

Hilton Parish Council
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MINUTES OF THE HILTON PARISH COUNCIL MEETING HELD ON WEDNESDAY 30TH MARCH 2011 AT HILTON VILLAGE HALL COMMENCING AT 6.30PM

Present:

Cllr Bates (in the Chair)

Cllr Hickinbotham, Cllr Carter, Cllr Smith, Cllr Walton-Knight, Cllr McDonald and Cllr Keery

2 District Council Representative, 1 County Councillor Representative, 1 Burton Mail Representative, 2 Trent Barton Bus Company Representatives and 13 Members of the Public were also in attendance.

Trent Barton Bus Company.

The following items were discussed:

- Petition signed by 60 residents was presented to the Trent Barton Bus Company Representatives.
- The bus is too big to negotiate the small roads on the estate especially on Welland Road and Avon Way.
- The buses are hitting the curbs and clipping the roundabouts through the estate.
- The bus drivers are driving too fast through the estate.
- The bus drivers are using the wrong side of the road to go around the street calming measures.
- No public consultation was held with regards to the new bus route with the residents the Parish Council not the District and County Council.
- The residents do want the bus service for Hilton but would like this diverting around The Mease rather than through the estate.

The representatives from Trent Barton Bus Company said that they would take all the comments on board and would look at a solution to the problems. If they were to amend the route this would require an 82 day re-registration of the route.

AGENDA

PART 1 - NON EXEMPT INFORMATION

1. Minute Number 1198/11 - To Receive Apologies for absence.

Apologise for absence were received and accepted from Cllr Day.

2. Minute Number 1199/11 - Variation of the Order of Business.

There were no Variations to the Order of Business.

3. Minute Number 1200/11 - Declaration of Members Interests.

Resolved: Cllr Keery declared a Personal and Prejudicial Interest in part 2 of the agenda, Exempt Items, Item a), Clerk's Report.

4. Minute Number 1201/11 - Public Speaking.

Minute Number 1201/11/B – Public Speaking

A member of the public asked if the Parish Council would consider installing a dog bin on the new part of the Greenway towards the back of the Business Park.

Minute Number 1201/11/C – Police Representatives Report

There was no Police Representative present at the meeting, the Chair read out their report as follows:

Important safety advice.

We have received complaints about parents taking primary school children to run, slide and play on the ramps of Hilton Skate Park straight after school. Please be aware that there is a sign on the skate park advising that it is to be used only for its intended purpose i.e.:- Roller skating, bmx'ing and skateboarding and states the minimum age for use is 7yrs. We have advised several parents that we have seen doing this and would urge others to use the Childs park that is designed for small children rather than allowing your child on the ramps. The danger aspect of allowing small children on ramps where bmx's are jumping, spinning and cycling at high speeds I hope is obvious and we would hate to see a child injured or knocked off a ramp. Can we also take this opportunity to say that after a long wait the requested school signs, zig zags and white lines highlighting no parking on corners are now in place on the Avon way entrance to the school. Please adhere to these and park in a sensible manner for the safety of children using that entrance and other road users as this entrance is situated on a bend visibility is limited.

Hilton:-

X5 Dwelling Thefts - Lead stolen from bay window of property / 2x slats from fencing stolen / Radiator, boiler and aluminium stolen from rear garden / Metal framed child swing stolen from rear garden / 2x pushbikes stolen from side of house / Cat stolen from owners driveway.

X3 Non-Dwelling Thefts - Entry forced to metal container on secure site, stealing two go karts (These have been found and returned to owner) / JCB and trailer stolen from commercial premises / Offenders cut fencing gaining entry and timber stolen.

X2 Theft from Vehicle - Diesel stolen from parked HGV parked in lay-by / Offender enter secure yard by cutting fence, stealing fuel from two lorries.

X1 Theft of Vehicle - Vehicle parked in lay-by on A516 stolen.

X1 Attempt Distraction Burglary – Offenders attempt to gain entry by knocking at rear of property and stating they are from the water board and need to enter kitchen to turn the water supply off.

