and salary increase

The Clerk reported that the Groundsman had now passed his Level 2 Diploma in Work Based Horticulture. The Clerk reported that she had spoken to SDDC and confirmed the salary rate for a qualified Groundsman.

Resolved: The Clerk to increase the Groundsman’s salary with immediate affect as agreed.

Resolved: The Clerk to add an amendment to the Groundsman’s contract.

- b) Groundsman and Caretakers Appraisal

The Clerk reported that Staff Appraisals had been completed for both the Groundsman and Caretaker. She explained that both Appraisals went well and no issues were highlighted. The Clerk said that she was extremely happy with both members of staff performance and that The Council should be proud of such a good team.

The Members of the Parish Council in attendance asked the Clerk to pass on a big thank you for all their hard work.

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