

**MINUTES OF THE HILTON PARISH COUNCIL MEETING HELD ON WEDNESDAY 31ST AUGUST 2011 AT HILTON VILLAGE HALL
COMMENCING AT 7PM**

Present:

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

2 District Council Representative, 1 Burton Mail Representative and 6 members of the public were in attendance at the meeting.

PART 1 - NON EXEMPT INFORMATION

1. Minute Number 1310/11 - To Receive Apologies for absence.

Apologies were received and accepted from Cllr McDonald.

2. Minute Number 1311/11 - Variation of the Order of Business.

There was no Variation to the Order of Business.

3. Minute Number 1312/11 - Declaration of Members Interests.

There was no Declaration of Members Interests.

4. Minute Number 1313/11 - Public Speaking.

Minute Number 1313/11/A - Public Speaking

Members of the Public raised the following matters:

- The Old Paper Shop on Main Street was raised and the problem of rats.
- The Meeting with regards to the dog fouling problem at The Mease. It was reported that SDDC were currently undergoing a review of the current Dog Control Orders.
- Trees on Percywood Close were reported as overshadowing the resident's houses.

Minute Number 1313/11/B - Police Representatives Report

There were no Police Representatives present at the meeting and there was nothing to report.

Minute Number 1313/11/C - District Councillors Report

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

Cllr Plenderleith gave her report as follows:

- Received resident query with regards to the proposed park area on Humber Street/Welland Road. It was reported that this area should be leveled by Christmas.
- It was reported that there was a maintenance problem on Lilly Gardens. The Parish Council may be asked to help out in the interim by strimming the ditch area as a one off.
- It was reported that Broadband was becoming live through the village which was good news.

Cllr Bale gave his report as follows:

- He reported that he was still the newcomer to the village with not many residents knowing who he was.
- He had residents in other parishes wishing to live in Hilton

It was reported that the road hump on Main Street by the Hilton House Public House was faulty.

Minute Number 1313/11/D - County Councillors Report

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

5. Minute Number 1314/11 - To confirm the Non Exempt Minutes of the monthly Hilton Parish Council Meeting held on 27th July 2011.

Resolved: The Non Exempt Minutes of the Monthly Hilton Parish Council Meeting held on Wednesday 27th July 2011 having been circulated were approved and signed as a true record.

6. Minute Number 1315/11 - Co-Option of a Hilton Parish Councillor

Resolved: Steve Cooper was Co-Opted onto Hilton Parish Council with immediate effect.

Resolved: In accordance with the Local Government Act 1972 Cllr Cooper read and signed the Declaration of Acceptance of Office before the Clerk.

7. Minute Number 1316/11 - Chairperson's Report – Cllr Bates

There was nothing to report.

8. Minute Number 1317/11 - Committee Reports

A) Minute Number 1317/11/A - Community Services – Cllr Bates, Cllr Day, Cllr Smith and the Clerk to the Parish Council

- Safer Neighbourhoods

The next Safer Neighbourhoods Meeting will be held on 15th September 2011 commencing at 6.30pm in Egginton.

- Community Information and Publicity

B) Minute Number 1317/11/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

There was nothing to report

C) Minute Number 1317/11/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

It was reported again that there were overhanging hedges and trees on Sutton Lane, both sides of the road from the village to the A50 and beyond. This was originally reported in the Hilton Parish Council minutes dated 27th April 2011, Minute Number 1221/11/C

Resolved: The Clerk to email Cllr Patten and ask that this matter be chase up as a matter of urgency.

- Environmental Issues
- Recycling Facilities
- Dog and Litter Bin Provisions
- Lengthsman's Report
 - 1) Groundsman and Lengthsman Report from Sam Bevins

The Chair read out The Groundsman and Lengthsman Report from Sam Bevins.

The Clerk updated the Council on how well the Groundsman and Lengthsman were getting on with their training courses.

The Clerk reported to the Council that she had received a call from a resident asking her to thank the Groundsman and Lengthsmen for all their hard work around the Village and to inform them that they were doing an excellent job. The Clerk explained that she had already passed this message onto the members of staff concerned.

