

**Hilton Parish Council**  
PO BOX 8094, Swadlincote, Derbyshire. DE11 1FR  
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 MONTHLY HILTON PARISH COUNCIL MEETING HELD ON  
WEDNESDAY 30<sup>TH</sup> OCTOBER 2013 AT HILTON VILLAGE HALL COMMENCING AT 7PM**

**Present:**

Cllr Cooper (in the Chair)  
Cllr Smith, Cllr Darlington, Cllr Nield, Cllr Fox and Cllr Spencer

3 District Council Representatives and 7 members of the public were also in attendance.

**AGENDA**

**PART 1 - NON EXEMPT INFORMATION**

**1. Minute Number 1422/13 - To Receive Apologies for absence.**

Apologies were received and accepted from Cllr Stevens and Cllr McDonald,

**2. Minute Number 1423/13 - Variation of the Order of Business.**

There were no Variations to the Order of Business.

**3. Minute Number 1424/13 - Declaration of Members Interests.**

***Resolved: The Chair and Vice Chair declared a Personal and Prejudicial Interest in Part 2 of the agenda Exempt Information, item g) Parish Allowance.***

***Resolved: Cllr Cooper, Cllr Smith, Cllr Darlington, Cllr Nield, Cllr Fox and Cllr Spencer declared a Personal Interest in all items on the agenda pertaining to the Hilton Village Hall.***

**4. Minute Number 1425/13 - Public Speaking.**

**Minute Number 1425/13/A – Public Speaking.**

Members of the following raised the following matter.

- Mr Roger Yeoman of Hilton and Marston History Group asked the Parish Council to reconsider their resolutions passed 6 months ago with regards to the installation of a monument/memorial for the fallen soldiers on Roma's Garden. The Hilton and Marston History Group still wished this to go ahead in 2014 and not be defer to 2018 as the Parish Council have asked. They had a petition of 150 signatures to hand to the Parish Clerk confirming that people in the village wished that this went ahead in 2014. The Hilton and Marston History groups' intention was to have a memorial to the fallen but would not quote any names as this already existed on the Lych Gate at Marston Church and soon would exist on the Welland Road/Humber Street Park. Their proposal was a stone memorial sundial. The Parish Council were informed that if this was agreed the Parish Council would need to apply to DCC for a 115E License for the installation of the monument.

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- Mrs Caroline Morris asked the Clerk if it was her personally that had put forward the installation of a Multi-Use Games Area on the Mill Lane Play Area, as it stated “I” in the minutes. The Clerk had no idea what Mrs Morris was implying and replied that this was one of the options that was under discussion by the Parish Council along with other options.
- Mrs Caroline Morris explained that Mill Lane had been a playing field for many years and she was concerned that installing a Multi-Use Games Area would spoil the grass area. She asked the Parish Council Members to explain what had been decided as she would like to put forward the proposal of Outdoor Multi Gym Equipment for people who have personal trainers and currently use the ordinary play equipment to train.

**Minute Number 1425/13/B – Police Representatives Report.**

There was no Police Representative present at the meeting.

The Chair read out the Police Report – Good News update for the area as follows:

The team have changed shifts to work until the early hours of the morning to combat the graffiti priority set at our last meeting. No further graffiti has been committed. The shifts have been successful and many searches conducted, intelligence gathered and offences have been dealt with during these. Since our last report the team have been busy and have the following results to update:-

