

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

**MINUTES OF THE HILTON PARISH COUNCIL MEETING HELD ON WEDNESDAY 28<sup>TH</sup> SEPTEMBER 2011 AT HILTON VILLAGE HALL COMMENCING AT 7PM**

**Present:**

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

3 District Council Representative, 1 County Council Representative, 2 Police Representatives, 1 Burton Mail Representative and 4 members of the public were in attendance at the meeting.

**AGENDA**

**PART 1 - NON EXEMPT INFORMATION**

**1. Minute Number 1328/11 - To Receive Apologies for absence.**

Apologies were received and accepted from Cllr Cooper

**2. Minute Number 1329/11 - Variation of the Order of Business.**

There were no Variations of the Order of Business.

**3. Minute Number 1330/11 - Declaration of Members Interests.**

***Resolved: Cllr Bates, Cllr Carter, Cllr McDonald and Cllr Smith declared a Personal Interest in all matters pertaining to Hilton Village Hall contained in the agenda.***

**4. Minute Number 1331/11 - Public Speaking.**

**Minute Number 1331/11/A - Public Speaking**

There was nothing to report.

**Minute Number 1331/11/B - Police Representatives Report**

PCSO Coldicott gave her report as follows:

- We are pleased to say that the school holidays have run smoothly for us this year with very few issues. We have had some good policing results which are as follows:-
- There had been 2 fixed penalty tickets issued by their Sergeant in Scropton for Lorries contravening the weight restriction for the village.
- PCSO Coldicott and Waite have dealt with a crime where by 6 local children caused damage to Hilton skate park ramps by way of graffiti. The crime was dealt with by restorative justice by the 6 offenders cleaning off all the graffiti.
- PCSO Waite had resolved a crime in Hilton by restorative justice where a Mobile phone was smashed by a youth. The offender was spoken to and made to pay for the damage.
- 2 Arrests were made after a home owner witnessed offenders stealing pushbikes from a garage on Pastures Estate, Mickleover.
- During the summer holidays we ran an Operation throughout our area which utilised the passive drugs dog to identify persons carrying illegal substances. This operation has been successful leading to searches, seizures and 1 arrest.
- 1 arrest was made and a youth reprimand issued after a common assault took place in Hilton.
- PC Pilkington took part alongside other SNT teams, our CREST team, Customs Road Fuels Unit and Roads Policing Unit in another Safe Drive Operation. Although the chosen site was just off our area the results are as follows:-
  - Offences including 34 not wearing a seatbelt.
  - 7 using Mobile phones.
  - 12 illegal window tints.
  - 1 vehicle for having an insecure load.
  - Defects included 16 with low tyre tread.
  - 6 light defects.

- 2 vehicles with defects so dangerous they were not permitted to continue using the vehicle until corrected.
  - 1 vehicle was seized for not having the correct insurance for the vehicle.
- **Insecure items left outside your property:** Throughout South Derbyshire we have had a number of thefts, whereby items left insecurely outside properties have been stolen. We urge all residents to leave items such as pushbikes, scooters, lawn mowers etc out of sight and securely locked away to help prevent a theft occurring.
  - **For your local crime figures please log onto [www.police.uk](http://www.police.uk)**
  - **For more information on Derbyshire police or your local team please log onto [www.derbyshire.police.uk](http://www.derbyshire.police.uk) , you can also follow Derbyshire Police on twitter @derbyspolice or on Facebook**

#### **Minute Number 1331/11/C - County Council Representatives Report**

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

- The road humps on Main Street had been re-inspected and the humps outside numbers 50 and 64 Main Street will be replaced.
- New signs are to be installed by the crossing on Main Street.
- It was reported that John Woodward had been elected as the new Chairman for The Mease Management Committee.

It was reported that the speed signs on The Mease had been vandalised again. Cllr Patten said that she would look into this matter. It was reported that the overhanging vegetation on Sutton Lane reported in April 2011 had still not been cut back. Cllr Patten replied that this had been done but she would get the inspector to take another look and complete any work required.

#### **Minute Number 1331/11/D - District Council Representatives Report**

Cllr Plenderleith, Cllr Patten and Cllr Bale were all in attendance at the meeting.

Cllr Plenderleith gave her report as follows:

- Brown Bin Composting will change as of 1<sup>st</sup> November 2011; cardboard will no longer be accepted in the brown bin as the ink and dye contaminate the end product. However there will be an increase in the collection of cardboard from the Recycling Centre's.
- She had been in contact with Environmental Health after the last meeting with regards to the reports of rats at the Old Paper Shop on Main Street. Tim Summers at SDDC had now visited the site and had confirmed that rats could be a possibility as there was the correct habitat for them to thrive. Tim Summers would now be monitoring this site and will be liaising with the owners

Cllr Patten gave her report as follows:

- Biffa would like to show members of the Parish Council and Members of the Public around their site, if anyone is interested in this they must contact Cllr Patten and she will be able to organise something on our behalf.
- The Community Action Grant is still available from DCC for small groups; the uptake on this money to date has been quite low. If anyone requires any further information, please contact Cllr Patten or see the DCC website. Grants are available up to £1k.