Minute Number 1201/11/D – District Council Representatives Report

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

Cllr Plenderleith gave her report as follows:

- She had received complaints from a resident with regards to the village clock showing the incorrect time. She reported that the complainant had offered to look after the clock as he lived relatively close and was prepared to keep the clock at the correct time in the future. **It was agreed that the Clerk would add this matter to the agenda for the April 2011 meeting to be discussed.**
- She had received a phone call from a resident on New Road with regards to damage to their fencing on either Friday or Saturday evening. The resident was also concerned about the increase in anti social behaviour.
- She had received complaints from residents with regards to people parking in the disabled bays outside Tesco.
- She had received a complaint from a resident with regards to the steps that link the Public House car park to the Tesco car Park. The resident complained that these were dangerous as there was no hand rail. Cllr Plenderleith said that she would follow this matter up with the owners of Witham Close.
- She had spoken to St Modwens who would be sending someone out to have a look at Meadow Lane with a view to maintaining this area.
- She had attended a Party in the Park Meeting and they had discussed having a hot air balloon tethered down just to go up and down so people can get a view of the whole village. A feasibility study was now underway for this.
- She reported that Roma's garden was looking lovely and thanked the volunteers for all their hard work.
- Cllr Plenderleith introduced Cllr Bale the North West Councillor and explained that hopefully he would be working with her and Cllr Patten in the future.

Minute Number 1201/11/E – County Council Representatives Report

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

- She reported that she had a list of newly adopted roads within the village and would give the list to the Clerk.
- There was still a problem with the lighting on Welland Road due to an electricity supply problem; Cllr Patten said that she would chase this matter up.

- She handed the Clerk a copy of the Prohibition of Waiting Order for the Hilton Primary School for her records.
- She and Cllr Walton-Knight had attended the Flood Liaison Meeting at SDDC offices and could report that the drain opposite the Hilton Garage was under the ownership of Severn Trent. It was reported that Cllr Patten was in receipt of the original correspondence relating to these problems and Severn Trent were aware that alterations need to be made to the sewerage system to rectify this problem.
- She reported that The Mease Committee had a meeting and had discussed the new height barrier. The dog fouling problem and the Polices electricity bill and lease agreement.
- She reported that she had received phone calls with regards to the incident outside the Village Hall Gates on 26th March 2011. This matter was being dealt with by the Police.

5. Minute Number 1202/11 - To confirm the Non Exempt Minutes of the Hilton Parish Council Meeting held on 23rd February 2011

Resolved: The Non Exempt Minutes of the Hilton Parish Council Monthly Meeting held on Wednesday 23rd February 2011 having been circulated were approved and signed as a true record.

6. Minute Number 1203/11 - Chairpersons Report – Cllr Bates

There was nothing to report.

7. Minute Number 1204/11 - Committee Reports

A) Minute Number 1204/11/A - Community Services – Cllr Bates, Cllr Keery, Cllr Smith and the Clerk to the Parish Council

- School Governors

Cllr Plenderleith reported that a School Governors Meeting had been held, however they were still waiting to hear from the County Council with regards to the budget situation.

Cllr Patten reported that there was one School Governors Vacancy at Hilton Primary School and one vacancy at the John Port School. Anybody interested in either of these vacancies, please contact Cllr Patten directly.

- Safer Neighbourhoods
- Community Information and Publicity

B) Minute Number 1204/11/B - Finance – Cllr Bates, Cllr Keery, 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 1204/11/C - Environment and Green Space – Cllr Bates, Cllr Walton-Knight, Cllr Carter 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
 - 1) Lengthsman Report from Sam Bevins

Resolved: The Clerk to email the report to all Councillors.

D) Minute Number 1204/11/D - Village Infrastructure – Cllr Walton-Knight , Cllr Higginbotham, Cllr Carter, Cllr Smith and the Clerk to the Parish Council

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This is page 1055 of the Minutes of the Meeting of Hilton Parish Council held on 30.03.2011

- Planning matters including the Village Plan
- New Road Adoptions
- Traffic Management and Parking
- Street Lighting
- Public Transport Provision
 - Trent Bus Service.

Resolved: The Clerk to write to Trent Barton Bus Company supporting the resident's views explaining that the Parish Council were always under the impression that the service would go around the Mease rather than through the estate. The Clerk to also state that Hilton Parish Council is very pleased that they have considered a better service for our village.

E) Minute Number 1204/11/E - Recreation and Leisure – 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 1204/11/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 1205/11 - Reports from Councillors that have attended any other Meetings.

- Etwall Area Meeting – Cllr Bates

There was nothing to report as the next meeting date and venue was still to be confirmed.

