

Hilton Parish Council
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MINUTES OF THE HILTON PARISH COUNCIL MEETING HELD ON WEDNESDAY 30TH NOVEMBER 2011 AT HILTON VILLAGE HALL COMMENCING AT 7PM

Present:

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

3 District Council Representative, 1 county Council Representative, 1 Police 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 1362/11 - To Receive Apologies for absence.

Apologies were received and accepted from Cllr McDonald.

2. Minute Number 1363/11 - Variation of the Order of Business.

There were no Variations to the Order of Business.

3. Minute Number 1364/11 - Declaration of Members Interests.

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

4. Minute Number 1365/11 - Public Speaking.

Minute Number 1365/11/A - Public Speaking

There was nothing to report.

Minute Number 1365/11/B - Police Representatives Report

PC Pilkington was present at the Meeting.

The Chair read out the Police Report as follows:

The local issues raised by the public at the last safer neighbourhood meeting were:

• **Parking problems on Welland Road and Wildhay Brook, Hilton:-**

The public meeting was held at Hilton Village Hall and was attended by representatives from the police, fire service and Councillors. We will continue monitoring the situation issuing warning tickets/leaflets/letters and enforce any actual obstructions that occur. Please help us with this issue by parking correctly and courteously. If you do park with two wheels on the pavement please ensure you do not obstruct the pavement leaving enough room for wheelchair/pushchair access think double buggy width. Do not Double Park, park on corners or junctions. Think to yourself when parking:-could an emergency service vehicle get down this road to save a life!

• **HGVs contravening the weight restrictions at Scropton:-**

Several fixed penalty notices have already been issued to HGVs found committing this offence we are continuing to monitor the situation

• **Quad bikes using Footpath onto Church Avenue, Hatton:-**

High visibility checks have been made to the fields at Marston on Dove, no quads found.

• **Scooters using footpath onto Field avenue, Hatton:-**

Advice has been given to local youths relating to the consequences if caught. Patrols carried out, no scooters found.

• ***The Safer Neighbourhood meetings are currently being reviewed, date of next meeting not yet available.***

Safer Neighbourhood meetings give you the opportunity to set the agenda in your area and help implement lasting solutions.

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This is page 1117 of the Minutes of the Meeting of Hilton Parish Council held on 30.11.2011

IMPORTANT NOTICE – Within the last couple of weeks we have received an increase in calls to the Mease, Hilton. This is due to children putting logs from the woods at the Mease, in the road. We urge all parents to speak to their children with regards to the dangers this causes to road users. A couple of cars have hit these logs causing damage to their vehicles, luckily no-one has yet been hurt, however this could potentially cause a fatal accident.

Good news update from your local team:-

- Criminal damage was committed at Hilton Village hall. This crime has been dealt with by way of Restorative Justice. The two local youths have paid for the damage and sent apology letters each to the Hilton Village hall committee.
- Pc Pilkington has been continuing the investigation after a warrant executed during the summer in Church Broughton identified stolen farm equipment. 5 charges of handling stolen property and 2 charges of possession of firearms are the result against the owner of the property.
- We took part in Operation Calathia's strike week which ran in South Derbyshire targeting Metal thieves and working with Scrap dealers to reduce metal thefts. The week was a huge success. The results are as follows:-

Important Information:-

The new non-emergency number for Derbyshire Police is: - 101. For more information visit www.police.uk/101

Useful information:-

- If you would like to receive information about what is happening in your neighbourhood from Derbyshire Constabulary then sign up to our FREE Community Messaging Service. Receive messages by a method of your choice. We send you information about bogus callers, burglaries, thefts, crimes, crime prevention advice; police witness appeals suspicious incidents and missing person appeals. Register on line at www.derbyshire.police.uk or call 0345 123 3333 to speak to your local community information officer or one of our team.

For your local crime figures please log onto www.police.uk

For more information on Derbyshire police or your local team please log onto www.derbyshire.police.uk , you can also follow Derbyshire Police on twitter@derbyspolice, or on facebook.com/derbyshireconstaulary.

PC Pilkington reported that a person had been charged with the possession of an unlicensed firearm.