- A Female has been charged with x1 Robbery, x1 Attempt Robbery, x2 Burglary and x1 sexual assault.
- X2 Arrests have been made for concern in the supply of controlled drugs and are bailed pending further enquiries.
- A Cannabis warning has been issued to a male found in possession of class B drugs in Hatton.
- A Cannabis warning was issued to the occupant of a parked car during a routine stop check in Church Broughton.
- A 15 year old girl has been given a drug awareness course as part of restorative justice after our previous update in last month’s report where she was arrested for possession of cannabis.
- A 17yr old male has been reported to court for no license and insurance after being caught in Hilton riding a friends scooter.
- A male has been reported to court for not wearing a seat belt in Hilton
- X2 Arrests were made on suspicion of Theft in a dwelling in Hilton both have since been released without charge.
- A male has been arrested after a routine stop check in Hilton found him in possession of Class A drugs.
- A Male has been arrested for possession of Class B drugs and a Female arrested for possession of Class A drugs as part of a pre-planned operation in Foston. Both have been bailed pending further enquiries.
- A Male was arrested for driving in Mickleover whilst unfit. Bailed pending further enquiries.
- A female prisoner has been arrested for assault x2 on staff and x1 attempt theft.
- 2 males have been arrested on suspicion of a non-dwelling burglary in Egginton.
- Whilst conducting afternoon school patrols in Hilton 2 people were reported to court for failure to wear a seatbelt.
- A male has been charged with possession with intent to supply class B drugs.
- A male has been arrested for driving under the influence of alcohol and has also been reported to court for using a mobile whilst driving and failure to wear a seatbelt.
- A scooter was seized on Avon way Hilton for rider not having insurance, enquiries on going.

**Minute Number 1425/13/C – District Council Representatives Report.**

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

- The overgrown vegetation around Welland Road, where Royal Mail were not delivering the post have now been cut back by St Modwen. This area will now be added to their maintenance schedule until such time that this area is adopted by the District Council.
- She had been corresponding with a resident with regards to their Council Tax, however she could not give any further details due to it being private and confidential, however she was sign posting them to the correct people that could resolve the problems.
- The Scrutiny Group have been working with and going out with the Clean Team. They were now looking at the bulky uplift charges and discussing if this could be collected free of charge to alleviate fly tipping.
- The Local Plan Consultation went ahead as planned at Hilton Village Hall and the plans are still on the SDDC website for people to comment on.
- The proposed planning of 375 houses on The Mease had gone quiet and there was nothing to report at this time.

Cllr Bale was present at the meeting but there was nothing to report.

**Minute Number 1425/13/D – County Council Representatives Report.**

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

- She had received a report of a faulty light on Welland Road, This area was still under the ownership of George Wimpey but would be repaired shortly.
- She was chasing up the installation of the crossing as part of the Aldi application.
- Otter Street and Clyde Street have now been adopted by DCC.
- A complaint has been received from a resident on Percywood Close with regards to overhanging trees and tree roots breaking through the ground. SDDC housing department will be looking in to this matter and completing a survey.
- She was very pleased to report that she had attended the Sports Awards the previous week and could confirm that Hilton Harriers had received an award for Club of the Year. Cllr Patten said that she was very proud of them. She also reported that the Youth of Hatton had also received an award.

**5. Minute Number 1426/13 - To confirm the Non-Exempt Minutes of the monthly Hilton Parish Council Meetings held on 2<sup>nd</sup> October 2013.**

***Resolved: The Non-Exempt Minutes of the Monthly Hilton Parish Council Meeting held on Wednesday 2<sup>nd</sup> October 2013 having been circulated were approved and signed as a true record.***

**6. Minute Number 1427/13 - Chairperson's Report**

There was nothing to report.

**7. Minute Number 1428/13 - Committee Reports**

**A) Minute Number 1429/13/A - Community Services - To be discussed by full Council at their meeting**

- Community Information and Publicity

There was nothing to report.

**B) Minute Number 1429/13/B - Finance - Cllr Cooper, Cllr Smith, Cllr McDonald, Cllr Nield, Cllr Fox, Cllr Darlington, Cllr Stevens, Cllr Spencer and the Clerk to Hilton Parish Council**

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- 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
  - Arrange a Finance Meeting – Re Budget 2014/2015 and Precept 2014/2015

**Resolved: The date of the Finance Meeting was agreed as 20.11.2013 at 7.30pm at Hilton Village Hall.**

**C) Minute Number 1429/13/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 the footpath that runs between Bren Way and Rodney Close was very overgrown The Clerk was in the process of trying to resolve this issue with the developer Persimmon.

It was reported that the overgrown bushes on Washford Road belonging to a resident.

