

Hilton Parish Council
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MINUTES OF THE HILTON PARISH COUNCIL MEETING HELD ON WEDNESDAY 27TH APRIL 2011 AT HILTON VILLAGE HALL COMMENCING AT 7PM

Present:

Cllr Bates (in the Chair)
Cllr Hickinbotham, Cllr Carter, Cllr Smith, Cllr Walton-Knight, Cllr Day,

2 District Council Representatives, 1 County Councillor Representative and 4 Members of the Public were also in attendance.

AGENDA

PART 1 - NON EXEMPT INFORMATION

1. Minute Number 1215/11 - To Receive Apologies for absence.

Apologies were received and accepted from Cllr McDonald and Cllr Keery.

2. Minute Number 1216/11 - Variation of the Order of Business.

There were no Variations to the Order of Business.

3. Minute Number 1217/11 - Declaration of Members Interests.

There were no Declarations of Members Interests.

4. Minute Number 1218/11 - Public Speaking.

Minute Number 1218/11/A – Public Speaking

A resident spoke about the buses going through the estate and suggested that these should be directed around The Mease instead.

Minute Number 1218/11/B – Police Representatives Report

There were no Police Representatives at the meeting.

The Chair read out the Police Report as Follows:

X5 Thefts:- Lead flashing stolen from bay window / Unattended push bike stolen / Large lorry tyres stolen from commercial premises / Mobile phone stolen and used after being lost / Timber stolen from commercial premises.

X3 Criminal Damage:- Stone thrown at rear window of car / Damage to fence panels/ Window smashed x1 arrested

X2 Assaults:- Assault near to Hilton village hall x1 Male arrested and charged / Assault in Hilton x2 males arrested.

Minute Number 1218/11/C – District Councillors Report

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

Cllr Plenderleith gave her report as follows:

- She had been contacted by a lady with regards to advertising the Etwall Well Dressing around the village. Cllr Plenderleith asked if the Parish Council could devise a Policy with regards to advertising events in and around the village with the Enforcement Officer at SDDC.
- She had been contacted by a resident to ask why the Parish Council did not advertise anything within the Hilton and Dove Life Directory.

Minute Number 1218/11/D – County Councillors Report.

Cllr Patten was in attendance at the meeting.

Cllr Patten gave her report as follows:

- The Prohibition Order of stopping at the Hilton Primary School was in the process of being agreed and finalised.
- There had been a lifting of the prohibition Order at Dale End Road
- There were currently 2 School Governor Vacancies, one at Hilton Primary School and one at the John Port School. Anybody interested in these vacancies should contact Cllr Patten directly.

5. Minute number 1219/11 - To confirm the Non Exempt Minutes of the Hilton Parish Council Meeting held on 30th March 2011

Resolved: The Non Exempt Minutes of the Hilton Parish Council Monthly Meeting held on Wednesday 30th March 2011 having been circulated were approved and signed as a true record.

6. Minute Number 1220/11/ - Chairpersons Report – Cllr Bates

The Chair gave his report as follows:

- He had attended the Marston on Dove Relief in Need Charity Meeting held on 18th April 2011 at Hilton Village Hall commencing at 7pm. At the next meeting which is still to be confirmed the future of the Charity will be discussed.

7. Minute Number 1221/11 - Committee Reports

A) Minute Number 1221/11/A - Community Services – Cllr Bates, Cllr Keery, Cllr Smith and the Clerk to the Parish Council

- School Governors

It was reported that the budget would be set on the 5th May 2011.

- Safer Neighbourhoods

The next Safer Neighbourhoods Meeting will be held on 13th June 2011 venue to be confirmed.

- Community Information and Publicity

The Clerk reported that she had received a request for a local organisation to advertise the Etwell Well Dressing around the village by way of banners. The Clerk asked the Council if they would allow this in the current situation.

Resolved: It was agreed that a Policy was required for such matters and the Clerk should speak with the Enforcement Officer at SDDC

B) Minute Number 1221/11/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

Resolved: Precept information to be added to the Hilton online Forum and Hilton Parish Council Website.

C) Minute Number 1221/11/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

It was reported that there were overhanging hedges and trees on Sutton Lane, both sides of the road from the village to the A50 and beyond.

Resolved: The Clerk to email Cllr Patten the details and she will then take this matter up with the Highways Department at the County Council.

- Environmental Issues
- Recycling Facilities
- Dog and Litter Bin Provisions

- Lengthsman's Report
 - 1) Lengthsman Report from Sam Bevins

The Clerk reported that there would be a ROSPA Play Inspection day to be held at Hilton Village Hall on 29th June 2011. The Clerk reported that she had booked the Groundsman onto this course as it covered Play Equipment Inspection and Risk Assessments and he had showed a very strong interest in attending this course.

