

Hilton Parish Council
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MINUTES OF THE HILTON PARISH COUNCIL MEETING HELD ON WEDNESDAY 24TH NOVEMBER 2010 AT HILTON VILLAGE HALL COMMENCING AT 7PM

Present:

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

1 District Council Representative, 1 Police Representative, 1 Burton Mail Representative and 3 Members of the Public were also in attendance.

PART 1 - NON EXEMPT INFORMATION

1. Minute Number 1120/10 - To Receive Apologies for absence.

Apologies were received and accepted from Cllr Day

2. Minute Number 1121/10 - Variation of the Order of Business.

There was no Variation to the Order of Business.

3. Minute Number 1122/10 - Declaration of Members Interests.

Cllr Keery and Cllr Smalley declared both a Personal and Prejudicial Interest in item 14 – Planning Matters for Discussion, item a) Reg No 9 2010 1049 U – Broadening of permitted (B1, B2 and B8) to include D1 (Non-residential institutions) at 1B Hilton Business Park, Harrison Court, Hilton Depot

4. Minute Number 1123/10 - Public Speaking.

Minute Number 1123/10/A - Public Speaking

A resident asked if an item could be added to the December 2010 agenda with regards to the speed limit being reduced to 30mph between Don Amott and the centre of the village.

A resident reported that SDDC wagons emptying the dog bins were driving down the Greenway. It was agreed that on Health and Safety Grounds the Clerk should deal with this matter immediately rather than waiting till the December 2010 meeting.

Minute Number 1123/10/B - District Councillors Report

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

- Somebody had received a fixed penalty notice for fly tipping at the Main Street Recycling Centre.
- Dog fouling had become an increasing problem on the pavement on Welland Road, Lucas Lane and The Mease.
- Parking outside the Primary School was a problem and the County Council were looking into installing a prohibition of waiting and stopping in this area.
- The Police non emergency number is 0345 1233333 this will replace the old number which will be discontinued shortly.

Minute Number 1123/10/C - County Councillors Report

Apologies were received and accepted from Cllr Patten, there was nothing to report.

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Minute Number 1123/10/D - Police Representatives Report

PCSO Hyde was in attendance at the meeting and gave her report as follows:

- The crime report for this month was that there had been 1 shed break, 1 non dwelling burglary at the Cricket Club, 1 report of a strange smell in an apartment block whereby cannabis warnings had been given.
- The next Safer Neighbourhoods Meeting would be held on 29th November 2010 at Hilton Village Hall commencing at 6.30pm

5. Minute Number 1124/10 - To confirm the Non Exempt Minutes of the Hilton Parish Council Meeting held on 27th October 2010

Resolved: The Non Exempt Minutes of the Hilton Parish Council Monthly Meeting held on Wednesday 27th October 2010 having been circulated were approved and signed as a true record.

6. Minute Number 1125/10 - Chairpersons Report – Cllr Bates

The Chair gave his report as follows:

- He had attended the Area Forum on 20th October 2010
- He had attended Hatton Parish Council Meeting on 9th November 2010
- He had attended Remembrance Sunday which had been very well attended this year and had laid the poppy wreath on behalf of Hilton Parish Council.
- The time on the Village Clock had now been sorted, in the future the Chair would correct the time when necessary as it was easier with him living in the village.
- He reported that he would be giving his apologies for the Safer Neighbourhoods Meeting and asked if anyone could go in his place on behalf of Hilton Parish Council

Resolved: Cllr Walton-Knight to attend on behalf of Hilton Parish Council.

7. Minute Number 1126/10 - Committee Reports

A) Minute Number 1126/10/A - Community Services – Cllr Bates, Cllr Keery, Cllr Smith and the Clerk to the Parish Council

- Village Hall management

Cllr Smalley gave his report as follows:

- The Village Hall project was progressing nicely.
- The Committee now had the detailed plans.
- The proposal was to complete the café area first due to money constraints.
- The land to be transferred from the District Council to the Village Hall was still in progress. Once this is in place it would open up more funding opportunities. The Parish Council would also be required to sign the agreement off once completed as the Sole Trustees.
- He asked the Clerk for the responsibility of the cleaning of the paths and litter picking to the front of the Village Hall, and the car park area.

The Clerk replied that this had always been maintained by the Village Hall Caretaker and had always been part of his Job Description.

Resolved: The Clerk to put this in writing to the Village Hall Committee enclosing a copy of the original Job Description for the Caretaker.

