

Hilton Parish Council
Clerk: 110 New Road, Newhall, Swadlincote, Derbyshire. DE11 0TH
Tel: Office 01283 730969 – Mobile 0771 9599132
Email: clerk@hiltonparishcouncil.org.uk
Website: www.hiltonparishcouncil.org.uk

**MINUTES OF THE HILTON PARISH COUNCIL MEETING HELD ON WEDNESDAY 27th July 2011 AT HILTON VILLAGE HALL
COMMENCING AT 7PM**

Present:

Cllr Bates (in the Chair)
Cllr Smith, Cllr Carter, Cllr McDonald and Cllr Walton-Knight

1 District Council Representative, 1 County Councillor Representative, 1 Burton Mail Representative and 17 members of the public were in attendance

AGENDA

PART 1 - NON EXEMPT INFORMATION

1. Minute Number 1293/11 - To Receive Apologies for absence.

Apologies were received and accepted from Cllr Day.

2. Minute Number 1294/11 - Variation of the Order of Business.

There were no Variations to the Order of Business.

County Council Later when Julie arrives

3. Minute Number 1295/11 - Declaration of Members Interests.

There were no Declarations of Members Interests.

4. Minute Number 1296/11 - Public Speaking.

Minute Number 1296/11/A - Public Speaking

Members of the public in attendance raised the following issues:

- A resident was in attendance asking the Parish Council to support her new website called "Find a Dog Walk" which was on the agenda to be discussed by the Parish Council later during the meeting.
- 2 members of the TAG group were in attendance to discuss the issue of hiring the Village Hall on a Friday Night. This matter was to be discussed by the Hilton Village Hall Management Committee on 31st August 2011.
- A representative from Hilton Harriers Football Club was present at the meeting to raise the issue of dog fouling and dogs off leads at The Mease which contravened the current Dog Control Order. This was on the Parish Council agenda to be discussed later during the meeting.

Minute Number 1296/11/B - Police Representatives Report

There were no Police Representatives present at the meeting.

The Chair read out their report as follows:

Safer Neighbourhood Team information:-

At our last Safer Neighbourhood meeting, on Monday 13th June 2011, it was decided by the public that the two priorities previous set for ASB at Hilton Village Hall and Etwall on Friday nights could be closed. In place of these the following issue was set by the public for the next 3 months:

Parking issues on Welland Road, Wildhay Brook and Humber Street, Hilton

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This is a partnership issue that will be looked into by your local Safer Neighbourhood Team, comprising the Safer South Derbyshire partnership and the police. We initially will be monitoring the situation and where problems are identified, we will give out advice by means of a leaflet drop in the area. If problems continue we will follow this up with enforcement actions if needs be. We urge people to pay attention to the Highway Code and park in a considerate/legal manner. Remember, pavements are for pedestrians and if you have an emergency needing an Ambulance or Fire engine, could it get through?

The next Safer Neighbourhood meeting will be on Thursday 15th September, 6.30pm at Egginton Memorial Hall. These meetings give you the opportunity to set the agenda in your area and help implement lasting solutions.

Positive Action Update

This month we have taken positive action within the community on the following:

Anti Social use of a Vehicle

We have seized one vehicle under Section 59 of the Road Traffic Act for driving in a careless manner in Hilton. The driver of this vehicle has previously been issued a Section 59 warning which lasts a year on both the driver and the vehicle. The warning then gives us the power to seize the vehicle if the driver is seen to be driving in this manner again. It is the responsibility of the owner to reclaim the vehicle within 14 days and pay the statutory fees, if the vehicle is not reclaimed it will be disposed of either by crushing or selling to recover any costs.

We have also issued two Section 59 Warnings - 1 on Peacroft lane Hilton and 1 in Mickleover for anti social driving.

2nd Arrest made for thefts from motor vehicles

We reported in last months update that an arrest had been made in connection with the recent thefts on the Pastures estate Mickleover. We are pleased to let you know that a second person has also been arrested for these.

Fixed Penalty Notice issued

A fixed penalty notice was issued in Hatton for a public order offence of foul language and verbal abuse in the street.

Restorative Justice Crimes

Two crimes have been dealt with by way of restorative justice at the victim's request. Damage was committed to a felt roof and the two offenders were made to pay for the damage and clean the windows of the property. The second crime was a smashed window to a property and the offender had to apologise and pay for the repair.

Drugs operation

We ran a drugs operation recently using the drugs dog which was taken out on patrol on a busy Friday night. During this operation the dog would indicate when it could smell illegal substances and officers would then search the person/s. During this operation an arrest for possession of cannabis was made after strong indications were given by the dog and a positive search made by officers.