Minute Number 1365/11/C - District Council Representatives Report

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

Cllr Plenderleith read out her report as follows:

- 2 Planning Appeals had been dismissed one for the Go Kart Track and the other for the signs on the roundabout.
- The Party on the Park Committee wants to resurrect the Fun Run over the Queens Jubilee weekend commencing at 11am
- The Street Party will be held on 1st July 2012, which will be the weekend that the Olympic Torch will be in Derbyshire.
- During Halloween the children that were out and about were all wearing dark cloths and complaints have been received that they could not be seen clearly by motorists. It has been discussed that next year there will be a road awareness session before Halloween next year.
- She would be speaking to the school next week with regards to the Walk to School and Travel Plan which was an outcome of the Public Meeting.

Cllr Bale had nothing to report.

Minute Number 1366/11/D - County Council Representatives Report.

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

- She passed last month's road adoptions to the Clerk for the Parish Council files.
- She reported that residents were asking for grit bins around the village, she explained that if the Parish Council wished to purchase extra grit bins, the Clerk should contact Malcolm Chell at SDDC.
- Complaints had been received with regards to litter problems with the children from John Port School, Cllr Patten said that she would speak to the school on this matter.
- Complaints had also been received with regards to the speed of the School Bus; again Cllr Patten will speak to John Port School about this matter.
- Cllr Patten asked if the work had been completed to cut back the vegetation on Sutton Lane. It was reported that this work had still not been completed but the grass had been cut underneath. Cllr Patten said that she had received an email in October stating that the order for this work had been placed. Cllr Patten replied that she would chase this matter up.
- There was a new Sports Action Grant available to kick start a healthier lifestyle. Grants of £1k were available to small groups for further information look at the DCC website.
- The work to clean graffiti from the road signs and the chicanes should now have been completed.
- Member of Fire Authority were launching a Become a Champion Campaign asking people to register as Fire Champions to promote fire safety, Posters were handed to the Clerk to put on the notice boards.

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This is page 1118 of the Minutes of the Meeting of Hilton Parish Council held on 30.11.2011

It was reported that during the Remembrance Day Service the local football teams played through the 11 o Clock service. It was agreed that in the future all football teams would be advised that they must stop play at both The Mease and on the Back Lane Football Pitches as a mark of respect.

5. Minute Number 1367/11 - To confirm the Non Exempt Minutes of the following:

a) Monthly Hilton Parish Council Meeting held on 26th October 2011.

Resolved: The Non Exempt Minutes of the Monthly Hilton Parish Council Meeting held on Wednesday 26th October 2011 having been circulated were approved and signed as a true record.

b) Public Meeting held on 16th November 2011

Resolved: The Non Exempt Minutes of the Public Hilton Parish Council Meeting held on 16th November 2011 having been circulated were approved and signed as a true record.

c) Finance Committee Meeting held on 24th November 2011

Resolved: The Non Exempt Minutes of the Hilton Parish Council Financial Committee Meeting held on 24th November 2011 having been circulated were approved and signed as a true record.

6. Minute Number 1368/11 - Chairperson's Report – Cllr Bates

The Chair read out his report as follows:

- He had attended the DCC Joint Parish Council Liaison Meeting; the meeting discussed the new Snow Warden Scheme and the Consultation with regards to reduced Street Lighting.
- He had attended the Area Forum and the main item for discussion was the proposed Rail Head at Egginton Common, Severn Trent had now found a partner but no planning application had yet been field with SDDC.
- He had attended Remembrance Sunday which had been very well attended, a lovely service.

7. Minute Number 1369/11 - Committee Reports

A) Minute Number 1369/11/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 1369/11/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
 - 1) Proposed Annual budget and precept for 2012/2013 for confirmation

Resolved: The Parish Council members authorised the proposed budget and accepted to increase the precept to £105,000.00 for the Financial Year 2012/2013.

- Regular Scrutiny of the Accounts
- Audit of the end of year Financial Accounts

C) Minute Number 1369/11/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 Groundsman and Lengthsman report.

D) Minute Number 1369/11/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 1369/11/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 1369/11/F - Employment Issues – The Chair and the Clerk to the Parish Council

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

Here was nothing to report.

G) Minute Number 1369/11/G - Hilton Village Hall Management Committee – Cllr Bates, Cllr Carter, Cllr McDonald, Cllr Smith, Ian Hey and the Clerk to Hilton Parish Council.

There was nothing to report.

