

**MINUTES OF THE HILTON PARISH COUNCIL MEETING HELD ON WEDNESDAY 29TH AUGUST
2012 AT HILTON VILLAGE HALL COMMENCING AT 7PM**

Present:

Cllr Steve Cooper (in the Chair)
Cllr Walton-Knight, Cllr Smith and Cllr Nield

1 District Council Representative and 4 members of the public were in attendance at the meeting.

AGENDA

PART 1 - NON EXEMPT INFORMATION

1. Minute Number 1772/12 - To Receive Apologies for absence.

Apologies were received and accepted from Cllr McDonald.

2. Minute Number 1173/12 - Variation of the Order of Business.

There were no Variations to the Order of Business.

3. Minute Number 1174/12 - Declaration of Members Interests.

Resolved: Cllr Cooper, Cllr Walton-Knight, Cllr Smith and Cllr Nield declared a Personal Interest in all items on the agenda pertaining to Hilton Village Hall.

4. Minute Number 1175/12 - Public Speaking.

Minute Number 1175/12/A - Public Speaking

There was nothing to report.

Minute Number 1175/12/B - Police Representatives Report

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

Minute Number 1175/12/C - District Council representatives Report

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

- She had been contacted by a couple of residents with regards to planning issues.
- Aldi had no plans to build immediately but perhaps by the end of next year.
- There would be a new recycling contract for SDDC in May 2013 which would include the collection of plastic and cardboard.

Cllr Plenderleith was informed that a complaint had been received with regards to the state of the Jitty between New Road and Derby Road. Cllr Plenderleith agreed to look into if sweeping could be completed in this area.

Cllr Plenderleith was asked if the trees and hedges could be cut back on Percywood Close. Cllr Plenderleith agreed to check if this work had been completed.

Minute Number 1175/12/D - County Council Representatives Report.

Cllr Pattern sent her apologies, there was nothing to report.

5. Minute Number 1176/12 - To confirm the monthly Minutes of the Hilton Parish Council Meetings held on 25th July 2012

Resolved: The Non Exempt Minutes of the Monthly Hilton Parish Council Meeting held on Wednesday 25th July 2012 having been circulated were approved and signed as a true record.

6. Minute Number 1177/12 - Chairperson's Report

There was nothing to report.

7. Minute Number 1178/12 - Committee Reports

A) Minute Number 1178/12/A - Community Services - To be discussed by full Council at their Meeting

- Community Information and Publicity

There was nothing to report.

B) Minute Number 1178/12/B - Minute Number Finance - Cllr Walton-Knight, Cllr Smith, Cllr McDonald, Cllr Cooper, Cllr Nield and the Clerk to Hilton 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 1178/12/C - Environment and Green Space – To be discussed by full Council at their Meeting

- Maintenance of Public Footpaths, Cycle Paths, Greenway, Verges, Open Space, Trees and Hedges

It was reported that there were 3 areas of overhanging vegetation around the village which were of concern as follows:

- The hedge was overhanging the carriageway on Sutton Lane from the village to Dale End Road on both sides. The Parish Council had been requesting for 18 months that this area be cut back, however it is now in desperate need of work.
- The hedges on Derby Road both sides were overhanging the carriage way and pavement and were in need of cutting back as residents were required to walk in the roadway.
- The hedges, weeds and nettles needed to be cut back on the Greenway from the Back Lane Playing Field to Avon Way

Resolved: The Clerk to contact DCC with regards to the first 2 items and SDDC with regards to the Greenway.

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

The Clerk read out the Groundsman's report as follows:

Since my last report some of the jobs that myself, Tony and Wayne have undertaken have included making a start on our hedge cutting program, repairing the loosed curb on the Village Hall crossing starting work on the 2 new wildflower beds in the parish council nature area, which I intend to sow with foxglove seeds ready for next year.

When there has been a break in the rain I have sprayed the weeds on the mill lane planting area and The Mease planting area which brings me onto a scaffolding lorry which keeps parking on this area.

After some un-pleasant incidents with anti-social behaviour in and around the Astro Turf, we have made a very good start on putting up Prikka Strips and anti-climb paint on the top of the fence.