- 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

Cllr Hickinbotham gave his report from the 14th March 2011 as follows:

- Booking remain steady
- The work on the new Parish Council office should commence at the end of March 2011 and should be completed within two weeks.
- The Police to accept responsibility if they leave the gate open and travellers gain access. This should be part of the Lease Agreement
- It is hoped that the repairs to the height bar at the entrance are now fixed.
- Obtaining the correct post code is still an ongoing problem yet to be resolved.
- The training so that an alcohol license can be applied for has been completed, and the forms will now be submitted to the authorities. Also a Food Hygiene Rating is to be obtained.
- The electric bill has been paid including the Police usage. Recovery of this from the Police is still ongoing.
- Dog fouling continues to be a problem, but a return visit from the Community Warden is to be requested for an earlier time when fouling is at its peak.
- An official opening date for the present Mease building has been set for the 18th May 2011 commencing at 2pm for invited members. This will be followed on 22nd May 2011 commencing at 2pm with a BBQ etc.
- At the end of the meeting the Architects plans were viewed for the future extension of The Mease Pavilion. The project costs could be £100k and the sourcing of grants continues.

This is page 1056 of the Minutes of the Meeting of Hilton Parish Council held on 30.03.2011

- The date of the next Mease Management Committee Meeting will be 19th April 2011 commencing at 7.30pm at the Hilton Brook.

- Marston on Dove Relief in Need Charity – Cllr Bates

Resolved: The next meeting will be held on 18th April 2011 at the Hilton Village Hall Office commencing at 7pm.

- Hilton Dog Walking Group – Cllr Walton-Knight

It was reported that the Hilton Dog Walking Groups next meeting would be held on the evening of 31st March 2011. Membership was now up to a strong 134 members and they were expecting to welcome more at their next meeting.

- Flood Liaison – Cllr Walton-Knight

Cllr Walton-Knight gave his report as follows:

- He attended the Flood Liaison Meeting held on 22nd March 2011 at SDDC.
- Three minor flood risks were mentioned for Hilton, by the Old School, Back Lane Playing Field and Egginton Road, actions were said to be in hand and completed.
- He had mentioned the Egginton Road problem as he was not aware of its solution. SDDC said that they had done what they could to resolve this matter and had written to Severn Trent advising that the actions are now with them. The problem as SDDC sees is excessive rain water runoff from Normandy Road housing development. He was promised at the meeting that a copy of the original correspondence to Severn Trent had been sent but this was dated January 2009.
- There is a project to safe guard Scropton, Hatton and Egginton from flooding from the River Dove. The project is estimated to cost £10k and it is considered that they have a strong and well supported case.
- There is a proposed Derwent Defence Scheme which is planned to meet a 1 in a 100 year event, incorporating a river corridor through Derby and with Tarmac Building defenses near Shardlow as part of their Section 106 Development Commitments.
- SDDC recommend that all villages have contingency plans to cover flooding and to remember that in an emergency that SDDC are unlikely to turn up with sand bags.
- Npower Gas Pipeline – There is a proposal to rebuild the Power Station at Willington to operate by burning gas. This information pack from the last meeting given to Cllr Walton-Knight to investigate was a report on the survey and recommendations for the routing of the 24/30 inch feed gas line. There are many routes considered in the survey and the only one near Hilton generally follows the course of the river Dove and railway line to the South and East of Hilton. The businesses that could be affected are the Derby Airfield at Egginton Junction as the pipeline tracts North of Egginton on route to Willington Power Station. At this time routings are proposals only.

- DCC – Parish and Town Liaison Forum – Cllr Bates

- a. Next Meeting to be held on 14th April 2011 commencing at 6pm to 8pm at the County Hall Matlock

- Village Hall Committee – Cllr Bates, Cllr Smith, Cllr Carter, Cllr McDonald and Ian Hey

- a. Request for a District Council Representative to join the committee

Resolved: The Clerk to email some dates and times for the first committee meeting.

Resolved: The Clerk to write to South Derbyshire District Council requesting a District Council Representative to join the new committee.

9. Minute Number 1206/11 - Clerk's Reports

- a. Update on the Back Lane Pavilion extensions – Previously reported under minute number 1056/10, 1076/10, 1111/10, 1128/10, 1146/10, 1173/11 and 1189/11 Clerk Report

Resolved: Hilton parish Council agreed to the proposed plan produced by Blair Gratton Architects.

Resolved: The Clerk to inform Blair Gratton Architect to continue with the project.

- b. Water Testing on the Back Lane Pavilion – Previously reported under minute number 1173/11 and 1189/11 – Clerks Report.

Resolved: To continue with the services of Sterilizing Services for the water testing to the Back Lane Pavilion.

- c. Parish Council Office update. – Previously reported under minute number 1146/11, 1173/2011 and 1189/11 – Clerks Report

Resolved: The Clerk to take no further action but to leave this item on the agenda for April 2011.