**Resolved: The Clerk to write to the resident respectfully asking that the bushes be cut back to the boundary line.**

It was reported that Street light number 100710 is on all the time and needs maintenance

**Resolved: Cllr Patten replied that she would report this matter to DCC.**

Cllr Plenderleith reported that that the next Joint Parish Council Meeting, date still to be confirmed, they would be talking about mowing and maintenance around the village and maps would be available to view.

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

Please see separate report under Groundsman Report on the Hilton Parish Council website: [www.hiltonparishcouncil.org.uk](http://www.hiltonparishcouncil.org.uk) and follow the correct link.

**D) Minute Number 1429/13/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 1429/13/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.

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F) **Minute Number 1429/13/F - Employment Issues – Cllr Cooper, Cllr Smith, Cllr McDonald, Cllr Nield, Cllr Darlington, Cllr Fox, Cllr Stevens, Cllr Spencer 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 1429/13/G - Hilton Village Hall Management Committee – All members of Hilton Parish Council and the Parish Clerk/RFO**

8. **Minute Number 1430/13 - Reports from Councillors that have attended any other Meetings.**

- Etwall Area Meeting & Safer Neighbourhoods – The Chair and Vice Chair

The next meeting to be held at Hilton Village Hall on 06.11.2013.

***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 – To nominate a representative when required.

There was nothing to report.

- The Mease Management Committee – Cllr McDonald

It was reported that the Clerk had asked Aucuba Landscapes to repair the fencing to the front of The Mease Pavilion as soon as possible, however this would only be a temporary fix as some of the posts need to be completely replaced. This was in part due to the bund and the overgrown state of the vegetation.

***Resolved: It was agreed that the Parish Council Members would all have a look at this area to see what could be done in the future with this fencing.***

- Marston on Dove Relief in Need Charity – The Chair and Vice Chair and the Clerk to Hilton Parish Council

There was nothing to report.

- Hilton Dog Walking Group – Cllr McDonald

It was reported that membership was now up to 213 members. The next dog walk event was to be held at Foremark Reservoir on Sunday 03.11.2013

- Flood Liaison – To nominate a representative when required.

There was nothing to report.

- DCC – Parish and Town Liaison Forum – Cllr Nield

There was nothing to report.

- SDDC - Joint Meetings with Parish Councils - To nominate a representative when required.

There was nothing to report.

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- Nestle Committee - To nominate a representative when required.

There was nothing to report.

**9. Minute Number 1431/13 - 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, 1180/12, 1198/12, 1216/12, 1233/12, 1250/12, 1267/13, 1301/13, 1318/13, 1360/13, 1377/13, 1394/13, 1396/131413/13 – Clerks Report

There was nothing to report.

- b. What Hilton Parish Council will do for the 2014 commemoration to mark the centenary of the Great War. As directed by a Downing Street directive - Previously reported under minute number 1233/12, 1250/12, 1267/13, 1301/13, 1318/13, 1360/13, 1377/13, 1394/13, 1396/13, 1413/13 – Clerk Report

- a. Approval to order the plaques

**Resolved: The Clerk to raise the Purchase Order for the main plaque which SDDC had agreed to reimburse the Parish Council for as follows:**

|  |                   |
|--|-------------------|
| <b>I no. Polished Black Granite Slab, 2" x 17" x 21"</b> | <b>£ 225.00</b>   |
| <b>1094 characters @ £1.50 per character</b>             | <b>£ 1,641.00</b> |
| <b>Engraved Characters to be coloured silver</b>         |                   |
| <b>Fixing into memorial stone included.</b>              |                   |
| <b>TOTAL PAYABLE</b>                                     | <b>£ 1,866.00</b> |

**Resolved: The Clerk to Raise the Purchase Order for the 26 commemorative plaques as follows:**

|   |                |
|---|----------------|
| <b>26 Commemorative plaques, engraved and fitted:</b> | <b>£300.00</b> |
| <b>TOTAL PAYABLE</b>                                  | <b>£300.00</b> |

**Resolved: The Clerk to email the Purchase Orders to Cllr Darlington who was given delegated powers to place the orders and oversee the work.**

- b. Publicity, to cover press releases, newsletter for community information and display on noticeboard in the Village Hall, all to be updated on regular basis when required.