8. Minute Number 1400/11 - 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

Cllr Carter gave her report as follows:

She reported that after the last Mease Management Committee Meeting she had emailed the Clerk with regards to any outstanding issues and the Clerk then emailed a response back for example with regards to the Post Code, when the Clerk would be moving to the Mease and the sale of the tables and chairs. The Clerk agreed that this worked well.

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

It was reported that the Committee held a meeting on 24th November 2011 at Hilton Village Hall commencing at 7pm. It was agreed that for the next meeting the Committee were looking at the future of the Charity.

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

It was reported that membership was still the same and there was a festive Dog Walk being organised this year at Elvaston Castle.

- 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 1401/11 - 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, 1353/11 - Clerk Report

The Clerk explained that work was due to commence on 1st December 2011.

- 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, 1353/11 – Clerks Report

It was reported that there would be a Tree Planting Event on Saturday between 10am and 12 noon.

- c. CCTV Tennis Courts – Previously reported under minute number 1301/11, 1319/11, 1337/11, 1353/11 – Clerks Report

The Clerk explained that the order had now been placed.

d. Bloomfield Close Gate/entrance update – Previously reported under minute number 1319/11, 1337/11, 1353/11 – Clerks Report
There was nothing to report.

e. Police Office Lease Agreement
There was nothing to report.

f. Hilton Fun Run – Permission Required.

Resolved: Permission was granted to Hilton Party in the Park to use the Back Lane Pitches for the Fun Run.

Resolved: The Clerk to inform Peter Holmes that permission has been granted.

10. Minute Number 1402/11 - Derbyshire Association of Local Councils

Resolved: To note the following information.

- a. Circular 52/2011
 - a. Clerks Day 2012
- b. Circular 53/2011
 - a. Advice Derbyshire Conference 2011 – The value and future of advice services – A free event 15th November 2011
Winding Wheel Chesterfield
 - b. Derbyshire County Council – Free Event – Developing and growing voluntary youth activities across Derbyshire –
Wednesday 23rd November 2011
- c. Circular 54/2011
 - a. The future of Standards of Conduct of Members of Local Authorities in England – update
 - b. Postal scam
 - c. Stanley and Stanley Common Parish Council – Clerk Vacancy
- d. Circular 55/2011
 - a. PAYE Penalties 2010/2011
 - b. Qualifying period for unfair dismissal claims to increase in 2012 and employment tribunal fees to be introduced in 2013
 - c. ACAS guidance on Social Networking
 - d. Localism: Local Action in Partnership
 - e. Clerk Vacancy – Hathersage Parish Council
- e. Circular 56/2011
 - a. Neighbourhood Planning Regulations
 - b. Community Infrastructure Levy
 - c. Local Government Pension Scheme
- f. Circular 57/2011
 - a. Finance inclusion in Derbyshire – Future needs: 2012 onwards – day conferences: Friday 20th January and Thursday 26th
January 2012
 - b. Can Community Payback help keep costs down
 - c. Shaw's and NALC join forces to offer substantial discounts to Local Councils
 - d. Dalbury Lees Parish Council Clerk/RFO Vacancy
- g. Circular 58/2011
 - a. Newsletter 2011
 - b. Parish Council insurance
 - c. Presentation to the Forum

Pc Insurance need to ask came and gamble, snow warden cover insurance. Speak to county re copy of info from their insurance company.
Need to check the insurance look at putting out to tender.
- h. Circular 59/2011
 - a. Localism Bill received Royal assent
 - b. Ballidon and Bradbourne Parish Council – Clerk/RFO Vacancy
 - c. Brailsford and Ednaston Parish Council – Clerk/RFO Vacancy

11. Minute Number 1403/11 - Finance

Resolved: To note the following information.

- A) Accounts for Payment.

Cheque No	Payee	Description	Amount
002138	Hilton Village Hall	Room Hire	£118.08
002139	Blair Gratton Architects	Professional Fees	£1,242.00
002140	Fairview Arborist	Tree Felling	£350.00
002141	Eon	Electricity	£54.93
002142	English Clockmakers	Clock Repairs	£810.00
002143	SDDC	Installation of Dog Bins	£603.12
002144	Bayliss Consulting	Professional Fees	£474.00
002145	Cromwell	Wipes	£17.74
002146	Viking Direct	Stationery and Stamps	£675.33
002147	Aucuba	Maintenance	£96.00
002148	Sterilizing Services	water Testing	£52.80
002149	Aucuba	Maintenance	£448.30
002150 to 002156	Tax and NICs		£6,791.22