On a second unrelated offence a male has been charged to court for possession of cannabis.

For further information on your local Safer Neighbourhood Team and Derbyshire Police please visit www.derbyshire.police.uk. For your local crime figures please log onto www.police.uk.

Minute Number 1296/11/C - District Councillors Report

Cllr Plenderleith and Cllr Bale sent their apologies, there was nothing to report.

Minute Number 1296/11/D - County Councillors Report

Cllr Patten was in attendance at the meeting

Cllr Patten gave her report as follows:

- She hopes that the TAG difficulties with regards to the hire of the Village Hall could be resolved.
- Dog fouling at The Mease Football Pitches was still a problem along with dogs being off their lead. If anyone has any ideas on how this matter can be resolved, please contact Cllr Patten directly.
- The walk with the Fire Service along Welland Road did not go ahead as planned and would be rearranged for sometime during September 2011.
- She was still in discussions with Trent Barton Bus Company with regards to a late night service from Derby at the weekends and a letter had been sent to them.
- She still had some money in the Council Community pot for local groups to access. If anyone was interested or knew of a small group in need of funding to contact Cllr Patten directly.
- There was a new Community Action Fund in place to help small volunteer groups of up to £1k available between now and December 2011. Anyone requiring information on this fund should contact Julie Wildgoose at DCC on: 01629 538439.
- She had attended the appeal meeting with regards to the traveller site at Church Broughton on 19th July 2011. The outcome was not yet known, however the inspector was very fair to both sides.

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5. **Minute Number 1297/11 - To confirm the Non Exempt Minutes of the monthly Hilton Parish Council Meeting held on 29th June 2011.**

Resolved: The Non Exempt Minutes of the Monthly Hilton Parish Council Meeting held on Wednesday 29th June 2011 having been circulated were approved and signed as a true record.

6. **Minute Number 1298/11 - Chairperson's Report – Cllr Bates**

The Chair gave his report as follows:

- He had attended the last Area Forum Meeting held on 26th July 2011 where the crime figures for the year were given out.
- At the next Area Forum meeting there will be a consultation on recycling facilities around South Derbyshire.
- They would also be looking at merging the Area Forum with the Safer Neighbourhoods meeting in the future.
- There were 2 more opportunities left for residents to attend the invitation to planning "Drop in Events" held by SDDC. These were to be held at Hilton Village Hall on 1st August 2011 commencing at 3pm to 7.30pm and at the Hatton Centre on 3rd August 2011 commencing at 3pm to 7.30pm.

7. **Minute Number 1299/11 - Committee Reports**

A) **Minute Number 1299/11/A - Community Services – Cllr Bates, Cllr Day, Cllr Smith and the Clerk to the Parish Council**

- Safer Neighbourhoods
- Community Information and Publicity

There was nothing to report.

B) **Minute Number 1299/11/B - Finance – Cllr Bates, Cllr Day, Cllr Smith and the Clerk to the Parish Council**

- 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
 - 1) Annual Return back from the Audit Commission

Resolved: Section 3 – External Auditor's Certificate and Options. On the basis of the Audit Commissions review of the Financial Accounts for the year ending 31st March 2011. In their opinion the information in the Annual Return was in accordance with proper practices and no matters had come to their attention giving cause for concern that relevant legislation and regulatory requirements had not been met.

Resolved: In the Audit Commissions opinion there were no matters affecting their opinion and no recommendations were required.

The Clerk was thanked for her hard work.

2) 3 Month Accounts 1st April 2011 to 30th June 2011

Resolved: The Financial Accounts prepared by the Clerk for the 1st quarter of the accounts being 1st April 2011 to 30th June 2011 were accepted as a true record and duly authorised.

C) **Minute Number 1299/11/C - Environment and Green Space – Cllr Bates, Cllr Carter, Cllr McDonald, Cllr Walton-Knight 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

The Clerk reported that the new dog bins for the Greenway Extension were on order and should be installed over the next few weeks or so.

- Lengthsman's Report

1) Groundsman and Lengthsman Report from Sam Bevins

- The Groundsman and Lengthsman would like the Parish Council to consider them completing the ground maintenance when the tender is up for renewal with regards to the maintenance around the Tennis Court, cutting of the hedge on Back Lane, Mill Lane and Meadow Lane and the planting and maintenance of the Boarders on the Village Hall Site.

Resolved: The Clerk to add this matter to the agenda in January 2012 when looking at putting the contract back out to tender.

- The Groundsman requires plants and materials to the value of £237.83 ex VAT for his training course to be planted by the side of the garage.

Resolved: The Parish Council agreed to order the materials and plants required.

The Chair then read out the Groundsman's monthly report.