Resolved: The Parish Council Agreed for the Lengthsman to attend the course.

The Chair read out the Lengthsman's report.

Resolved: The Clerk to add items from the report to the agenda for the May 2011 Parish Council Meeting.

The Chair presented Mr Derek Woolliscroft the former Lengthsman with a thank you gift from the Parish Council for his retirement.

D) Minute Number 1221/11/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 1221/11/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

Resolved: The Clerk to purchase combination locks for the Astro Turf.

F) Minute Number 1221/11/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 1222/11 - Reports from Councillors that have attended any other Meetings.

- Etwall Area Meeting – Cllr Bates

There was nothing to report.

- Toyota Liaison

There was nothing to report.

- Derby Airfield Consultative Committee – Cllr Walton-Knight

There was nothing to report.

- The Mease Management Committee – Cllr Hickinbotham

It was reported that the next meeting of The Mease Management Committee would be held on Saturday 7th May 2011 at 9.30am. The meeting would be to discuss the Opening day.

- Marston on Dove Relief in Need Charity – Cllr Bates

The Clerk reported that the last meeting was held on 18th April 2011 at Hilton Village Hall commencing at 7pm.

- Hilton Dog Walking Group – Cllr Walton-Knight

Cllr Walton-Knight gave his report as follows:

- There was a walk planned on 2nd May 2011 commencing at 10.30am at Foremark Reservoir.
- The AGM would be held on 26th May 2011

- Flood Liaison – Cllr Walton-Knight

There was nothing to report.

- DCC – Parish and Town Liaison Forum – Cllr Bates

The Chair reported that the meeting had been changed to 23rd June 2011 at The Members Room, County Hall, Matlock, commencing at 6pm to 8pm.

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

It was reported that the first Village Hall Committee Meeting was held on 19th April 2011, the Parish Council members had all received a draft copy of the minutes for information, these would be authorised at the next Hilton Village Hall Committee Meeting which was still to be arranged for the end of May 2011. Items raised at the Village Hall Meeting were then briefly discussed.

Resolved: The Clerk to arrange to have the Vending Machine at the Village Hall removed as soon as possible. The Village Hall Committee Members and the Parish Council agreed to pay the £800.00 to break the Village Hall from the 5 year contract.

Resolved: The Clerk to deal with the Inland Revenue Issues relating to the Village Hall with HMRC. The Clerk to speak with Cllr Day if she requires any assistance in this matter.

9. Minute Number 1223/11 - Clerk's Reports

- Update on the Back Lane Pavilion extensions – Previously reported under minute number 1056/10, 1076/10, 1111/10, 1128/10, 1146/10, 1173/11, 1189/11 and 1206/11 Clerk Report

Resolved: The Clerk to inform the Architect to continue to the planning stages as per the proposed plan agreed by the Football Foundation.

- Parish Council Office update. – Previously reported under minute number 1146/11, 1173/2011, 1189/11 and 1206/11 – Clerks Report

The Clerk reported that the Parish Council Office work had been completed apart from the painting which would be completed shortly. BT would be installing the phone line on 27th May 2011 and the Clerk planned to move into her new office at the beginning of June 2011.

- Astro Turf lighting problems update – previously reported under minute number 1173/11, 1189/11 and 1206/11

The Clerk reported that she had spoken to the insurance company and the CCTV and lighting column was covered by the Parish Councils Insurance. She reported that the order for the repairs had now been placed and she was awaiting a delivery and start date for the work to be completed.

- Junior Football Teams would like the Junior Pitch converting in to an adult pitch if at all possible.

The Clerk reported that she had received an email from one of the Clubs requesting that the Junior Pitch be made into a Senior Pitch. The Clerk explained that all of the Junior Teams were requesting to use the large pitch as the children were outgrowing the Junior Pitch.

Resolved: The Clerk to speak with Aucuba to see if the Junior Pitch can be converted into a Senior Pitch.

- Request of Group Fitness Training on the park.

The Clerk reported that she had taken advice on this matter from DALC. The Clerk asked the Parish Council Members to firstly consider if they would allow such an activity on Parish Council Land and secondly would they wish to charge a rental for this activity. The Clerk explained that the Fitness Trainer would require his own Public Liability Insurance and a copy of this would be required for the Parish Council records.

Resolved: The Clerk to inform the trainer that the Parish Council are happy for this activity to go ahead without any charge, however he must use the area near the Picnic Area.

Resolved: The Clerk to obtain a copy of his Public Liability Insurance before the classes commence.

- Bloomfield Entrance.

The Chair explained the threat of Travellers gaining access to the site over the Bank Holiday weekends.

Resolved: The Clerk to obtain quotes to remove the gates and to fence this area off.