The Parish Council members had been given a list of plans that the Military Working Party required delegated powers to achieve. The purpose of this list was to ensure the smooth running of the Working Party in making day to day decisions in preparation for the Commemoration as follows:

1. To produce a display of the plans for the Commemoration in the Village Hall to include photos, text, plan. To be able to update this display as required. Text to be approved between meetings.
2. To produce a newsletter, reflecting the display and updates.
3. To display the newsletter on HPC noticeboards and HPC website, with a link to visual plan on the internet.
4. To approve planting of bulbs, wild flowers and oak walk at Humber Street Park

5. To advertise for volunteers for planting of bulbs and oak walk, on railings of Welland Rd/ Humber Street Park and on HPC website
6. To produce a press release and photos of the bulb planting for the Burton Mail, Derby Telegraph and Hilton & Dove Valley Life.
7. To produce short diary pieces about the Commemoration for Hilton & Dove Valley Life as appropriate. All text to be subject to HPC approval by email in between meetings.
8. To produce a list of dignitaries to be invited to the commemoration in the name of the Chairman of Hilton Parish Council; Working Party to draft this invitation for The Parish Clerk to send out.
9. To plan the lunch for the day within the budget allocated to the Working Party in co-ordination with staff at King's Head.
10. To obtain written confirmation from Zoe Sewter of monies coming from SDDC to finance this project. £2,000 has been agreed verbally.
11. Approval for lunch budget for invited guests of HPC.
12. Approval for Working Party to charge a nominal sum of £2.50 for lunch for others wishing to attend.

**Resolved: Hilton Parish Council gave the Working Party Delegated Powers to work within the above list**

**Resolved: The Clerk to add the budget for approval to the agenda for December 2013**

- c. Police Office Lease agreement – Previously reported under minute number 1377/13, 1394/13, 1396/13, 1413/13 – Clerks Report

There was nothing to report.

- d. Proposed new Play Equipment for the Mill Lane Play Area – Previously reported under minute number 1396/13, 1413/13 – Clerks Report

**Resolved: Market Research to be completed of what children and residents would like to see installed on the Mill Lane Play Area.**

**Resolved: Add outdoor gym to the questionnaire of what people can choose from along with new play equipment like for like or similar or a Multi-Use Games Area.**

- e. Rural Path at Village Hall site proposal to have this area tarmacked – Previously Reported under minute number 1396/13, 1413/13 – Clerks Report

It was reported that this work started on Monday 28.10.2013 and would be completed within the next few days.

- f. Proposed Smart Meter – Back Lane Pavilion

**Resolved: The Clerk to speak to the electric company to install a smart meter as soon as possible.**

g. Adoption of the new Standing Orders October 2013

**Resolved: Hilton Parish Council approved to adopt the new Standing orders which would replace the previous version with immediate effect. This including the change to deal with all Village Hall Matters in the Village Hall Management Committee Meetings without the need to take any matter back to a full Parish Council Meeting for a resolution. This was due to the Management Committee Members being Parish Councillors and were the only voting members on the Village Hall Management Committee. The Clerk had taken advice on this matter prior to making the change and the decision being made.**

h. Issue of the Good Councillor Guide 4<sup>th</sup> Addition to all Councillors

**Resolved: All Councillors had been given a copy of the new Good Councillors Guide prior to the meeting for their information.**

i. Changes required to the Parish Council Website

**Resolved: The Clerk to obtain quotes for the next meeting.**

j. Request from the Hilton and Marston History Group with regards to obtaining permission to put a memorial on Roma's Garden.

It was reported that the Parish Council took on the Cultivation License for Roma's Garden after Cllr Banton negotiated for the Gardening Club to maintain the areas and Cllr Walton provided the plants.