Expenditure Others – Current Account

04.05.2011	Bank Charges	£160.00
01.06.2011	ERS	£294.00
09.06.2011	BT	£209.94
13.06.2011	BT	£205.55
01.07.2011	ERS	£294.00
29.07.2011	Virgin Mobile	£14.62
01.08.2011	ERS	£294.00
16.07.2011	Phone Insurance	£5.10
30.08.2011	Virgin Mobile	£19.92
01.09.2011	ERS	£294.00
08.09.2011	BT	£85.62
23.09.2011	Phone Insurance	£5.99
29.09.2011	BT	£48.32
29.09.2011	Virgin Mobile	£25.25

Income – Reserve Account

01.04.2011	Precept – SDDC	£50,000.00
11.04.2011	Concurrent Expenses – SDDC	£20,090.00
01.08.2011	Precept – SDDC	£50,000.00

Income – Current Account

16.05.2011	HMRC – VAT	£4,186.28
15.04.2011	PS1 - Astro Turf	£1,137.38
15.04.2011	PS1 - Football Hire	£23.00
15.04.2011	PS1 - DALC – Training Refund	£30.00
15.04.2011	PS1 – EON – Wayleave	£6.90
15.08.2011	HMRC – VAT	£694.46
18.08.2011	PS2 – Astro	£385.00
18.08.2011	PS2 – Football Hire	£35.00
02.09.2011	PS3 – Astro	£424.00
03.10.2011	Hilton Village Hall Loan	£35,175.20
19.10.2011	PS4 – SDDC Refund	£67.10
19.10.2011	PS4 – Astro	£291.00
19.10.2011	PS4 – Football Hire	£337.00
14.10.2011	PS5 – Astro	£78.00
19.10.2011	PS6 – Football Hire	£156.00
03.10.2011	PS7 – Astro	£400.00
03.10.2011	PS7 – Football Hire	£134.00
03.10.2011	PS7 – VH Hire paid in error	£39.80
24.11.2011	PS8 – Football Hire	£235.00
24.11.2011	PS8 – Astro	£1,430.00

b) Approval of the Accounts up to 30.09.2011

Resolved: The Financial Accounts up to 30th June 2011 and 30th September 2011 were approved as a true record.

12. Minute Number 1404/11 - Items for Information

Resolved: To note the following information.

- SDDC – Christmas Tree Recycling 26th December 2011 to 2012
- SDDC – Swadlincote Christmas Light Switch on Program
- SDDC Press Release – Free health checks across South Derbyshire

- d) SDDC Press Release – Activities for youngsters on their doorstep
- e) SDDC Press Release – Laughter and learning on educational school run
- f) SDDC Press Release – Homeowner offered a helping hand
- g) SDDC – Etwall Area Forum Minutes
- h) Clerk and Council Direct Magazine – November 2011
- i) SDDC – Press Release – Forestry Centre could win visit from Celebrity Pair
- j) The Playing Field newsletter Autumn 2011
- k) Spirita – Home Improvement Trust (House-proud Scheme)
- l) DART Training – Sustainable Resource Management Courses available

13. Minute Number 1405/11 - Items for discussion

There was nothing to report.

14. Minute Number 1406/11 - Planning Matters for Decision

- a) Reg No 9 2011 0903 – The erection of an extension at 13 Derby Road, Hilton

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

- b) Reg No 9n 2011 0919 – The erection of a Machinery Store at Hall Croft Farm, Uttoxeter Road, Hilton

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

15. Minute Number 1407/11 - 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 Carting) Hilton Fields, Sutton Lane, Hilton – APPEAL DECISION, THE APPEAL IS DISMISSED
- b) Reg No 9 2011 0447 – The display of three fascia signs at the roundabout at junction of Derby Road A516 and A5132, Hilton – APPEAL DECISION, THE APPEAL IS DISMISSED.

16. Minute Number 1408/11 - Date of the next Meeting

Resolved: The next meeting of Hilton Parish Council will be 21st December 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 2 - EXEMPT INFORMATION

Minute Number 1409/11 – Exempt Items

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

Resolved: The Clerk to continue to liaise with ERS on this matter.

- b) Staff Salaries for 2012/2013

Resolved: The Clerk to be increased to the next scale.

Resolved: The rest of the staff to be increased by 3%

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