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This is page 1188 of the Minutes of the Meeting of Hilton Parish Council held on 29.08.2012

With some good weather I am well in hand with the grass cutting that we do. I and Tony have been increasing the levels of security in the garage and I am very pleased with the work that we have done.

D) Minute Number 1178/12/D - Village Infrastructure - To be discussed by full Council at their Meeting

- 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 1178/12/E - Recreation and Leisure – To be discussed by full Council at their Meeting

- 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 1178/12/F - Employment Issues – Cllr Walton-Knight, Cllr Smith, Cllr McDonald, Cllr Cooper, Cllr Nield and the Clerk to Hilton Parish Council

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

There was nothing to report.

G) Minute Number 1178/12/G - Hilton Village Hall Management Committee – Cllr Walton-Knight, Cllr Smith, Cllr McDonald, Cllr Cooper, Cllr Nield and the Clerk to Hilton Parish Council

8. Minute Number 1179/12 - Reports from Councillors that have attended any other Meetings.

- Etwell Area Meeting & Safer Neighbourhoods – The chair and Vice Chair

The next meeting will be held on 10th October 2012 at Sutton on the Hill Village hall commencing at 6.15pm.

Resolved: Cllr Cooper to attend on behalf of Hilton Parish Council.

- Toyota Liaison – The Chair and Vice Chair

There was nothing to report.

- Derby Airfield Consultative Committee – Cllr Walton-Knight

There was nothing to report.

- The Mease Management Committee – Cllr McDonald

There was nothing to report.

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

Resolved: The Clerk to arrange the next meeting.

Resolved: The Clerk to inform Ian Hey of the date, time and venue once confirmed.

- Hilton Dog Walking Group – Cllr McDonald

A dog walk had taken place since the last Parish Council Meeting in July 2012.

- Flood Liaison – Cllr Walton-Knight - **NEXT MEETING 27.09.2012 at the Council Chambers, Swadlincote commencing at 10am**

There was nothing to report.

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This is page 1189 of the Minutes of the Meeting of Hilton Parish Council held on 29.08.2012

- DCC – Parish and Town Liaison Forum – To agree at a Parish Council Meeting on which Councillor will attend

There was nothing to report.

- SDDC - Joint Meetings with Parish Councils – To agree at a Parish Council Meeting on who will attend

There was nothing to report.

9. Minute Number 1180/12 - Clerk's Reports

- a. 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, 1401/11, 1617/11, 1635/11, 1654/11, 1669/12, 1686/12, 1728/12 – Clerks Report

There was nothing to report as Zoe Sewter has been on Annual Leave.

- b. Extra CCTV required for the Back Lane Pavilion and funding application
The Clerk reported that the funding application submitted to Safer Neighbourhoods towards further CCTV at the Back Lane Pavilion had been successful. She explained that the Parish Council had originally submitted a claim for £1,765.00 and we had been awarded £1,447.00 which was 82% of the original submission.

Resolved: The Clerk to arrange for the work to be carried out as soon as possible.

- c. Insurance Claim for damaged CCTV sent
The Clerk reported that the Claim for the damaged CCTV and Column from the storm damage had now been forwarded onto the Insurance Company. She explained that a Loss Adjuster was sent to site on 17.08.2012 to assess the new equipment and the claim would hopefully be settled shortly.

- d. Cultivation license update
Resolved: The Clerk to liaise with the Groundsman with regards to developing a planting scheme.

Resolved: Once the planting scheme had been drawn up the information along with the Cultivation License application would be sent to DCC for approval.

- e. Hilton Forum information and recent questions

The Clerk reported that there were a few questions being asked of the Council on the Hilton on Line Forum. The Clerk explained that she had already answered the question on staff hours.

The Clerk reported that the bank balances would be covered under Finance item 11 below.

The Clerk reported that a request had been made to put the agenda and minutes onto the Hilton on Line Forum in the future. The Clerk recommended that no decision be made on this matter yet as a new Parish Council Website would be up and running soon which would be more user friendly. The Clerk may also have editing rights so that if the webmaster is not available she could add items to the website.

Resolved: The Parish Council agreed to keep this matter on hold in the short term.

- f. Complaints of noise and fighting at a local Public House
Resolved: Residents to be informed that they should contact the Environmental Health Department at SDDC and report any problems directly to them.