Cllr Bale gave his report as follows:

- He explained about the recent passed planning application granted on appeal for the Traveller Site at Church Broughton. He explained that this was alarming news for Hilton and the rest of South Derbyshire. He explained that little could be done about this situation, however the District Council would now be writing to the Government expressing their disappointment. Church Broughton Parish Council was now looking into the legalities of the appeal and was taking strong legal advice. He explained that this now left Hilton in a vulnerable position for the future.
- He commented that when taking on the Hilton Ward into the North West Parishes everyone thought that there would be a change, however this had not been the case, at some point in the future all Parishes would need to support each other.

#### **5. Minute Number 1332/11 - To confirm the Non Exempt Minutes of the monthly Hilton Parish Council Meeting held on 31<sup>st</sup> August 2011.**

***Resolved: The Non Exempt Minutes of the Monthly Hilton Parish Council Meeting held on Wednesday 31<sup>st</sup> August 2011 having been circulated were approved and signed as a true record.***

#### **6. Minute Number 1333/11 - Chairperson's Report – Cllr Bates**

The Chair gave his report as follows:

- He had attended the last Safer Neighbourhoods Meeting and more information was now available with regards to merging the Safer Neighbourhoods Meetings with the Area Forum as of January 2012. He explained that this decision had been very much Police driven as they did not have the resources to attend 2 separate meeting. The current view at the moment was to have the Safer Neighbourhoods Meeting at 6pm to 6.30pm to 7pm with half hour break and the Area Forum Meeting at 7.30pm to 9pm

***Resolved: The Clerk to arrange the next round of meetings with SDDC to be confirmed at the Village Hall at a date and time to be agreed.***

- He reported that the issue surrounding the appeal with the Traveller Site at Church Broughton was very disappointing news and the residents were very upset. There was a current expectation that SDDC would be able to stop any further applications on this site in the future, however this is not the case. SDDC do their very best to make sure they do what everything that they can but unfortunately they can not stop them all due to the current law and legislation. Church Broughton Parish Council were now looking into taking this matter to the High Court which initially will cost roughly £1k, if it gets to the High Court the bill could run up to £100K
- He asked if anyone in attendance was on the Doctors MHS Liaison Committee Meetings. The reason that he asked was because at present they only get funding for 85% of the village to provide this valuable service. He explained that this was why there were not enough doctors or enough appointments to go around. It was suggested that this matter needed to be made more public so that residents could understand why it was difficult to obtain an appointment at the Doctors Surgery.

#### 7. Minute Number 1334/11 - Committee Reports

##### A) Minute Number 1334/11/A - Community Services – Cllr Bates, Cllr Day, Cllr Smith and the Clerk to the Parish Council

- Safer Neighbourhoods
  - 1) Parking and Traffic in the village – Public Meeting

**Resolved: The Clerk to arrange a Public Meeting at Hilton Village Hall as soon as possible.**

**Resolved: The Clerk to liaise with Sergeant Steve Todd with regards to the date.**

It was reported that the Management Company for the debu homes was trying to resolve the problem with the communal bins. It was suggested that a Recycling Centre may be required in this area.

- Community Information and Publicity

##### B) Minute Number 1334/11/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 1334/11/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

The Chair reported that he had been to look at the area requiring tidying raised at the last meeting on the new part of the estate by Don Amott. He explained that the area is a complete mess and would require 2 members of staff to complete the work which would take roughly a whole day.

**Resolved: The Parish Council would be happy to complete this work but there would be cost implications to the developer.**

**Resolved: Cllr Plenderleith was asked to take this matter back to the developer and obtain an agreement to recharge them the time for the work.**

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

There was nothing to report.

##### D) Minute Number 1334/11/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

It was reported that the War Memorial at St. Mary's Church at Marston was in need of repairs.

**Resolved: The Parish Council agreed that they would be happy to pay for this work to be complete.**

**Resolved: Cllr Walton-Knight was given delegated powers to obtain quotes for this work.**

**Resolved: Once received Cllr Walton-Knight and the Clerk to liaise and arrange for the work to be completed up to the value of £500.00.**

**Resolved: The Parish Council would like to see this work completed in time for Remembrance Day.**

**E) Minute Number 1334/11/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

There was nothing to report.

