

Hilton Parish Council
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**MINUTES OF THE MONTHLY HILTON PARISH COUNCIL MEETING HELD ON WEDNESDAY 26TH
FEBRUARY 2014 AT HILTON VILLAGE HALL COMMENCING AT 7PM**

Present:

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

2 District Council Representatives, 1 County Council Representative and 11 members of the public were in attendance.

AGENDA

PART 1 - NON EXEMPT INFORMATION

1. **Minute Number 1490/14 - To Receive Apologies for absence.**

Apologies were received and accepted from Cllr Fox and Cllr Spencer

2. **Minute Number 1491/14 - Variation of the Order of Business.**

There were no Variations to the Order of Business.

3. **Minute Number 1492/14 - Declaration of Members Interests.**

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

4. **Minute Number 1493/14 - Public Speaking.**

Minute Number 1493/14/A - Public Speaking

Members of the Public raised the following matters:

- William Hart and Ellie Dewdney spoke about their proposed plans to install a bicycle pump track in Hilton as follows.

Project Team

Ellie Dewdney: *Hilton Resident, BMX Coach, BMX Racer, Derby BMX Club Treasurer*

Will Hart: *Hilton Resident, Parent of 2, BMX Racer, Derby BMX Club Welfare Officer*

Tim Watts: *Hilton Resident and owner of Birkins Cycles*

Jack Bloor: *Hilton Resident, Derby BMX Club Rider*

Aim

To secure a new and exciting leisure facility, a dedicated bicycle pump track, to complement the existing excellent but limited facilities within the Parish. The track will be for the enjoyment of all active residents of any age and ability.

What is a Pump Track?

A Pump track is a small purpose built bike track consisting of a range of sculpted bumps called "rollers" and banked corners called "berms". Pump Tracks can be ridden on any sturdy bike with rubber inflatable tyres and by people of all ages and abilities. The track would be built by professional experts with an all-weather surface including some tarmac sections. It would be designed to be low maintenance and aesthetically neutral.

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Derby BMX Club Community Outreach Project

Even a professionally built Pump track requires some long term maintenance. This can be expensive if a contractor is required to do the work. However we are in a uniquely beneficial position due to the support of Derby BMX Club. Derby BMX Club is a healthy and active BMX Club with "Club Mark" status, based in Alvaston Park, Derby. The clubs members come from all over the county including several from Hilton. The club is keen to encourage the creation of this type of facility and has already provided a letter of support for the project. The club and its members have the equipment and experience to carry out track maintenance and can provide the man power and tools free of charge. This system is already working at the Sinfin Pump Track and Osmaston Pump Track.

Possible Locations

We would welcome permission to the use of any suitable location around the Parish of Hilton to plan the track. However we have identified a particularly suitable area within the main Hilton Park where there is already a successful skate park. Being close to the skate park and being of a similar land use, this may possibly make planning issues much easier. Permission to use Parish Council owned land is our primary request at this time to allow us to move forward with planning the project.

Funding

We would appreciate all possible help with funding however we are prepared to source the funding ourselves from independent funding streams. This is an area in which we have unique experience from Derby BMX Club.

Media Support for the Project

All of our word of mouth research around the village has gained nothing but positive responses and we have had an overwhelming response in a short period of time on our new Facebook Page and other social media.

Facebook Page: 222 Likes (www.facebook.com/hiltonpumprack)

Hilton Forum: 127 views (<http://www.hiltonvillage.co.uk/showthread.php?1874-Bicycle-Pump-Track-in-Hilton>)