D) Minute Number 1317/11/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 1317/11/E - Recreation and Leisure – Cllr Bates, Cllr Carter, and the Clerk to the Parish Council

- Provision and maintenance of sport and leisure facilities

It was reported that the Clerk had been advised by SDDC that due to Health and Safety risks, the Goal posts on Back Lane should be installed and then left in situ for the football season. This was due to the fact that the Football Teams had no formal training to be able to put them up and take them down again after each match.

Resolved: The Clerk to ask the Groundsman and Lengthsman to install the goal posts as soon as possible on the Back lane Pitches.

- Children play equipment
- Parish Council owned Parks and Landscaping

F) Minute Number 1317/11/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 1317/11/G - Hilton Village Hall Management Committee – Cllr Bates, Cllr Carter, Cllr McDonald, Cllr Smith, Ian Hey and the Clerk to Hilton Parish Council.

9. Minute Number 1318/11 - Reports from Councillors that have attended any other Meetings.

- Etwell Area Meeting – Cllr Bates and Cllr Carter

There was nothing to report.

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

There was nothing to report.

- Derby Airfield Consultative Committee – Cllr Walton-Knight

There was nothing to report.

- The Mease Management Committee – Cllr Carter

The next meeting will be the AGM to be held on 19th September 2011.

- 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

Cllr Walton-Knight gave his report as follows:

- Membership was at 150 members.
- A dog walk took place in July which had been fun and refreshing.
- A further dog walk was due to take place during September 2011.

- Flood Liaison – Cllr Walton-Knight

There was nothing to report.

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

There was nothing to report.

10. Minute Number 1319/11 - 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, 1284/11, 1301/11 - Clerk Report

The Clerk reported that this was at the stage of going out to obtain Building Regulations. Once these were obtained the next stage would be to go out to tender.

- b. Update on the Welland Road/Humber Street Park – Previously reported under minute number 995, 1040, 1051, 1056/10, 1076/10 1111/10, 1128/10, 1146/10 and 1173/11 – Clerks Report

The Chair read out an update report from Zoe Sewter from SDDC as follows:

Site tidying:

I have been liaising with St Modwens contract manager, who has lined up a Contractor to begin clearance, leveling and top soiling works on site once the schools go back. I am waiting for confirmation of the date and will let you know as soon as I hear. This will leave the site in a clear and tidy state, ready for us to begin the next phase of the landscaping.

Tree Planting:

In May I put the site forward for the Million Trees Derbyshire grant application, which I have recently been told was successful. We have funding for up to 1,000 trees (including stakes and guards) and my thought was to involve the school and we would carry out a planting event during National Tree Week this winter (26 November - 4 December). At 750 pupils that means one tree each plus enough spare for residents/gardening club members/Parish Councillors, etc. I will work up more details relating to this event and will be in touch again soon. A great opportunity for publicity too.

Landscaping (paths, seating, fencing):

Mark sent through the latest revision of the design for display at the village hall earlier this summer (attached for reference). We are working on developing the specification at the moment and Groundwork is hoping to submit a funding application to Veolia (Landfill Tax) this autumn, which would allow us to deliver the majority of the scheme in one phase. We are looking at a stone surfaced path, metal railings and gates (including soft-closing mechanisms), seating, bins and wildflower meadow planting.

It seems that we are finally starting to make some progress on this, and hopefully the beginning of the transformation of an eyesore into a pleasant space. As we are starting to move forward on this and I want to make sure the Parish Council are fully engaged in this project, I wonder if it is possible to nominate a Parish Councillor who would be able to attend meetings etc, and be a key point of contact with regards to publicity and events. Or is it OK to continue to liaise with you and leave you to make the arrangements?

Resolved: Zoe Sewter from SDDC to continue to liaise with via Parish Council Clerk.

Resolved: The Clerk to continue to update the Parish Council Members as information is received.

- c. CCTV Tennis Courts – Previously reported under minute number 1301/11 – Clerks Report

Resolved: The Clerk to continue chasing the quotes.