It was explained that there was an option, the Gardening Club could be approached to see if they would be interested in taking on the Cultivation License and the Parish Council could give their Cultivation License up.

**Resolved: Standing Orders were suspended to allow Members of the Public to speak.**

It was reported that the Gardening Club were in favor of a monument to the fallen soldiers on Roma's Garden.

A petition with 150 signatures was handed to the Parish Council Clerk in favor of a monument on Roma's Garden.

It was reported that some form of sundial was the preferred option.

It was reported that the Parish Council had not said no to the proposal and it was agreed that there had clearly been some misunderstanding. The minutes actually said that the Parish Council would work with the Hilton and Marston History Group but more detail was required.

It was reported that an application for a license to erect a permanent structure from the Highways Department would be required in the first instance.

**Resolved: Standing Orders were resumed.**

**Resolved: It was agreed that the Hilton and Marston History Group were required to put together plans of what they wanted, where it would be situated on Roma's Garden, who would be paying for it and who would maintain this in the future.**

#### **10. Minute Number 1432/13 - Derbyshire Association of Local Councils**

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

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- a) Circular 15/2013
- Annual Return
- The Audit and Accountability Bill
- Over Four Million Pounds in Grant Available
- General Power of Competence
- Good Councillor Guide 4th Edition
- Disclosure and Barring Service (DBS) (Formerly CRB Check)
- Derbyshire Policing Survey
- Marie Curie Cancer Care – Derbyshire Walk
- Hayfield Parish Council Vacancy
- Dale Abbey Parish Council Vacancy

- b) Circular 16/2013
- Local Government Pension Scheme
- GH Speed 2 (HS2)
- 2013/2014 Pay Award
- HR Workshop – Keeping your Council Compliant
- Planning Seminar
- Good Councillor's Guide 4<sup>th</sup> Edition

- c) Circular 17/2013
- Proposed combined authority for the areas of Barnsley, Doncaster, Rotherham, Sheffield and 5 Derbyshire Districts
- A new code of practice which will encourage more effective use of CCTV cameras comes into force
- Seasonal Decorations
- NALC - Legal Topic Notes 19 and 31 have recently been updated and are available on the DALC website, members area
- Local Councils Explained
- Playground Inspection Training
- Finding & Bidding for Project Funding
- Sport England's Small Grant Fund
- Vacancy – Clerk/RFO for Hope with Aston Parish Council

- d) Circular 18/2013
- DALC Annual General Meeting
- Planning Seminar Reminder
- Localised Council Tax Support Schemes and Capping
- Your Derbyshire, Your Say
- Derbyshire Dales CVS - Autumn Funding Fair
- Growth and Infrastructure Act 2013 - Village greens
- Ashbourne Community Transport
- Vacancy – Clerk/RFO – Morton Parish Council
- Vacancy – Clerk/RFO – Litton Parish Council

- e) Circular 19/2013
- Neighbourhood Plans
- Derbyshire Sport
- Update on Pensions
- Sustainable Communities Act

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- DCLG Guide to Community Rights “YOU’VE GOT THE POWER”
- National Minimum Wage
- Clerk/RFO Vacancies

- f) Circular 20/2013
- Revised Model Standing Orders
  - Revised Legal Topic Notes
  - NALC Policy Consultation
  - Vacancies

**11. Minute Number 1433/13 - Finance**

**Resolved: The Parish Council approved the following payments.**

a) Accounts for Payment.

| <b>Cheque No</b> | <b>Payee</b>           | <b>Description</b>              | <b>Amount</b> |
|------------------|------------------------|---------------------------------|---------------|
| 002541           | Mr C Watson            | Repairs to notice boards        | £190.00       |
| 002542 & 002549  | Aucuba                 | Maintenance                     | £877.90       |
| 002543           | Hilton Village Hall    | Room Hire                       | £66.60        |
| 002544           | Cancelled              |                                 |               |
| 002545 & 002552  | Cromwell               | Equipment                       | £291.91       |
| 002546           | Cancelled              |                                 |               |
| 002547           | J Parker Ltd           | Bulbs                           | £181.14       |
| 002548           | Grant Thornton         | Audit 2012/2013                 | £720.00       |
| 002550 & 002551  | SDDC                   | Bin, Installation, Sportsmobile | £1,320.00     |
| 002553 to 002558 | Salaries, Tax and NICs |                                 | £8,990.27     |