**F) Minute Number 1334/11/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 1335/11 - Hilton Village Hall Management Committee – Cllr Bates, Cllr Carter, Cllr McDonald, Cllr Smith, Ian Hey and the Clerk to Hilton Parish Council.**

a) Special Dispensation granted for Cllr Bates, Cllr Carter, Cllr Smith and Cllr McDonald as of 13<sup>th</sup> September 2011.

The Clerk explained that the above matter had now been agreed by South Derbyshire District Council and all Councillors concerned had received written confirmation of this. The Clerk explained for members of the public present at the meeting why a Special Dispensation was required.

**8. Minute Number 1336/11 - Reports from Councillors that have attended any other Meetings.**

- Etwall Area Meeting – Cllr Bates and Cllr Carter

The next Etwall Area Meeting will be held on 2<sup>nd</sup> November 2011 at Egginton.

- 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

**a. Provision of a container**

**Resolved: Hilton Parish Council agreed to allow a second container, however this was to be review in 12 months September 2012.**

**b. Wooden Tables and Chairs at The Mease Pavilion**

**Resolved: The Clerk to obtain photographs from Maxine Harlow or Cllr Patten of the furniture to be sold. The Clerk to then advertise the furniture for sale as soon as possible.**

Cllr Carter gave her report as follows:

- She had attended the AGM and 6 members were in attendance.
- Thanks were given to Peter Hickinbotham for his service as a Parish Council Representative on the Committee and for the fact that he never missed one meeting.
- It was reported that bookings were very healthy and they were now making a small profit.
- The Clerk was asked when the meeting would be held to discuss the dog fouling at The Mease Pavilion.

**Resolved: The Clerk to inform The Mease Management Committee that SDDC were in the process of re consulting on Dog Control Orders so no meeting would be held until this had been completed.**

- The Mease Management Committee held an Open Day on 18<sup>th</sup> May 2011 which went well with a good attendance.
- There was still a problem with the Post Code for The Mease Pavilion given by Royal Mail.
- The Drinks License had now been granted and 10 people had been trained on selling and serving Alcohol.
- She explained that she enjoyed her first Mease Management Committee Meeting and had been made to feel very welcom. She looked forward to working with them in the future.

- 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 there had been no increase in the membership this month.  
It was reported that there would be a dog walking event on Sunday 2<sup>nd</sup> October 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.

#### **9. Minute Number 1337/11 - 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, 1319/11 - Clerk Report

**Resolved: The Clerk to chase SDDC for their contribution towards this project of £5k.**

**Resolved: The Clerk to arrange for the Lime Tree to be felled as soon as possible.**

**Resolved: To hand the changing rooms over to the builder and the football teams to use the Village Hall changing rooms in the interim.**

- 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, 1319/11 – Clerks Report

There was nothing to report.

- c. CCTV Tennis Courts – Previously reported under minute number 1301/11, 1319/11 – Clerks Report

**Resolved: The Clerk to continue to chase this matter with the contractor.**

- d. Bloomfield Close Gate/entrance update – Previously reported under minute number 1319/11 – Clerks Report

**Resolved: The Clerk to add this to the agenda for October 2011.**

- e. SDDC Free Usage of the Astro Turf on Tuesdays and Thursdays from 5pm to 6pm for 2011/2012

**Resolved: The Parish Council agreed to allow SDDC to use the Astro Turf free of charge for the next Financial year. This will be reviewed again in September 2012.**

- f. TAG Free usage of the Astro Turf on Friday Evenings 8.30pm to 9.30pm for 2011/2012

**Resolved: The Parish Council agreed to allow TAG to use the Astro Turf free of charge for the next Financial year. This will be reviewed again in September 2012.**

- g. DCC – Town and Parish Snow Warden Scheme

The Clerk explained that she had completed the above application form with the Groundsman and Lengthsman being the Snow Wardens. The Clerk explained that they would be attending training on this shortly.

- h. Hilton Scout and Guides Association – Permission to install a Flag Pole

**Resolved: The parish Council agreed to allow a flag pole.**

**Resolved: The Clerk to reply to the letter giving permission.**

- i. Update on the Lease Agreements for the Police Office and the Scouts Association

The Clerk reported that both matters were being chased up by the Parish Council Solicitor.

