

Hilton Parish Council
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**MINUTES OF THE HILTON PARISH COUNCIL MEETING HELD ON WEDNESDAY 26TH OCTOBER 2011 AT HILTON VILLAGE HALL
COMMENCING AT 7PM**

Present:

Cllr Bates (in the Chair)
Cllr Smith, Cllr Carter, Cllr Day, Cllr McDonald, Cllr Walton-Knight AND Cllr Cooper.

1 District Council Representative, 1 Burton Mail Representative and 3 members of the public were in attendance at the meeting.

AGENDA

PART 1 - NON EXEMPT INFORMATION

1. Minute Number 1345/11 - To Receive Apologies for absence.

There were no Apologies for absence.

2. Minute Number 1346/11 - Variation of the Order of Business.

There were no Variations to the Order of Business.

3. Minute Number 1347/11 - Declaration of Members Interests.

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

4. Minute Number 1348/11 - Public Speaking.

Minute Number 1348/11/A – Public Speaking

There was nothing to report.

Minute Number 1348/11/B – Police Representatives Report.

There were no Police Representatives present at the meeting.

The Chair read out the Police Report.

Minute Number 1348/11/C – District Council Representatives Report

Apologies were received and accepted from Cllr Plenderleith and Cllr Patten.

Cllr Bale was in attendance at the meeting and gave his report as follows:

- He reported that he had no problems in Hilton this month
- He reported that he still had problems with Foston Village Hall who were still in the process of trying to resolve the maintenance issues.
- There were still problems with the Travellers Site in Church Broughton.

The Chair read out Cllr Plenderleith's Report as follows:

- Complaints about Dog fouling are on the increase; it seems that this time of year is particularly bad. She had spoken to Steve Yates, one of the SDDC wardens, and made him aware of problems at Shady Grove (particularly the jitty) and also near Montgomery Close/Pegasus Way. He has patrolled these areas and is monitoring the extent of the problem, he is also speaking to dog walkers as and when appropriate. She had also put him in touch with a resident who knows of a specific dog owner who repeatedly fails to clean up after their dog at a regular time and location, in the hope that Steve can intervene.
- A resident had expressed concern about the ivy growing up the large TPO tree on the corner of Mill Lane & Back Lane - Martin Buckley the Council's tree officer has assessed the tree and advised that the ivy is doing no harm and is not detrimental to the tree's health

- Landscaping works on the Welland Road/Humber Street Park has been delayed due to a misunderstanding between the Contractor and St Modwen to do with the extent and cost of the works. This has now been resolved and we hope to see work starting soon. The Community tree planting activity is still being planned by Zoe Sewter for end of Nov beginning Dec.
- The Humber Street bin stores: the Residents Association has been in touch again, the sheer amount of rubbish is still causing problems - someone threw a drum kit away recently - and as a result the bin lids are being damaged. She has arranged for one of the waste management team to go out to assess the problem and arrange for the bins to be repaired where necessary.
- She continues to work with BT regarding the broadband service in South Derbyshire. In recent days, BT Wholesale has announced that the Etwall exchange has now been upgraded to support Wholesale Broadband Connect (ADSL 2+ technology). In basic terms, this uses the existing copper infrastructure to enable speeds of up to 20MB, dependent on how far you are from the exchange – She was not sure yet whether it will have an appreciable effect in Hilton.
- She has spoken to various officers at SDDC regarding the maintenance of the gully at Windermere Drive - it seems it will be passing to SDDC for maintenance at some point in the future - but obviously it needs to be left in a suitable condition by the developer.
- She had attended the AGMs of the CVS and the CAB, as well as continuing to support the work of Etwall Children's Centre and Hilton Primary School. She had also attended meetings of both Church Broughton and Foston & Scropton Parish Council as well as Committees at SDDC.

Minute Number 1348/11/D – County Council Representatives Report.

Apologies were received and accepted from Cllr Patten.