**Expenditure Current Account Direct Debit & Standing Orders:**

|            |                              |             |         |
|------------|------------------------------|-------------|---------|
| 10.06.2013 | BT                           | Telephone   | £162.05 |
| 01.06.2013 | Eon                          | Electricity | £60.00  |
| 01.07.2013 | Employment Relation Services | HR Support  | £294.00 |
| 01.08.2013 | Eon                          | Electricity | £60.00  |
| 01.08.2013 | Employment Relation Services | HR Support  | £294.00 |
| 01.09.2013 | Eon                          | Electricity | £60.00  |
| 02.09.2013 | Employment Relation Services | HR Support  | £294.00 |
| 10.09.2013 | BT                           | Telephone   | £151.78 |

**Income Current Account:**

|            |                         |                                 |            |
|------------|-------------------------|---------------------------------|------------|
| 28.06.2013 | SDDC                    | Precept 1 <sup>st</sup> Payment | £70,484.00 |
| 14.08.2013 | Astro Turf Bookings     | Payment Sheet 7                 | £850.00    |
| 14.08.2013 | Football Pitch Bookings | Payment Sheet 7                 | £351.00    |
| 14.08.2013 | Astro Turf Bookings     | Payment Sheet 8                 | £78.00     |
| 18.10.2013 | Astro Turf Bookings     | Payment Sheet 9                 | £875.00    |
| 18.10.2013 | Football Pitch Bookings | Payment Sheet 9                 | £16.00     |
| 18.10.2013 | Astro Turf Bookings     | Payment Sheet 10                | £50.00     |
| 18.10.2013 | Football Pitch Bookings | Payment Sheet 10                | £181.00    |
| 18.10.2013 | Hilton Village Hall     | Payment Sheet 11                | £12,000.00 |

b) Accounts from 01.04.2013 to 30.09.2013 for approval.  
**Resolved: Hilton Parish Council approved the unaudited accounts from 01.04.2013 to 30.09.2013.**

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**12. Minute Number 1434/13 - Items for Information**

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

- a) SDDC – press release – Annual Canvass set to start
- b) Team Work – press Release – Community safety is streets ahead in South Derbyshire
- c) SDDC – press release – Record numbers take part in summer play scheme
- d) SDDC – Private Sector Stock Condition Survey 2013
- e) Groundwork – Cresswell, Ashfield & Mansfield – Landscape and Construction Newsletter
- f) SDDC – Draft Local Plan Information
- g) Teamwork – press release – Safer South Derbyshire Partnership Autumn 2013 update

**13. Minute Number 1435/13 - Items for discussion**

There was nothing to report.

**14. Minute Number 1436/13 - Planning Matters for Decision**

- a) 9/2013/0831 OAKLEA LUCAS LANE HILTON DERBY DERBYSHIRE DE65 5FL  
OUTLINE APPLICATION FOR THE ERECTION OF A DETACHED DWELLING WITH  
ALL MATTERS RESERVED FOR FUTURE APPROVAL

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

- b) 9/2013/0806 22 KYLE ROAD HILTON DERBY DERBYSHIRE DE65 5JY THE  
ERECTION OF A TWO STOREY REAR EXTENSION

***Resolved: Hilton Parish Council had no objections to the above planning application providing that 2 car park spaces were maintained on the driveway.***