#### **10. Minute Number 1338/11 - Derbyshire Association of Local Councils**

**Resolved: To note the following information.**

- a. Circular 43/2011

- THE BRIBERY ACT 2010 – IMPACT ON LOCAL COUNCILS
- SEVENTH ANNUAL COUNTRYSIDE ALLIANCE AWARDS
- FINDING AND BIDDING FOR PROJECT FUNDING
- SOUTH NORMANTON PARISH COUNCIL – VACANCY – CLERK TO THE COUNCIL - £12,000 (20 hours per week)

- b. Circular 44/2011

- SUPPORTING COMMUNITIES AND NEIGHBOURHOODS IN PLANNING – TRAINING IN DERBYSHIRE FOR PARISH/TOWN COUNCILS OUTSIDE THE PEAK NATIONAL PARK – IMPORTANT TRAINING OPPORTUNITY

- c. Circular 45/2011

- THE SPORT ENGLAND'S ICONIC FACILITIES FUND

- b. VILLAGE SOS ACTIVE – YOUR POWER OF WELL BEING OPPORTUNITY?
- c. MINUTES OF THE DALC EXECUTIVE COMMITTEE HELD ON 3 SEPTEMBER 2011
- d. MINUTES OF THE DALC AGM – 3 SEPTEMBER 2011

- d. Circular 46/2011
  - a. THE 2013 REVIEW OF PARLIAMENTARY CONSTITUENCIES IN ENGLAND
  - b. LCR SURVEYS 2011
  - c. THE FUTURE OF STANDARDS OF CONDUCT OF MEMBERS OF LOCAL AUTHORITIES IN ENGLAND - UPDATE
  - d. DERBYSHIRE POLICE AUTHORITY – LOCAL POLICING REVIEW 2011

**11. Minute Number 1339/11 - Finance**

**Resolved: To note the following payments.**

A) Accounts for Payment.

Cheque No	Payee	Description	Amount
002106	Cromwell	Pressure Washer	£84.88
002107	Hilton Village Hall	Room Hire	£35.80
002108	Sterilizing Services	Water Testing	£81.00
002109	Cancelled		
002110	Hilton Village Hall	Room Hire	£211.87
002111	Viking Direct	Stationery & stamps	£338.14
002112	DART Ltd	Training	£200.00
002113	Aucuba	Maintenance	£699.60
002114	Aucuba	Maintenance	£448.30
002115	Cromwell	Eye Shields and Gloves	£40.89
002116	Scribe 2000 Ltd	Accounts System	£294.00
002117 to 002122	Salaries and NICs		£4,919.52

**12. Minute Number 1340/11 - Items for Information**

**Resolved: To note the following information.**

- a) Clerks and Council Direct Magazine September 2011
- b) SDDC Press Release – Jump for joy at Boogie Bounce Classes
- c) SDDC Press Release – Youngsters offered the opportunity to turn on Christmas Lights
- d) SDDC Press Release – Super-fast broadband speeds up and running
- e) Connect A50 Ltd – Report on project road performance
- f) South Derbyshire Heritage News
- g) SDDC Press Release – Tree-mendous giveaway in South Derbyshire
- h) SDDC Press Release - New composting regulations to come into force
- i) SDDC Press Release – Number of empty homes dwindling

**13. Minute Number 1341/11 - Items for discussion**

There was nothing to report.

**14. Minute Number 1342/11 - Planning Matters for Decision**

- a. REG NO - 9/2011/0744 - THE CONVERSION OF THE GARAGE INTO LIVING ACCOMMODATION AT 18 RODNEY CLOSE HILTON DERBY DERBYSHIRE

**Resolved: In Principal Hilton Parish Council had no objections to the above planning application, however the Planning Department must make sure that there is provision to maintain parking for 2 vehicles on the driveway.**

- b. REG NO - 9/2011/0770 - THE RETENTION OF CONSERVATORY AT 5 WYE CLOSE HILTON DERBY DERBYSHIRE

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

- c. REG NO - 9/2011/0778 - FOR A NEW PLANNING PERMISSION TO REPLACE AN EXTANT PLANNING PERMISSION (9/2008/0776) IN ORDER TO EXTEND THE TIME LIMIT FOR IMPLEMENTATION OF THE CONVERSION OF REDUNDANT FEED STORE TO HOLIDAY LET AT HALL CROFT FARM UTTOXETER ROAD HILTON DERBY DERBYSHIRE

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

**15. Minute Number 1343/11 - Planning Matters for Information**

There was nothing to report.

**16. Minute Number 1344/11 - Date of the next Meeting**

***Resolved: The next meeting of Hilton Parish Council will be held on 26<sup>th</sup> October 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 1 - EXEMPT INFORMATION**

**Minute Number 1345/11 – Exempt Items**

a) Clerks Report – Employment Relation matters

The Clerk updated the Parish Council Members on the position to date with regards to an Employment Tribunal brought against both Hilton Parish Council and Hilton Village Hall by a former employee.

***Resolved: The Clerk to continue to liaise with the Parish Council Solicitor at ERS and DALC on this matter and to continue to update the Council when necessary.***

***Resolved: The Clerk to inform the Councillors of the dates for the Employment Tribunal once received so that arrangements can be made for them to attend on the days required to support the Parish Council Clerk.***

**Signed.....Dated.....**