The Chair read out her report as follows:

- The speed humps on Main Street, the two outside of numbers 50 and 64 are due to be replaced before the end of November 2011.
- There had been further road adoption in Hilton – The Clerk to email Cllr Patten and request the list of newly adopted roads.
- There is still time for parents of year six pupils to apply to DCC to get their children a place a secondary school in September 2012. The deadline for applications is midnight on Monday 31st October 2011.
- There is a new funding scheme available called New Sports Action Grants to kick start a healthier lifestyle. Clubs and Community Groups are being encouraged to promote a healthy and active lifestyle with DCC's new £180k Sports Action Grant Fund. Anyone interested in applying for a grant can sign up for email alerts to keep up with the latest news at: www.derbyshire.gov.uk/sportsactiongrant
- Six Groups have been given a cash boost by DCC for Green Projects from the Green Groups Grant Scheme. Other organisations interested in applying for a grant can download an application form at the Environment and Green Issues Section of www.derbyshire.gov.uk
- There is a public consultation taking place called Have Your Say on Street Lighting. Residents are being encouraged to have their say about the DCC's new Street Lighting Proposals to help cut carbon and save money. Anyone wishing to comment can do so online at www.derbyshire.gov.uk/partnightlighting

It was agreed that the Clerk would email the above links to the Hilton parish Council members.

5. Minute Number 1349/11 - To confirm the Non Exempt Minutes of the monthly Hilton Parish Council Meeting held on 28th September 2011.

Resolved: The Non Exempt Minutes of the Monthly Hilton Parish Council Meeting held on Wednesday 28th September 2011 having been circulated were approved and signed as a true record.

6. Minute Number 1350/11 - Chairperson's Report – Cllr Bates

The Chair gave his report as follows:

- The next Area Forum was to be held on 2nd November 2011 at Egginton Village Hall.
- He had attended Cllr Michael Stanton's Civic Service on Sunday 23rd October 2011. He reported that the event was well attended

7. Minute Number 1351/11 - Committee Reports

A) Minute Number 1351/11/A - Community Services – Cllr Bates, Cllr Day, Cllr Smith and the Clerk to the Parish Council

- Safer Neighbourhoods
 - 1) Update on Parking and Traffic in the village – Public Meeting to be held on 16th November 2011 at Hilton Village Hall commencing at 7pm
- Community Information and Publicity

B) Minute Number 1351/11/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

Resolved: The Clerk to arrange a Finance Committee Meeting for the end of November 2011 at Hilton Village Hall.

C) Minute Number 1351/11/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
- Lengthsman's Report
 - 1) Groundsman and Lengthsman Report from Sam Bevins

The Chair read out the Lengthsman's report.

It was agreed that the Groundsman and Lengthsmen were doing a fantastic job around the village and both the Clerk and Parish Council members had received some positive feedback from residents.

It was reported that the overhanging vegetation on Sutton Lane would be cut back shortly.

Resolved: The Clerk to inform the Enforcement Officer at SDDC that there was a banner on the first roundabout advertising a Wedding Fare

It was reported that the Planning Application advertising the Tyre and Exhaust Centre had been refused and was now at the stage of an appeal.

It was reported that the change in the brown bin collection was causing concern and lots of comments had been made on the Hilton Forum.

It was reported that the War Memorial at the Church had been repaired and refitted. The standard of the work completed had been accepted by the Church, who was very happy with the final result.

Resolved: The Council accepted the cost of £195.00 for the work to be completed.

Resolved: The Clerk to contact Cllr Plenderleith with regards to the trees and hedges on Percywood Close in need of maintenance.

The Council was asked when the meeting to discuss dog fouling at The Mease would go ahead. The Clerk replied that SDDC were in the process of a public consultation on this matter with regards to a review of the current Dog Control Orders already in place so no meeting would be forthcoming until we knew the outcome.

D) Minute Number 1351/11/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 1351/11/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

Resolved: The Clerk to add future projects to the agenda for November 2011.

Resolved: The Councillors to think about what projects they would like for the future for example a replacement garage on the Village Hall site and to inform the Clerk prior to the meeting.