D) Minute Number 1299/11/D - Village Infrastructure – Cllr Day, Cllr Carter, Cllr Walton-Knight 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 1299/11/E - Recreation and Leisure – Cllr Bates, Cllr Carter, and the Clerk to the Parish Council

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

It was reported that the Scouts Group had done a fantastic job with the new fencing and planting area to the rear of the Scout Hut. It was agreed that this looked lovely and was an asset to the village and the Village Hall Site.

F) Minute Number 1299/11/F - Employment Issues – The Chair and the Clerk to the Parish Council

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

There was nothing to report.

G) Minute Number 1299/11/G - Hilton Village Hall Management Committee – Cllr Bates, Cllr Carter, Cllr McDonald, Cllr Smith, Ian Hey and the Clerk to Hilton Parish Council.

It was reported that the Village Hall Management Committee had their last meeting on 13th July 2011 at Hilton Village Hall commencing at 7pm.

There had been a further meeting to discuss moving forwards with the plans for the extension and the Architect was in the process of sending the plans out for re-tender. Originally the extension had been broken down into 2 phases; however it had been determined that overall this would cost more. The newly formed Management Committee in conjunction with Hilton Parish Council had now agreed and was moving forward with the plan to complete the work as a whole project. It has also been established that the Village Hall is eligible for a Charity Bank Loan which in affect would be a mortgage, once obtained this will allow the project to steam ahead.

8. Minute Number 1300/11 - Reports from Councillors that have attended any other Meetings.

- Etwall Area Meeting – Cllr Bates and Cllr Carter

There was nothing to report already completed above.

- Toyota Liaison – Cllr Bates as the Chair to Hilton Parish Council

The Chair explained why the Eco Day tickets for 24th July 2011 had not been distributed. This was due to the fact that they had not been received by the Clerk until Saturday 23rd July 2011, post marked 21st July 2011. The Clerk had no way of getting them to the Councillors prior to the event.

- Derby Airfield Consultative Committee – Cllr Walton-Knight

There was nothing to report.

- The Mease Management Committee – Cllr Carter

There was nothing to report.

- Marston on Dove Relief in Need Charity – Cllr Bates as the Chair to Hilton Parish Council and the Clerk to Hilton Parish Council

There was nothing to report.

- Hilton Dog Walking Group – Cllr Walton-Knight and Cllr McDonald

It was reported that the group now had 150 members.

Hilton Dog Walking Group had managed to raise roughly £60.00 at the Party in the Park event which had been given to the homeward Bound Charity.

- Flood Liaison – Cllr Walton-Knight

Resolved: The Clerk to establish from SDDC the date, time and venue of the next meeting and then inform Cllr Walton-Knight.

- DCC – Parish and Town Liaison Forum – Cllr Bates as the Chair to Hilton Parish Council

Resolved: The Clerk to inform Cllr Bates the date, time and venue of the next meeting.

9. Minute Number 1301/11 - 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, 1173/11,1189/11, 1206/11, 1268/11 - Clerk Report

The Clerk reported that the Planning Application has now been granted. The Architect was now working on the Building Regulations.

The Chair took the opportunity to update members of the public on the extension and refurbishment to the Back Lane Pavilion.

- b. CCTV Tennis Courts

The Clerk reported that prices were being obtained for the replacement CCTV for the Astro Turf and for the installation of extra CCTV to cover the Pavilion.

Resolved: The Clerk to look into trying to obtain funding towards the extra cameras from the Safer Neighbourhoods Partnership.

- c. Request to work with the Parish Council for information for a website with regards to cleaning up after your dog etc

Resolved: The Parish Council agreed to the Clerk working with the resident and supplying information to help with the development of the website.

- d. The Mease Football Pitch issues with dog fouling

Resolved: To have a Committee Meeting to discuss the issues and to try and find away forward with regards to this matter before the September 2011 Parish Council meeting. The Clerk to also invite The Mease Management Committee, The Hilton Dog Walking Group and Cllr Julie Patten.

Resolved: The Clerk to add the Bloomfield Gate to the agenda for August 2011 for further discussion.

10. Minute Number 1302/11 - Derbyshire Association of Local Councils

Resolved: To note the following information.

- a. Circular 34/2011
- Power of Well Being training courses
 - Law and Good Practice for Parish Councils an Introduction training courses
- b. Circular 35/2011
- Certificate in Local Council Administration Training
 - Action for Market Towns
 - HM Revenue and Customs Workshop Programme
- c. Circular 36/2011
- Derbyshire County Council Winter Service Questionnaire
 - DALC Executive Committee
 - Vacancy of Clerk/RFO Horsley Parish Council
 - Vacancy of Clerk/RFO Pilsley Parish Council
 - Leicestershire and Rutland Association of Local Councils – Chief Officer Vacancy
 - Quick Employment Tips
- d. Circular 37/2011
- The Localism Bill – Progress so far
 - Open Public Service white paper
 - The Queen's Diamond Jubilee Beacons
 - Vacancy for a Clerk/RFO at Wessington Parish Council

11. Minute Number 1303/11 - Finance

Resolved: To note the following payments.