**15. Minute Number 1437/13 - Planning Matters for Information**

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

- A) 9/2013/0691 BADGER FARM WILLOWPIT LANE HILTON DERBY  
DERBYSHIRE DE65 5FN THE AMENDED SCHEME OF PREVIOUSLY  
APPROVED APPLICATION 9/2013/0322 FOR THE ERECTION OF  
ADDITIONAL OFFICE ACCOMMODATION, ASSOCIATED PARKING AND A  
NEW ACCESS ROAD TO THE BUILDINGS AT THE REAR OF THE SITE AND  
NEW GATEHOUSE – **HAS BEEN GRANTED**
- B) 9/2013/0657 OLD W D CAMP LAND AT SK2431 5674 SUTTON LANE HILTON  
DERBY DERBYSHIRE THE FORMATION OF A VEHICULAR ACCESS – **HAS  
BEEN GRANTED**
- C) 9/2013/0647 57 EGGINTON ROAD HILTON DERBY DERBYSHIRE DE65 5FG  
THE ERECTION OF AN EXTENSION AND DETACHED DOUBLE GARAGE  
WITH ADJOINING HOBBY ROOM AND FORMATION OF STORAGE/GAMES  
ROOM WITHIN ROOF SPACE OF GARAGE – **HAS BEEN GRANTED**

**16. Minute Number 1438/13 - Date of the next Meeting**

Resolved: The date of the next Hilton Parish Council Meeting was confirmed as 27<sup>th</sup> November 2013 at Hilton Village Hall commencing at 7pm.

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**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 1439/13 – Exempt Information.

- b) Staff matters – Previously Reported under minute number 1275/13, 1292/13, 1309/13, 1326/13, 1368/13, 1385/13, 1404/13, 1421/13 – Exempt Information.

It was reported that the Booking Clerk to Hilton Village Hall had terminated her contract of employment as of 29.11.2013. No reason for the termination had been given.

- c) Update on the VAT Inspection on Monday 13<sup>th</sup> May 2013, 16<sup>th</sup> May 2013 & 12th July 2013 – Accounts for Hilton Village Hall to be redrawn back to 01.01.2010 – Previously reported under minute number 1368/13, 1385/13, 1404/13, 1421/13 – Exempt Information.

There was nothing to report.

- d) Update on the Clerk and Caretaker to attend Derby Magistrates Court on 19.11.2013 re incident on 14.01.2013 at Hilton Village Hall – Previously reported under minute number 1404/13, 1421/13 – Exempt Information

There was nothing to report.

- e) Parish Council Procedures

**Resolved: All Councillors to read the new Standing Orders and Good Councillor Guide. All Councillors were reminded that any matters requiring approval are to be brought back to a full Parish Council Meeting for a decision to be made. Councillors cannot and must not work as individuals.**

**Resolved: The Clerk to arrange Councillor training.**

- f) Proposed PC Garage extension

**Resolved: The extension is to also include an office, toilets and rest room for the Parish Council staff.**

**Resolved: The Clerk to inform the Scout Association of the proposed plans for the above and explain what will happen to the green container.**

**Resolved: The Clerk to obtain complete quotes from the chosen architects. Once the Clerk has all the information required, the Clerk is to inform the most competitive company that they have the job.**

**Resolved: The Clerk to then meet with the Architects along with Cllr Smith with a view to having the plans drawn up for approval by the Parish Council at their next meeting, prior to them going to SDDC to try and obtain planning approval.**

- g) Parish Allowance

**Resolved: Cllr Cooper and Cllr Smith had already declared a Personal and Prejudicial Interest in this item at the beginning of the meeting and left the room.**

**Resolved: Due to the fact that the Chair and Vice Chair were helping and supporting the Clerk equally and sharing the responsibility at this very busy time. It was agreed that the Chair and Vice Chair would be on the same Parish Allowance for this year, which would be reviewed annually in the future.**

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h) Clerk Salary – 2013/2014

It was reported that the pay award for 2013-14 had now been agreed by the NJC for Local Government, and will apply to all Parish and Town Clerks on 'Green Book' terms and conditions, which includes the NALC/SLCC model contract. It was reported that the new pay rates apply with effect from 1 April 2013 and increases should be backdated for Clerks to this date.

***Resolved: The Parish Council agreed that the Clerks salary would be backdated with immediate effect to 01.04.2013 on the new agreed NJC pay award. The Clerk would then remain on the new agreed hourly rate for the rest of the financial year.***

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

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