- School Governors

Cllr Plenderleith gave her report as follows:

- Hilton Primary School was preparing for single point entry as of September 2011 and the whole intake would take place in September 2011. This would also have a knock on effect for the nursery.
- Safer Neighbourhoods
- Community Information and Publicity

B) Minute Number 1126/10/B - Finance – Cllr Bates, Cllr Keery, Cllr Smalley, Cllr Day 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 1126/10/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
- Environmental Issues
- Recycling Facilities
- Dog and Litter Bin Provisions
- Lengthsman's Report

The Clerk explained that the Lengthsman that was off sick at the moment was ok in himself but would be having an operation shortly.

D) Minute Number 1126/10/D - Village Infrastructure – Cllr Walton-Knight , Cllr Higginbotham, Cllr Carter, Cllr Smith 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 1126/10/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

The Clerk reported that the new lock had now been installed on the Astro Turf gate.

- Children play equipment
- Parish Council owned Parks and Landscaping

F) Minute Number 1126/10/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.

8. Minute Number 1127/10 - Reports from Councillor's that have attended any other Meetings.

- Etwall Area Meeting – Cllr Bates

There was nothing to report.

- Toyota Liaison – The Chair

There was nothing to report.

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- Derby Airfield Consultative Committee – Cllr Walton-Knight

There was nothing to report.

- The Mease Management Committee – Cllr Hickinbotham

Cllr Hickinbotham gave his report as follows from The Mease Committee Meeting held on 8th November 2010:

- The meeting was attended by himself, Julie Pattern, Andrew Brooks, Caroline Morris, Jon Woodward and Derbyshire FA Rep Keely Brown with apologies received from Maxine Harlow.
- Bookings are steady both for the pitches and for the room hire.
- The application for the alcohol license is ongoing with the forms being filled in prior to being submitted.
- The damaged height bar at the entrance is being fixed as a matter of urgency after encountering problems with the post.
- The post box is available but not yet in position.
- The dog fouling notices have now been installed.
- With regards to The Mease extension, the container has been moved to a better position. Plans for the extension showing two options were viewed by the Committee Members. Estimates for the work are to be obtained and sourced and grants for this work were discussed. When more detail is available a package will be brought to the Parish Council for their discussion.
- Some dates in April and May 2011 were proposed to celebrate the obtaining of Community Status by Hilton Harriers if this was to be awarded to them.
- The Date of the Next Mease Committee Meeting will be Monday 10th January 2011 commencing at 7.30pm

- Marston on Dove Relief in Need Charity – Cllr Bates

There was nothing to report.

- Hilton Dog Walking Group – Cllr Walton-Knight

Cllr Walton-Knight reported that the group had not yet had their Committee Meeting to arrange the Christmas Yule Tide Walk.

- Flood Liaison – Cllr Walton-Knight

There was nothing to report.

9. Minute Number 1128/10 - 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 the proposed plans had now been added to the Parish Council website but she had not yet manage to arrange a further meeting with Zoe Sewter from SDDC and Mark Jenks from Groundwork's.

- b. 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

There was nothing to report.

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

The Clerk explained that she had been in contact with Blair Gratton and they were now at the stage whereby they could produce the Survey and Drawings and this would cost roughly £850.00 to £950.00 including all work to date. After these had been agreed with the Parish Council the next costs would be the Planning costs. The Clerk asked the Parish Council if they wished for her to instruct Blair Gratton to complete the Survey and Plans.

Resolved: The Clerk to instruct Blair Gratton to produce the Survey and Plans.

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

The Chair suspended Standing Orders at 7.25pm to allow Mr Brooks from The Mease Committee to speak.

Mr Brooks spoke to the Council on how the Committee would like to extend The Mease Football Pavilion and the reasons for doing this. He explained how far they had got to date with regards to a feasibility study and plans and stated that they wished for the Parish Council to be involved as there was an opportunity to have an office there for the Parish Council Clerk if required. He explained that the work would cost about £85k of which they could attract about £60k through external funding and Hilton Harriers could find about £10k.

The Chair reinstated Standing Orders at 7.35pm

Resolved: The Clerk to arrange a Recreation and Leisure Committee meeting including Mr Brooks to discuss the detail of the feasibility study and proposed plans.

e. Football Pitch Maintenance and Further work required.

The Clerk reported on outstanding matter 1111/10 – Clerk Report, Item j. Football Pitch maintenance and further work required from the October 2010 meeting. She explained that she had spoken to Aucuba as agreed and the rolling of the Football Pitches was not required if the divots were put back after every game by the Football Teams which was in hand.

Resolved: The Clerk to take no further action.

f. Email from the Scouts re the Car Park

The Chair reported on an email received from the Scouts Association.