- d. Village Hanging Baskets (16 halves or 8 full) Require a Certificate of Structural Testing, Forms Requested – Previously reported under minute number 1111/10, 1173/2011 and 1189/11 – Clerks Report

Resolved: It was agreed that hanging baskets would not be installed this year as a license from the County Council was required.

Resolved: The Clerk to complete the license application form as soon as possible.

- e. Astro Turf lighting problems update – previously reported under minute number 1173/11 and 1189/11

Resolved: The Clerk to arrange for the work to be completed as soon as possible up to the value of £14k excluding VAT

- f. Use of Astro Turf without lighting.

Resolved: To open the Astro Turf without lighting with immediate effect.

Resolved: The Clerk to inform the Hirers of the Astro Turf that they can now book this facility, however it will have to be closed for one week while the new lighting is installed.

- g. Rural Action Derbyshire – ROSPA Training 29th June 2011

Resolved: Hilton Parish Council agreed for Rural Action Derbyshire to use the Play Area at the Hilton Village Hall Site on the above date for ROSPA Training.

Resolved: The Clerk to email Helena Stubs and inform her of this.

- h. Lengthsman access to Hilton Village Hall

Resolved; The Clerk to arrange for new keys to be cut for the Village Hall.

Resolved: The Clerk to arrange that a key is given to the new members of staff but they must sign for them.

- i. Request to install bollards at the entrance of the Greenway and the entrance of Avon Way onto the Village Hall Site.

Resolved: The Clerk to email Cllr Patten details of the above problems.

Resolved: Cllr Patten to take this matter back to the County Council and request off set bollards so that a double buggy can still get through.

- j. Clearing of the Parish Council Garage

Resolved: The Clerk to contact the school and offer them the paving stones free of charge.

Resolved: The Clerk to order a skip to clean out the Parish Council Garage, this work must be completed on the same day and the skip must then be removed from site on the same day.

- k. Letter from Etwall and Hilton Rotary Club

Resolved: The Clerk to write back to Etwall and Hilton Rotary Club explaining that in principal we agree to them installing and maintaining a bench at Romas Garden in memory of Roma and John Walton.

- l. SDDC – Easter Holiday Provision 18th and 29th April 2011 – Sport and Playmobile free to Parish Council

Resolved: Already booked free of charge to the Parish Council. The Clerk to take no further action.

- m. SDDC – Summer Holiday provision 25th July and 1st September 2011 – Wacky Sportsmobile and ILG booked and confirmed

Resolved: The Clerk to take no further action.

- n. Precept questions from a resident

Resolved: The Clerk and the Chair to put something together outlining what facilities the Parish Council maintain or are responsible for throughout the village.

- o. The Mease Pavilion – Concerns over the Police leaving the gate unlocked

Resolved: The Clerk to send a letter to the Local Beat Team with regards to this matter.

- p. Football Pitch Maintenance

Resolved: Aucuba Landscapes to complete the annual pitch maintenance for the sum of £2,540.00 excluding VAT

10. Minute Number 1207/11 - Derbyshire Association of Local Councils

Resolved: To note the following information.

- a. Circular 12/2011
 - a. Power of Well Being Training – 22.06.2011 at the Parish Hall, Church Street, Ockbrook
 - b. Additional Law and Good Practice for Parish Councils – 22.06.2011 at the Parish Hall, Church Street, Ockbrook
- b. Circular 13/2011
 - a. Allotment Seminar 25th March 2011 Whitechurch Parish Hall, 28 London Street, Whitechurch
 - b. Code of Publicity
 - c. Derbyshire Police Authority – E Newsletter
 - d. Clerk/RFO Vacancy – Briminton PC
 - e. Clerk/RFO Vacancy – Dalbury Lees Parish Council
- c. Circular 14/2011 – will follow
- d. Circular 15/2011
 - a. Parish Council and Community Council Clerks PAYE Implementation
- e. Circular 16/2011 – will follow
- f. Circular 17/2011
 - a. The Public Forest Estate
 - b. Parish Elections 5th May 2011
 - c. Derbyshire County Council – Bringing people together promotion
- g. Circular 18/2011
 - a. Market Towns – Funding and bidding for project funding successfully – 29th March 2011 at the Town Hall, Salter's Street, Berkley
 - b. Employment Briefing
 - c. Consultation on the proposed local list of requirements for Planning Applications by Derbyshire County Council
 - d. Derbyshire County Council corporate resources department training
- h. Circular 19/2011
 - a. Good Councillor Guide 3rd Edition
- i. Circular 20/2011
 - a. Action for Market Town Awards
 - b. Derbyshire County Council Parish and Town Council Liaison forum
 - c. HM Revenue and Customs – Employment Workshops

11. Minute Number 1208/11 - Finance

A) Accounts for Payment.