- d. The Mease Football Pitch issues with dog fouling – Previously reported under minute number 1301/11 – Clerks Report

Resolved: The Clerk to take no further action until after the review to be completed by SDDC with regards to the current Dog Control Orders.

- e. Bloomfield Close Gate/entrance

Resolved: The Clerk to obtain further quotes.

- f. Office for National Statistics - Business Register Survey – Completed by the Clerk and returned on 5th August 2011.

Resolved: The Clerk to take no further action.

- g. Cultivation Licenses – Land Welland Road and Mill Lane

Resolved: The Clerk to look through the contract, once happy the Chair to sign the contracts and then give them back to the Clerk.

Resolved: The Clerk to then sign the contracts and post them back to DCC.

- h. Criminal Justice System – Breach of Anti Social Behaviour Order

Resolved: The Clerk to take no further action.

- i. Casual Vacancy Hilton Parish Council

The Clerk reported that the Casual vacancy could now be co-opted.

j. Play equipment Inspection Reports – Completed on behalf of SDDC
Resolved: The Clerk to take no further action.

k. Resident request to plant up and seed an area at the bottom of the Back Lane/village Hall site
Resolved: The resident was given permission to plant the area out as per her email.
Resolved: The Clerk to confirm the resolution with the resident concerned.

11. Minute Number 1320/11 - Derbyshire Association of Local Councils

Resolved: To note the following information.

- a. Circular 38/2011
 - a. DALC President 2011/2012
- b. Circular 39/2011
 - a. Associated Membership of East Midlands Councils Introductory Offer
- c. Circular 40/2011
 - a. DALC AGM – County Hall Matlock 11.00am Saturday 3 September 2011
 - b. GET Derbyshire Working – Making Recruitment of Young People Affordable and Effective
- d. Circular 41/2011
 - a. Consultation by Derbyshire County Council – Gritting the roads of Derbyshire
 - b. NALC/CLG Survey on Public borrowing and Village Shops
 - c. Clerk/RFO Vacancy Breadsall Parish Council
- e. Circular 42/2011
 - a. Localising support for Council Tax in England
 - b. Green Space East Midlands – Managing our cultural heritage workshop – Elvaston Castle DE72 2EP – 8th September 2011 10am to 4pm kindly hosted by Derbyshire County Council
 - c. Can you help – Work Experience
 - d. Rural Action Derbyshire AGM Wednesday 28th September 2011 1.30pm Little Eaton Village Hall, Vicarage Lane, Little Eaton, Derby DE21 5EA

12. Minute Number 1321/11 - Finance

Resolved: To note the following payments.

A) Accounts for Payment.

| Cheque No | Payee | Description | Amount |
|------------------|-----------------------------|-------------------------|---------------|
| 002082 | Hilton Village Hall | Room Hire | £124.90 |
| 002083 | Sterilizing Services | Water Testing | £52.80 |
| 002084 | Blair Gratton Architects | Fees | £1800.00 |
| 002085 | Audit Commission | Audit 2010/2011 | £660.00 |
| 002086 | Viking Direct | Sack Truck | £68.75 |
| 002087 | SDDC | Uncontested Elections | £756.00 |
| 002088 | SDDC | Bag Hoops | £23.76 |
| 002089 | Cromwell | Equipment | £192.00 |
| 002090 | Eon | Electricity | £15.74 |
| 002091 | DART Training | Groundsman Training | £150.00 |
| 002092 | Aucuba | Maintenance | £459.60 |
| 002093 | Blair Gratton | Fees | £1599.60 |
| 002094 | Cancelled | | |
| 002095 | Sterilizing Services | Water Testing | £52.80 |
| 002096 to 002103 | Salaries and NIC | | £6,115.32 |
| 002104 | Applied Electrical Services | Tennis Lighting Repairs | £2042.00 |
| 002105 | Aucuba Landscapes | Maintenance | £448.30 |

13. Minute Number 1322/11 - Items for Information

Resolved: To note the following information.