Resolved: To allow the Scouts Association to dig the strip off grass out at the front of their building in line with the original passed planning application.

Resolved: To allow the Scouts Association to dig out the bank to the rear of their building as per the email.

Resolved: Both of the above to be at the Scouts Associations own cost.

Resolved: The Clerk to contact Zoe Sewter at SDDC with regards her seeking permission from St Modwins to put the spoil on their land on Welland Road/Humber Street.

g. Christmas Tree Recycling – Main Street Car Park, Hilton from 27.12.2010 to 09.01.2011

h. Update on the Lengthsman Vacancy

The Clerk reported that the Closing date to request applications was 19th November 2010. 12 requests for an application form had been received and sent out, of which 5 had been received back. 4 other requests had been received after the closing date but had not been sent out as they were out of time. The Clerk reported that as of Week Commencing 29th November 2010 letters would be sent out for the interview stage.

10. Minute Number 1129/10 - Derbyshire Association of Local Council's

Resolved: To note the following information:

a) Circular 49/2010

- 1) CLG Announcement on Financial Payments
- 2) Free NALC learning seminar
- 3) Faster Broadband

b) Circular 50/2010

- 1) Ministerial Meeting
- 2) Council Tax Freeze
- 3) Elections
- 4) Local Government Pay 2011/2012

c) Circular 51.2010

- 1) Car Allowance 2010.2011
- 2) Affordable Rural Housing – A practical guide for Parish Councils
- 3) Big Lottery Fund Announces £75 Million fund for Community Buildings
- 4) Vacancy Clerk/RFO for Smisby Parish Council
- 5) Vacancy Clerk/RFO for Barrow upon Trent Parish Council
- 6) Derbyshire smoke free homes and cars conference

11. Minute Number 1130/10 - Finance

Resolved: To note the following payments:

A) Accounts for Payment.

Cheque No	Payee	Description	Amount
001837	Cancelled		
001838	Aucuba Landscapes	Maintenance	£367.77

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001839	Hilton Village Hall	Room Hire	£41.80
001840	Applied Electrical Services	Repairs to lighting	£99.40
001841 to 001846	Salaries and NIC's		£3,108.77

12. Minute Number 1131/10 - Items for Information

Resolved: To note the following information:

- a) Groundwork Derby and Derbyshire – Passionate about making a positive difference 2010
- b) SDDC – Thank you Letter for allowing the use of the Astro Turf for the Street Games Program
- c) SDDC – Homefinder Information
- d) Record RSS – Play along with Record RSS
- e) DCC – Applying for your child's infant/primary school place 2011/2012 a summary
- f) The Playing Field – Rural Action Derbyshire Newsletter Autumn 2010
- g) Image Playgrounds – contact details
- h) SDDC – Community Activities set up in South Derbyshire, press release
- i) SDDC – Residents invited to Area Forum, press release
- j) North West Safer Neighbourhood Group – Area 1 to be held on 29.22.2010 at Hilton Village Hall commencing at 6.30pm

13. Minute Number 1132/10 - Items for discussion

There was nothing to report.

14. Minute Number 1133/10 - Planning Matters for Decision

Cllr Keery and Cllr Smalley declared both a Personal and Prejudicial Interest in item 14 – Planning Matters for Discussion, item a) Reg No 9 2010 1049 U – Broadening of permitted (B1, B2 and B8) to include D1 (Non-residential institutions) at 1B Hilton Business Park, Harrison Court, Hilton Depot. Both Councillors left the meeting.

- a) Reg No 9 2010 1049 U – Broadening of permitted (B1, B2 and B8) to include D1 (Non-residential institutions) at 1B Hilton Business Park, Harrison Court, Hilton Depot

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

15. Minute Number 1134/10 - Planning Matters for Information

There was nothing to report.

16. Minute Number 1135/10 - Date of the next Meeting

Resolved: The date of the next Hilton Parish Council Meeting was confirmed as 22nd December 2010 to be held at Hilton Village Hall commencing at 7pm followed by the Councils Christmas Fuddle.

Resolved In view of the confidential nature of the business about to be transacted, it was advisable in the public interest, that the press and public be temporarily excluded and they were instructed to withdraw from the meeting”.

PART 2 - EXEMPT INFORMATION

Minute Number 1136/10 - Exempt Information

- a) Parish Council Policies and Procedures
- The Private and Confidential Clerks Report had already been circulated to the Members of Hilton Parish Council prior to the meeting and were subsequently discussed by the Council Members present.

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