F) Minute Number 1351/11/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 1351/11/G - Hilton Village Hall Management Committee – Cllr Bates, Cllr Carter, Cllr McDonald, Cllr Smith, Ian Hey and the Clerk to Hilton Parish Council.

8. Minute Number 1352/11 - Reports from Councillors that have attended any other Meetings.

- Etwall 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 meeting next Tuesday.

It was reported that the next meeting will be held on 1st November 2011.

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

The next meeting will be held on 24th November 2011 at Hilton Village Hall commencing at 7pm.

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

It was reported that there had been no change in the membership since the last Parish council Meeting. It was also reported that preparations would soon be in hand with regards to organizing the Christmas dog walk.

- 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 1353/11 - 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, 1337/11 - Clerk Report

Resolved: Item Moved to exempt re tender information received.

- 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, 1337/11 – Clerks Report

It was reported that work on the site had started on the day of the Parish council Meeting.

- c. CCTV Tennis Courts – Previously reported under minute number 1301/11, 1319/11, 1337/11 – Clerks Report

Resolved: The Parish Council agreed to the quote of £4,702.31 to replace the broken equipment under the Parish councils Insurance Policy and £1,397.94 for extra cameras to cover the Back Lane Pavilion.

Resolved: The Clerk to inform the Company to start the work as soon as possible.

- d. Bloomfield Close Gate/entrance update – Previously reported under minute number 1319/11, 1337/11 – Clerks Report

Resolved: The Clerk to obtain quotes for drop down into the ground bollards.

- e. DCC – Town and Parish Snow Warden Scheme – Previously Reported under minute number 1337/11 – Clerks Report

The Clerk explained that the Groundsman and Lengthsman had now attended the training course and had been given the relevant equipment to complete the job during adverse weather conditions. The Clerk explained the route that had been devised for the snow clearing.

- f. Laptop

The Clerk explained that she had been required to purchase a new computer costing £349.99 as the original lap top had broken, The Clerk reported that this had been purchased under Standing Order 5) Motions Not Requiring Written Notice, item xvii) To authorize the payment of monies up to £500.00.

Resolved: The Parish Council Members were happy with the Computer that the Clerk had purchased under the above Standing Order.

Resolved: The Clerk to arrange for the old lap top to be destroyed and a receipt for its destruction is to be obtained for the Parish Council records.

10. Minute Number 1354/11 - Derbyshire Association of Local Councils

Resolved: To note the following information.

- a. Circular 48/2011
 - a. The code of recommended practice for local Authorities on Data Transparency
 - b. Shipley Parish Council – Vacancy for Clerk/RFO
 - c. East Midlands Allotments Officer's Forum – Tuesday 22nd November 2011, 9.30am Registration, 10am start, 3.30pm finish
- b. Circular 49/2011
 - a. Law and Good Practice Course for Parish Councils – An introduction: Cost £15.00per member
 - b. New Course – Minutes and Procedures, Your Council, Lower Hall, Little Eaton Village Hall, Little Eaton, DE21 5EA 13th February 2012 6pm for 6.30pm start £15.00 per delegate
 - c. New Course – Being a Good Councillor, The Fabric Rooms, Ashover Parish Hall, Ashover S45 OBA, Tuesday 19th January 2012

Resolved: The Clerk to book Cllr Day and Cllr Cooper on to the Law and Good Practice Training.

- c. Circular 50/2011
 - a. 2011 Young Achievers Award
 - b. Old Bolsover Town Council – Appointment of Town Clerk
 - c. Ticknall Parish Council – Clerk Vacancy
- d. Circular 51/2011
 - a. Rural Action Derbyshire – Oil Buying Scheme
 - b. The Localism Bill – A Further Update
 - c. Environmental Agency – Issues groundwater consultation

Resolved the Clerk to book Cllr Bates onto the Planning Road Show Training to be held on 1st November 2011 at Barrow on Trent.

Resolved: The Clerk to email the information to the rest of the Councillors. The Councillors to inform the Clerk as soon as possible if they wish to attend the Road Show so that she can book their places.

11. Minute Number 1355/11 - Finance

Resolved: To note the following payments.

A) Accounts for Payment.