- a) SDDC – Press Release – Conversations will help to shape Local Plan
- b) SDDC – Press Release – Young people invited to design a games inspired torch
- c) Safer South Derbyshire Partnership – Update summer 2011

- d) SDDC – Press Release – Twitter Followers crash through the 1,000 barrier
- e) SDDC – Press Release – Week Remaining to nominate sporting heroes
- f) Letter from 2 children saying sorry for graffiti on the Skate Park.
- g) SDDC – Press Release – South Derbyshire Partnership Leads the Way
- h) SDDC – Press Release – Have your say on proposed changes to the Area Forum Boundaries
- i) SDDC – Press Release – Into the world of work
- j) Glasdon Direct – Product Information 2011
- k) The Playing Field – Rural Action Derbyshire Newsletter Summer 2011
- l) SDDC – Schedule Inspection Summary Play Equipment Hilton Village Hall Site
- m) Clerks and Council Direct Magazine July 2011
- n) Teamwork Press Release – Off Licenses back innovation campaign
- o) SDDC – Press Release – Have your Say on the Tree Management Policy

14. Minute Number 1323/11 - Items for discussion

- a) SDDC – Consultation – Review of Area Forum Boundaries

Resolved: The Chair was given delegated powers to respond to the above consultation on behalf of Hilton Parish Council.

15. Minute Number 1324/11 - Planning Matters for Decision

- a. Reg No 9 2011 0663 – Certificate of Lawfulness for the erection of an extension at 19 Kyle Road, Hilton

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

- b. Reg No 9 2011 0662 – The change of use and the erection of extensions to existing house to operate as a Nursery School at The Cottage, Willowpit Lane, Hilton

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

- c. Reg No 9 2011 0594 – The erection of two amenity day rooms each to facilitate 9 persons at Hilton Caravan Park, Sutton Lane, Hilton

Resolved: Hilton Parish Council agreed that the above planning application was sound responsible planning, however the supporting notes that accompanied the planning application also referred to the application which was currently subject to an appeal. Hilton Parish Council felt that on these ground the above planning application was premature. It was agreed that the Parish Council were delighted that they were proposing putting in proper infrastructure but suggested that the applicant was jumping the gun. It was also unclear as to what stage these building would become liable to Council Tax.

- d. Reg No 9 2011 0683 – The erection of an extension at 21 Normandy Road, Hilton

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

- e. Reg No 9 2011 0703 – The installation of 2 ground mounted tracker photovoltaic arrays at Woodcock Farm, Willowpit Lane, Hilton

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

- f. Reg 9 2011 0469 – Application to extend the time limit for implementation on application 9 2009 0062 for the erection of a dwelling at land to the rear of 80 Derby Road, Hilton

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

- g. Reg No 9 2011 0615 – The part conversion of the garage into living accommodation at 59 Washford Road, Hilton

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

16. Minute Number 1325/11 - Planning Matters for Information

Resolved: To note the following information.

- a. Reg No 9 2011 0052 – Retrospective Application for the change of use from agricultural land to Motor Sport (off road go karting) at Hilton Fields, Sutton Lane, Hilton – APPEAL START DATE 26/07/2011

17. Minute Number 1326/11 - Date of the next Meeting

Resolved: The next Hilton Parish Council meeting will be held on 28th September 2011 at Hilton Village Hall commencing at 7pm

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

AGENDA

PART 2 – Minute Number 1327/11 - EXEMPT INFORMATION

- a) Clerks Report – Employment Relation matters

The Clerk updated the Parish Council.

- b) Special Dispensations

Resolved: Cllr Bates, Cllr McDonald, Cllr Smith and Cllr Carter to apply for a Special Dispensation with regards to Hilton Village Hall.

Resolved: The Clerk to continue to liaise with Neil Betteridge at SDDC on this matter.

- c) Code of Conduct

The Chair and Clerk updated the Parish Council on a current Code of Conduct Complaint.

- d) Booking Clerk Duties

Resolved: The Clerk to hand over the Parish Council Facility Bookings to the Village Hall Booking Clerk when ready.

- e) Parish Council website

Resolved: All Council Members to look at the Parish Council website on a regular basis and inform the Clerk of any amendments to be made.

Resolved: The Clerk to add Cllr Cooper to the Parish Council Website under Councillors.

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