Minute Number 1493/14/B - Police Representatives Report

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

Minute Number 1493/14/C - County Council Representatives Report

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

- She asked if the Parish Council had received the consultation information in relation to the proposed street lighting changes. The consultation will run from 03.03.2014 to 30.03.2014. All residents will be informed that the plans will be displayed within the Hilton Village Hall.
- The container issue on Sutton Lane was still ongoing and a site meeting was being arranged with DCC Officers to look into this matter.
- Cllr Patten and Cllr Plenderleith would be participating in the Pancake Race at Swadlincote.
- She had given all the letters from the residents re parking around Peacroft Lane and Peacroft Court to the Cabinet Member at Matlock. She had not yet received a response but would chase this before the next Parish Council Meeting.
- The Aldi crossing should have been started by 17.02.2014, Cllr Patten would chase this matter up and find out what the delay was.
- DCC have increased the Council Tax by 1.9%, SDDC have not increased Council Tax again this year.
- She had attended the Toyota Liaison Meeting.
- With regards to the St Modwen planning application, Highways had looked at the entrance on Egginton Road and the proposed entrance but sadly Highways were not in agreement to the proposed new entrance but have given no explanation as to why.
- She had been copied in by the Clerk on the information relating to the permit request for the sun dial at Roma's Garden. Hilton and Marston History Group had also requested funding from her towards this project with anticipated costs of £700.00. Cllr Patten had offered the group £350.00 from her funding pot.

Minute Number 1493/14/D - District Council Representatives Report.

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

- The issue with the Ash Tree on the school grounds is being dealt with through a Solicitors.
 - The last round of LDF consultation will take place on 26.03.2014 between 3pm and 8pm at Hilton Village Hall.
 - Most of Cllr Plenderleith's time had been taken up this month with Scrutiny Meetings at SDDC in relation to the budgets.
 - She was in full support of the bicycle pump track.
5. **Minute Number 1494/14 - To confirm the Non-Exempt Minutes of the monthly Hilton Parish Council Meetings held on 29th January 2014.**

Resolved: The Non-Exempt Minutes of the monthly Hilton Parish Council Meeting held on Wednesday 29th January 2014 having been circulated were approved and signed as a true record.

6. **Minute Number 1495/14 - Chairperson's Report**

The Chair reported that he and the Vice Chair had attended the Toyota Liaison Meeting which would be reported on later during the meeting.

7. **Minute Number 1496/14 - Committee Reports**

A) **Minute Number 1496/14/A - Community Services - To be discussed by full Council at their meeting**

- Community Information and Publicity

There was nothing to report.

B) **Minute Number 1496/14/B - Finance - Cllr Cooper, Cllr Smith, Cllr McDonald, Cllr Nield, Cllr Fox, Cllr Darlington, Cllr Spencer and the Clerk to Hilton Parish Council**

- Fees for the use of Parish Council Facilities
- 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 1496/14/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
- 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 and follow the correct link.

It was reported that SDDC were in the village on the day of this meeting completing a litter spot check. The Lengthsmen and Groundsman were praised by SDDC Officers due to no litter was found.

The Parish Council Members praised the Lengthsmen and Groundsman for all their hard work.

D) **Minute Number 1496/14/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

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- o **Partial Street Lighting consultation.**

Resolved: The Clerk to add this matter to the agenda for March 2014. The Council members to view the plans once received to see if the Parish Council should make comment on any specific areas.

- Public Transport Provision

E) Minute Number 1496/14/E - Recreation and Leisure – To be discussed by full Council at their meeting

- Provision and maintenance of sport and leisure facilities
 - a) Risk Assessments for approval.
 - A) Health and Safety Policy – Statement of Intent
 - B) First Aid
 - C) Company Vehicle Drivers
 - D) Needle Sticks
 - E) Waste Handling
 - F) Violence and anti-social behaviour towards staff
 - G) Parking at Hilton Village Hall and the Scout Hut
 - H) Children’s Play Area – Hilton Village Hall Site
 - I) Skate Park – Hilton Village Hall Site
 - J) Children’s Play Area – Mill Lane/Main Street
 - K) Astro Turf – Back Lane
 - L) Football Pitches and Pavilion – Back Lane

Resolved: The above Risk Assessments were approved by Hilton Parish Council

- Children play equipment
- Parish Council owned Parks and Landscaping

F) Minute Number 1497/14 - Hilton Village Hall Management Committee – All members of Hilton Parish Council and the Parish Clerk/RFO

There was nothing to report.

8. Minute Number 1498/14 - Reports from Councillors that have attended any other Meetings.

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

There was nothing to report.

- Toyota Liaison – The Chair and Vice Chair

The Chair and Vice Chair attended the annual Toyota CLC (community liaison committee) meeting on 13.02.2014.