Resolved: To note the following information.

Cheque No	Payee	Description	Amount
001908	Andrew Keeling	Boiler Repairs (VH)	£250.00
001909	4Tel Communications	Telephone (VH)	£25.08
001912	South Staffs Water	Water (VH)	£98.95
001913	South Staffs Water	Water (VH)	£91.53
001914	Information Commissioner	Data Protection Registration	£35.00
001916	EDF Energy	Electricity Bill (VH)	£251.52
001919	Aucuba Landscapes	Maintenance	£180.00
001920	Aucuba Landscapes	Maintenance	£526.50
001921	DALC	Training	£15.00
001922	Burn it Now	Confidential Documentation Destruction	£158.00
001923	SDDC	Council TAX – PC Garage	£67.10
001924	Standard Industries LTD	Lighting Column removal and survey	£2,670.00
001925	DALC	Membership	£829.67
001926	Hilton Harriers FC	Line Mark Paint	£46.50

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 This is page 1059 of the Minutes of the Meeting of Hilton Parish Council held on 30.03.2011

001927	Viking Direct	PPE	£108.49
001928	Hilton Village Hall	Room Hire	£35.80
001929	Glasdon UK Ltd	Spaceliner	£756.96
001930	Regal Paints Ltd	Line Mark Paint	£136.92
001931	Harvey and Clark	Lighting Column removal	£336.00
001932	Sterilizing Services	Water Testing	£81.00
001933	Cancelled		
001934	Acqua Window Cleaning	Window Cleaning (VH)	£25.00
001935	Best Vending	Drinks Machine (VH)	£423.01
001936	Rural Action Derbyshire	ACRE Publication (VH)	£7.00
001937	Energi Consulting Services Ltd	Additional Work re M&E Tender (VH)	£1,260.00
001938	PPL Ltd	License (VH)	£545.00
001939	City Fire Services	Fire Extinguisher Test (VH)	£126.00
001940	4Tel Communications	Telephone (VH)	£34.27
001941	Viking Direct	Stationery (PC & VH)	£415.67
001942	Applied Electrical Service	Call out and Maintenance	£183.66
001907, 001910, 001911, 001915, 001917, 001918, 001943	Salaries and NICS (VH)		£1,848.71
001944 to 001950	Salaries and NIC's		£5,999.60
001951	Best Vending Ltd	Vending Machine rental	£78.00

Other Items

Income – Current Account

James Norman	£46.00	Rec074	Hilton Harriers	£16.00	Rec100
Craig Hithersay	£25.00	Rec075	Hilton Harriers	£54.00	Rec101
Jason Watkins	£24.00	Rec076	Tutbury Tigers	£130.00	Rec102
Hilton Athletic	£24.00	Rec077	Tutbury Tigers	£46.00	Rec103
Jason Watkins	£25.99	Rec078	Craig Hithersay	£100.00	Rec104
Jason Watkins	£26.00	Rec079	Darcy Bunnies	£37.50	Rec105
Jason Watkins	£78.00	Rec080	Steve Kirk	£52.00	Rec106
Hilton Athletic	£92.00	Rec081	Hilton Athletic	£189.00	Rec107
Craig Hithersay	£100.00	Rec082	Jason Watkins	£104.00	Rec108
Mrs Evans	£37.50	Rec083	Nick Miller	£104.00	Rec109
Hilton Athletic	£46.00	Rec084	Steve Kirk	£104.00	Rec110
Etwall Childrens Centre	£87.50	Rec085	Hilton Harriers	£72.00	Rec111
Tutbury Tigers	£175.00	Rec086	Nick Miller	£104.00	Rec112
Hilton Athletic	£59.00	Rec087	Hilton Harriers	£19.00	Rec113
Jim Mortimer	£75.00	Rec088	Hilton Harriers	£23.00	Rec114
Mrs Walker	£25.00	Rec089	Hilton Harriers	£72.00	Rec115
SDDC	£63.93	Rec090	Hilton Harriers	£130.00	Rec116
Rev Murphie	£26.00	Rec091	Tutbury Tigers	£142.00	Rec117
Craig Hithersay	£100.00	Rec092	Hilton Athletic	£69.00	Rec118
Jason Watkins	£78.00	Rec093	Hilton Athletic	£69.00	Rec119
Jason Watkins	£52.00	Rec094	Jason Watkins	£78.00	Rec120
Broadband	£29.07	Rec095	Littleover Villa	£57.00	Rec121
Tutbury Tigers	£104.00	Rec096	Hatton Sport	£364.00	Rec122
Tutbury Tigers	£46.00	Rec097	Steve Kirk	£78.00	Rec123
Nick Miller	£52.00	Rec098	Hilton Harriers	£26.00	Rec124
Jim Mortimer	£104.00	Rec099	Hilton Scouts	£389.08	Rec125
Steve Kirk	£104.00	Rec126	Hilton Athletic	£46.00	Rec127
Hilton Harriers	£12.00	Rec128	Lee Mortimer	£78.00	Rec129
Hilton Village Hall	£909.41	Rec135	Hatton Sport	£364.00	Rec130
Burton Albion	£23.00	Rec131	Hilton Harriers	£78.00	Rec132
Tutbury Tigers	£123.00	Rec133	Craig Hithersay	£78.00	Rec134
Darcy Bunnies	£25.00		Not given rec number yet		
Jason Watkins	£104.00		Not given rec number yet		