- Maintenance of the Village Clock

The Clerk explained that a resident had come forwards who would like to look after the Village Clock making sure that the time was correct. The Clerk explained that she had spoken to the Insurance Company and the rules surrounding this were as follows:

- The Parish Council would be covered under Employers Liability for a member of the public to maintain the clock as a volunteer to the Parish Council.

Resolved: The Clerk to contact the English Clock Makers and repair the clock in the first instance.

Resolved: The Clerk to complete a Risk Assessment for the clock

Resolved: Cllr Plenderleith to forward the residents details onto the Clerk

Resolved: The Clerk to liaise with the resident on the maintenance of the clock.

10. Minute Number 1224/11 - Derbyshire Association of Local Councils

Resolved: To note the following information.

- Circular 21/2011
 - Accounts and Audit (England) Regulations 2011. SI No:2011/817
 - Abolition of the Audit Commission
 - VAT

- d. The Practitioner's Guide
 - e. Legislative Reform Order – Electronic Payments
 - f. Heath and Holmewood Parish Council – Clerk Vacancy
- b. Circular 22/2011
- a. The abolition of the default retirement age (DRA) Update
 - b. Wirksworth Town Council – Responsible Financial Officer and Assistant Clerk Vacancy
 - c. Wirksworth Town Council – Caretaker Vacancy
 - d. Dale Abbey Parish Council – Clerk and RFO Vacancy

11. Minute Number 1225/11 - Finance

Resolved: To note the following payments.

A) Accounts for Payment.

Cheque No	Payee	Description	Amount
001953	S Bevins	AMP for Meetings	£50.00
001954	Planters Garden Centre	Vouchers	£50.00
001955	Standard Industries	Lighting Columns	£8,837.58
001956	P E Builders	PC Office Work	£3,970.00
001960	Aon Ltd	Insurance Cover	£7,681.86
001961	SDDC	Fill Grit Bin	£66.42
001962	Aucuba	Maintenance Bund (VH)	£234.62
001963	Aucuba	Maintenance	£279.60
001964	Aucuba	Maintenance	£448.30
001965	Talbot Farm Landscapes	Goal Posts	£5,720.32
001966	Flint Bishop Solicitors	Legal Fees (VH)	£1,506.50
001967	ESP Projects Ltd	Website (VH)	£120.00
001968	Hilton Village Hall	Room Hire	£35.80
001969	Sterilizing Services	Water Testing	£52.80
001952, 001957, 001958, 001959, 001970 & 001972		Salaries and NIC (VH)	£3,574.90
001971, 001973 to 001984		Salaries, NIC's and Parish Allowance	£6,341.69

12. Minute Number 1226/11 - Items for Information

Resolved: To note the following information.

- a) Glasdon – Product information
- b) DCC – Adoption of Trusley Brook off Welland Road
- c) SDDC – Road Closure Notification for a Street Party to mark the Royal Wedding for Kyle Road on 29th April 2011
- d) DCC – SACRE Annual Report

13. Minute Number 1227/11 - Items for discussion

- a) Request from a student in the village to pay a donation towards her text books for Sheffield Halam University

Resolved: The Clerk to direct the student to the Education Foundation.

14. Minute Number 1228/11 - Planning Matters for Decision

- A) Reg No 9 2011 0250 – The conversion of the garage into living accommodation at 10 Alders Brook – Hilton.

Resolved: Hilton Parish Council had no objection to the above planning application in principal, however we would request that parking for 2 cars be maintained on the driveway to the property so as not to obstruct the access of the neighbouring households.

- B) Reg No 9 2011 0247 – Demolition of an existing dwelling and construction of replacement two storey dwelling at the Cottage, Burnt Heath, Hilton.

Resolved: Hilton Parish Council had no objections to the above planning application in principal, however consideration must be given to the neighbours as this development will have a big impact on their visuals of the neighbours and the surrounding area.

15. Minute Number 1229/11 - Planning Matters for Information

Resolved: To note the following information.

- a) 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 Derby – APPEAL START DATE 23.03.2011

16. Minute Number 1230/11 - Date of the next Meeting

Resolved: The next parish Council Meetings will be held on 18th May 2011 at Hilton Village Hall commencing at the following times:

6.30pm for the Annual Parish Meeting,

6.45pm for the Annual Parish Council Meeting.

7pm for the Monthly Parish Council Meeting.

Resolved: Refreshments to be served at the meeting.

Thanks were offered to Cllr Hickinbotham for all his hard work over the past 18 years. It was agreed that it was sad that Cllr Hickinbotham was retiring from Hilton Parish Council, he would be greatly missed.

Signed.....Dated.....

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This is page 1068 of the Minutes of the Meeting of Hilton Parish Council held on 27.04.2011