- A) Accounts for Payment.

Hilton Village Hall

Cheque No	Payee	Description	Amount
002060	4tel communications	telephone	£136.24
002066	Aucuba Landscapes	Maintenance	£117.31
002067	SWG Flooring Ltd	Floor Repairs	£306.00
002069	Cromwell	Paper Towels and Black Bags	£219.78
002076 to 002081	Salaries and NICs		£1,736.38

Hilton Parish Council

Cheque No	Payee	Description	Amount
002061	Sterilizing Services	Water Testing	£52.80
002062	Eve Trackway Ltd	Trackway	£7524.00
002063	Aucuba Landscapes	Maintenance	£459.60
002064	Standard Industries Ltd	Lighting Installation	£3,677.06
002065	Aucuba Landscapes	Maintenance	£448.30
002068	Cromwell	PPE	£262.35
002070 to 002075	Salaries and NICs		£5,341.95

12. Minute Number 1304/11 - Items for Information

Resolved: To note the following information.

- a) Clerks and Council Direct Magazine – July 2011

13. Minute Number 1305/11 - Items for discussion

- a) DALC – Voting Form for 2 Parish Council Representatives to serve on the SDDC Standards Committee

Resolved: The Clerk to email the list of nominations to the Council Members. The Clerk to complete the form as required.

- b) Derbyshire Community Health Service – Consultation on becoming an NHS Foundation Trust

Resolved: The Clerk to take no further action.

- c) Derbyshire Wildlife Trust – Request to pledge a donation or a letter of support

Resolved: Hilton Parish Council greed for the Clerk to send a letter of support.

14. Minute Number 1306/11 - Planning Matters for Decision

- a) Reg No 9 2011 0480 – The erection of a first floor extension at 2 Main Street, Hilton

Resolved: Hilton Parish Council had no objections to the above Planning Application. However the Council had concerns over the parking of vehicles, access and the greater use of buses due to the bus stop outside.

- b) Reg No 9 2011 0505 – The erection of a 2.4 meter high palisade security fence at Nestle Company Ltd, Marston Lane, Hatton

Resolved: Hilton Parish Council had no objections to the above Planning Application. However the Parish Council was disappointed that the work was already well advanced.

- c) Reg No 9 2011 0512 – The erection of a replacement building for dairy cattle at Grange Farm, Dale End Road, Hilton

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

- d) Reg No 9 2011 0541 – The provision of new windows on the south west and north west elevations of units 3A/3B Harrison Court, Hilton Business Park, Hilton

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

- e) Reg No 9 2011 0472 – The erection of an extension including loft conversion at 14 Cherry Tree Close, Hilton

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

15. Minute Number 1307/11 - Planning Matters for Information

Resolved: To note the following information.

- a) Reg No 9 2011 0309 – Installation of 32 roof mounted photovoltaic panels at Woodcock Farm, Willowpit Lane, Hilton – HAS BEEN GRANTED
- b) Reg No 9 2011 0308 – The installation of 378 roof mounted photovoltaic panels at Woodcock Farm, Willowpit Lane, Hilton – HAS BEEN GRANTED

- c) Reg No 9 2011 0311 – The installation of 84 ground mounted photovoltaic panels at Woodcock Farm, Willowpit Lane, Hilton – HAS BEEN GRANTED
- d) Reg No 9 2011 0247n – The demolition of an existing dwelling and construction of replacement two-storey dwelling at the Cottage, Burnt Heath, Hilton – HAS BEEN GRANTED
- e) Reg No 9 2011 0361 – The erection of an extension and installation of solar pv panels at 31 Enfield Close, Hilton – HAS BEEN GRANTED
- f) Reg No 9 2011 0307 – The retention and improvement of vehicular access to Old WD Camp, Sutton Lane, Hilton – HAS BEEN GRANTED

16. Minute Number 1308/11 - Date of the next Meeting

Resolved: The August meeting of Hilton Parish Council will be held on 31st August 2011 at Hilton Village Hall 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 they were instructed to withdraw from the meeting.

AGENDA

PART 1 - EXEMPT INFORMATION

Minute Number 1309/11 – Exempt Information.

- a) Clerks Report – Employment Relation matters

The position to date was reported to the Members of Hilton Parish Council.

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

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