- g. Traffic Calming measures requested
Resolved: The Clerk to take no further action in this matter due to the fact that DCC do not have any extra funding to install extra traffic calming measures.

- h. The football teams require 3 x mirrors at the Back lane Pavilion, set of internal keys and have requested a lock on a cupboard in the kitchen to keep their refreshments
Resolved: The Clerk to contact the Football Team and inform them that they can have mirrors if they are prepared to purchase them, however they must stainless steel.
Resolved: Once Purchased the Caretaker to be asked to install them.

- i. DART pupil referral 1 day per week free of charge
Resolved: The Parish Council agreed not to take on pupil referrals at this moment in time.

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This is page 1190 of the Minutes of the Meeting of Hilton Parish Council held on 29.08.2012

j. Proposed changes to the Hilton Parish Council website
Resolved: Hilton Parish Council agreed to the new format for the Hilton Parish Council website.
Resolved: The Clerk to have access to update the website when the webmaster is not available or if the webmaster wishes the Clerk to add information.

10. Minute Number 1181/12 - Derbyshire Association of Local Councils

Resolved: To note the following information.

- a. Circular 36/2012
 - a. COMMUNITY RIGHT TO CHALLENGE
 - b. FLOOD PROTECTION AGENCY – NEW ONLINE FLOOD PORTAL
 - c. PATHS FOR COMMUNITIES (P4C) – NATURAL ENGLAND
 - d. CAMPAIGNERS TARGET ROADSIDE LITTER
 - e. INSPIRED FACILITIES FUND
 - f. BIG LOTTERY FUND GUIDANCE FOR APPLICANTS
 - g. MELBOURNE PARISH COUNCIL – VACANCY FOR CLERK/RFO
 - h. PARISH CLERK/RESPONSIBLE FINANCIAL OFFICER - TADDINGTON AND PRIESTCLIFFE PARISH COUNCIL

- b. Circular 37/2012
 - a. DALC'S NEW RECOMMENDED AGENDA FOR PARISH AND TOWN COUNCILS (DEPENDENT UPON THE CODE OF CONDUCT YOUR COUNCIL HAS CHOSEN)
 - b. COUNCIL PAYMENTS
 - c. QUEEN ELIZABETH II FIELDS CHALLENGE
 - d. OUTDOOR PLAY AREAS
 - e. ELMTON WITH CRESWELL PARISH COUNCIL – VACANCY – ASSISTANT TO THE CLERK AND TO THE FINANCE OFFICER
 - f. MAPPLETON PARISH COUNCIL – CLERK/RFO VACANCY

- c. Circular 38/2012
 - a. CODE OF CONDUCT
 - b. DALC – ANNUAL MEETING OF EXECUTIVE COMMITTEE – 9.30AM – 1 SEPTEMBER 2012 AND DALC ANNUAL GENERAL MEETING – 11AM – 1 SEPTEMBER 2012 – BOTH TO BE HELD IN COMMITTEE ROOM 1, COUNTY HALL, MATLOCK
 - c. PROPOSALS FROM TOWN AND PARISH COUNCILS UNDER THE SUSTAINABLE COMMUNITIES ACT 2007
 - d. RECRUITMENT OF INDEPENDENT MEMBERS OF THE DERBYSHIRE POLICE AND CRIME PANEL – CLERKS PLEASE COULD YOU BRING THIS TO THE ATTENTION OF MEMBERS OF YOUR COMMUNITY
 - e. GENERAL POWER OF COMPETENCE – DIARY DATE REMINDER

11. Minute Number 1182/12 – Finance

Resolved: To note the following payments.

- a) Accounts for Payment.

Cheque No	Payee	Description	Amount
002295	Eon	Electricity	£46.64
002296	Aucuba Landscapes	Maintenance	£448.30
002297	Flint Bishop Solicitors	Legal Fees	£540.00
002298	Fairview Arborists	Tree Felling	£400.00
002299	Scribe 2000 Ltd	Subscription	£294.00
002300	Cromwell	Equipment	£86.98
002301	R Massey and Son	Equipment	£418.98
002302	Hilton Village Hall	Room Hire	£85.92
002303	Aucuba Landscapes	Maintenance	£1233.60
002304 to 002309	Salaries and NIC's		£7,186.03

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 This is page 1191 of the Minutes of the Meeting of Hilton Parish Council held on 29.08.2012

Balance at the bank as of 28.08.2012

Current Account 71,269.39
Reserve Account 79,859.21
TOTAL **151,128.60**

The Clerk reported that a question had been raised on the Hilton on Line Forum with regards to the Parish Council Bank Accounts and in particular the Reserve Account. She explained that she felt that residents were under the impression that the Parish Council was sitting on a big pot of money for a rainy day, which was not being spent. The Clerk explained that this was certainly not the case.