Cheque No	Payee	Description	Amount
002124	SDDC	Sportsmobile	£456.00
002125	Hilton Village Hall	Room Hire	£35.80
002126	Aucuba Landscaping	Maintenance	£459.60
002127	Sterilizing Services	Water Testing	£52.80
002128	Viking Direct	Stationery	£260.70
002129	Cromwell	Equipment	£27.55
002130	Burn it Now	Document destruction	£165.00
002131 to 002136	Tax and NICs		£5,508.16
002137	Amber Valley CVS	CRB Checks	£250.00

- b) Approval of the Accounts up to 30.09.2011

Resolved: To defer the signing of the report until the November 2011 Parish Council meeting.

Resolved: The Clerk and Cllr Day to meet and go through the reports from the new Scribe System.

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

12. Minute Number 1356/11 - Items for Information

Resolved: To note the following information.

- a) SDDC – Planning Application Notification to Parish Councils
- b) SDDC Press Release – Free Training for potential walk leaders
- c) Resident complaint re A50 problems – email has been forwarded to the Police for action
- d) SDDC Press Release – Recycling reminder for residents
- e) NALC – How to respond to Planning Applications guide

- f) SDDC – What's On in South Derbyshire and the National Forest Autumn/Winter 2011/2012
- g) Toyota – Just look what we can do together newsletter

13. Minute Number 1357/11 - Items for discussion

- a) Queens Diamond Jubilee 4th June 2012 – A Guide to taking part re Beacons

Resolved: The Clerk to arrange a Recreation and Green space Committee meeting to discuss what Hilton Parish Council could organise for the Queens Jubilee.

14. Minute Number 1358/11 - Planning Matters for Decision

- a) Reg No 9 2011 0814 – The conversion of a garage into living accommodation at 14 Otter Street, Hilton

Resolved: Hilton Parish council had no objections to the above planning application; however they would request that 2 parking spaces are to be maintained on the driveway.

- b) Reg No 9 2011 0833 – Retrospective Application for the conversion of the garage into living accommodation and widening of the driveway at 50 Ryton Way, Hilton

Resolved: Hilton Parish council had no objections to the above planning application; however they would request that 2 parking spaces are to be maintained on the driveway.

- c) Reg No 9 2011 0519 – The erection of an extension at 75 Welland Road, Hilton

Resolved: Hilton Parish Council made no comment on the above planning application as this had been sent through by mistake by SDDC. The above planning application had ready been passed.

- d) Reg No 9 2011 0770 – The retention of a conservatory at 5 Wye Close, Hilton

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

- e) Reg No 9 2011 0816 – The conversion of the garage into living accommodation at 3 Hawthorn Close, Hilton

Resolved: Hilton Parish council had no objections to the above planning application; however they would request that 2 parking spaces are to be maintained on the driveway.

15. Minute Number 1359/11 - Planning Matters for Information

There was nothing to report.

16. Minute Number 1360/11 - Date of the next Meeting

Resolved: The next meeting of Hilton Parish Council will be held on 30th November 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 were instructed to withdraw from the meeting.

AGENDA

PART 2 - EXEMPT INFORMATION

Minute Number 1361/11 – Exempt Items.

- a) Clerks Report – Employment Relation matters – update on Employment Tribunal of a former employee

The Parish Council Solicitor discussed in great length with the Parish Council, the options open to them with regards to the pending Tribunal Case brought against both the Parish Council and the Village Hall by a former employee.

Resolved: The Solicitor to liaise with the Claimant's Solicitor to try and resolve this matter.

Resolved: The Clerk to continue to liaise with the Parish Council Solicitor and to keep the Councillors informed of any progress.

- b) Lengthsman Hours

Resolved: To increase the Lengthsman's hours from 11 hours per week to 30 hours per week with immediate effect.

- c) 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, 1337/11 - Clerk Report

Resolved: The Parish Council accepted the tender from GW Heath and Sons for the sum of £57,795.00 excluding VAT with regards to the extension and refurbishment to the Back Lane Pavilion.

Signed.....Date.....