Income - Reserve Account

Alliance and Leister	£163.10	Res003
SDDC	£50.00	Res004

Expenditure – Current Account

Key Cutting	£84.87
BT Phone Bill	£193.01

12. Minute Number 1209/11 - Items for Information

Resolved: To note the following information.

- a) DCC – The Derbyshire County Council, Peacroft Lane, Hilton, School Keep Clear Restrictions and Prohibition of Waiting) Order 2011 – information
- b) Aon – Letter with regards to confirmation that they are happy with the steps taken to secure the Parish Council Garage as per my letter dated 13th January 2011
- c) Hilton and Marston History Group – Letter of thanks for the Parish Council Grant
- d) Clerks and Council Direct Magazine March 2011
- e) Derbyshire Fire and Rescue – Help stop fires in Derbyshire information
- f) John Port School – Academy Status for John Port School
- g) Friends of Marston Cemetery – Thank you letter for the Parish Council Grant
- h) SDDC – Get Set for Digital information with regards to TV Ariel scam
- i) TAG – Email of thanks for the Parish Council Grant

13. Minute Number 1210/11 - Items for discussion

There was nothing to report

14. Minute Number 1211/11 - Planning Matters for Decision

- a) Reg No 9 2011 0147 – Replacement roof incorporating two velux windows at 1 Cherry Garth, Hilton

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

15. Minute Number 1212/11 - Planning Matters for Information

Resolved: To note the following information.

- A) Reg No 9 2010 1138/U – Extension to the residential cartilage incorporating a new garage, stables in the paddock and a new vehicular access at Burnt Heath Cottage, Sutton Lane, Hilton – HAS BEEN GRANTED
- B) Reg No 9 2010 1084 – The variation of condition two of planning permission 9 2009 1018 (granted at Appeal) to allow four caravans per pitch rather than the two permitted at Sutton Lane, Hilton – HAS BEEN REFUSED

16. Minute Number 1213/11 - Date of the next Meeting

Resolved: The date of the next Hilton Parish Council Meeting to be held at Hilton Village Hall is 27th April 2011 commencing at 7pm.

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

Part 2

Minute Number 1214/11 - Exempt Items

- a) Clerks Reports.

Clerks Report

Item A. Employment matters:

Resolved: Hilton Parish Council agreed to employ Employment Relation Services to take on all HR responsibilities as this was deemed necessary with the amount of staff that the Parish Council now employed.

Resolved: The Clerk to acknowledge the letter stating that the comments are duly noted and to pay the overtime hours claimed by the former employee.

Item B. – Village Hall Matter:

Resolved: The Clerk to resubmit the Annual Accounts for the financial year ending 31st March 2010 with the correct Trustee details.

Resolved: The Clerk to arrange for the vending machine to be removed.

Resolved: To order the caretaker a new mobile phone as soon as possible.

Resolved: The Clerk to order a replacement fridge for the Village Hall kitchen.

Resolved: The Clerk to ask the caretaker to complete the repair works to the kitchen area as soon as possible.

Resolved; The Clerk to write to the group storing sensitive data protected information in the Village Hall/Parish Council office to remove this within the next 14 days.

Resolved: The Clerk to inform the new Internal Auditor when the year end accounts for 2010/2011 are completed so that the Internal Audit can take place.

Signed.....dated.....