The Clerk explained that the Parish Council had a Reserve Account which was initially set up before she started with the Council. She understood that this account was set up originally as the bank in which the Council banked with was, at the time offering a good interest rate which was seen to be good value for money. Items like the precept, concurrent expenses and any VAT refunds are paid into this account. However since the banking crisis and in the current climate the bank offers no interest on this account at all. The money from the Reserve Account is transferred to the Current Account as and when necessary to pay the ongoing bills etc.

The Clerk explained that if residents wished to see the financial accounts of the Council, they were entitled to book an appointment with her and were able to view the Audited Annual Return for the accounts 2011/2012.

12. Minute Number 1183/12 - Items for Information

Resolved: To note the following information.

- a) SDDC – Press release – Have your say on proposed Dog Control Order changes
- b) SDDC – Press release – Nominate your sporting stars
- c) SDDC – Press release – Chairman plans celebratory sporting tour of District
- d) SDDC – Press release – Patriotism at Last Night of Proms
- e) SDDC – Press release – Leading the active way
- f) SDDC – Press Release – Make sure you can vote for your Police and Crime Commissioner
- g) SDDC – Press release – Former Chairman's Civic Fund-raising
- h) The Playing Field Rural Action Derbyshire Magazine
- i) DCC – Proposal for improving the network of paths and trails across Derbyshire over the next 5 years – Public Consultation from 06.08.2012 to 29.10.2012 questionnaire available at:
www.derbyshire.gov.uk/have_your_say/consultation_search/consultation_search_index/rights_o
- j) DCC – Safer Derbyshire free magazine

13. Minute Number 1184/12 - Items for discussion

- a) SDDC – Dog Control Order Questionnaire 2012

Resolved: The Clerk to take no further action.

14. Minute Number 1185/12 - Planning Matters for Decision

- a) Reg No 9/2012/0729 - 2 ELM DRIVE HILTON DERBY DERBYSHIRE DE65 5GS AMENDED SCHEME TO PREVIOUSLY APPROVED (9/2012/0312/FH) FOR THE ERECTION OF AN EXTENSION AND PITCHED ROOF OVER GARAGE

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

- b) Reg No 9/2012/0707 - HILTON BUSINESS PARK STORAGE COMPOUND LOWMAN ROAD HILTON DERBY DERBYSHIRE RETROSPECTIVE APPLICATION FOR THE ERECTION OF 2 LIGHTING COLUMNS AND 1 CCTV COLUMN

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

- c) Reg No 9/2012/0674 - 36 TINSELL BROOK HILTON DERBY DE65 5HY THE PART CONVERSION OF THE EXISTING GARAGE INTO LIVING ACCOMMODATION AND THE ERECTION OF A DETACHED DOUBLE GARAGE

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

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This is page 1192 of the Minutes of the Meeting of Hilton Parish Council held on 29.08.2012

- d) Reg No 9/2012/0632 - 25 RODNEY CLOSE HILTON DERBY DE65 5GX
RETROSPECTIVE APPLICATION FOR A SUMMER HOUSE 7

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

15. Minute Number 1186/12 - Planning Matters for Information

Resolved: To note the following information.

- a) Reg No 9/2012/0597 - 33 DALE END ROAD HILTON DERBY DE65 5FW THE
ERECTION OF AN EXTENSION – HAS BEEN GRANTED

16. Minute Number 1187/12 - Date of the next Meeting

Resolved: The date of the next Hilton Parish Council Meetings was confirmed as 26th September 2012 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 1188/12 - Exempt Information.

- a) Booking Clerk hours

Resolved: The Booking Clerk hours in the Village Hall Office were agreed as 9am to 12 noon Monday to Thursday and 9am to 1pm Friday.

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

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This is page 1193 of the Minutes of the Meeting of Hilton Parish Council held on 29.08.2012