Details of achievements and events over the last year were given which included the following facts:

- Toyota has increased its market share by 0.2% to 4.7%.
- Productivity at Burnaston increased by 64% - all due to Auris.
- All Auris sold in European are made at Burnaston.
- They have had a number of high profile visitors.
- Apprenticeships were offered to suppliers for the first time in 2013 (award rec'd) and will be offered again in 2014.
- 4200 people attended the eco day.
- They continue to tackle environmental impact of the factory.
- There are now trees and meadow land in place of grassed areas (for wildlife).
- H&S award was won for 20th consecutive year.
- The Avensis will have a major revamp in 2015 to maintain Burnaston as a 2 car plant.
- 120 variants are produced at Burnaston.
- TMUK Charitable trust donated £168000 to local good causes in 2013.
- They donate "in kind" - cars to fire and rescue service (for training).
- They run STEM challenge, a design competition for school) (Science, Technology, Engineering & Mathematics).

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Q - What effect will the closure of the factory in Australia have?.

A - No effect at all on Burnaston, other motor manufacturers have closed down leaving Toyota the only motor manufacturer in Australia and as a result components are no longer available so 90% of the raw material has to be imported and 90% of the finished product is exported, the factory is being closed because it is no longer economically viable.

Q - What is Toyota opinion of the Goodman Shepherd development? (Railhead).

A - Toyota are not involved but would consider using it if it went ahead, it would be foolish not to use it but no commitment has been made to.

Q - Could the footpath surface be improved?.

A - Toyota are working with SDDC to see what can be done.

Other information given:

- Toyota have received 1 complaint about noise/odour and are working with the resident to resolve the problem.
- Toyota were working with mapping companies to ensure SAT NAVS directed vehicles to the factory correctly and not through Burnaston.
- The Willington/SS Water planning application is not within Toyota's remit.
- The meeting was followed by a very nice finger buffet.

- Derby Airfield Consultative Committee – To nominate a representative when required.

There was nothing to report.

- The Mease Management Committee – Cllr McDonald

The next Mease Management Committee Meeting was confirmed as 10.03.2014.

- 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 up to 220 members. The next Committee Meeting would be held on 27.02.2014 to discuss the plans for the 2015 walking schedule. The group had also produced some Dog Fouling Posters which would be put up around the village shortly.

- 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.

9. Minute Number 1499/14 - Clerk's Reports

- a. 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, 1431/13, 1447/13, 1464/13, 1481/14 – Clerk Report.

- a. Approval of the invitations

Resolved: Cllr Darlington was given delegated powers to email the draft invitations to the Councillors for approval of the wording.

Resolved: Hilton Parish Council gave Cllr Darlington delegated powers to send the invitation out once the wording had been approved via email.

Resolved: All acceptance or declined invitations to be returned back to the Clerk to pass over to Cllr Darlington to deal with the further arrangements.

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- b. Approval for a budget

Resolved: It was agreed that outside caterers would be used on the day.

Resolved: a budget of £500.00 for catering was approved by Hilton Parish Council.

Resolved: Cllr Darlington was given delegated powers to arrange the catering.

- b. Police Office Lease agreement – Previously reported under minute number 1377/13, 1394/13, 1396/13, 1413/13, 1431/13, 1447/13, 1464/13, 1481/14 – Clerks Report

There was nothing to report.

- c. Request from the Hilton and Marston History Group with regards to obtaining permission to put a memorial on Roma's Garden – Previously Reported under minute number 1431/13, 1447/13, 1464/13, 1481/14 – Clerks Report. – REQUEST TO OBTAIN A 115E LICENSE FROM DERBYSHIRE COUNTY COUNCIL HAS BEEN EMAILED WITH SUPPORTING INFORMATION, CLLR PATTEN WAS COPIED IN ON THE REQUEST AS AGREED.

The Clerk had been informed that this process would take about 12 weeks. This included advertising and contacting the utility companies.

- d. Complaint from a resident with regards to dog fouling and a request to have one area in the village that does not allow dogs, to allow children to play safe – suggestion to fence off an area at the VH site – Previously reported under minute number 1481/14 – Clerks Report.

Resolved: Standing Orders were suspended to allow a Mr Andrew Shackleton to speak on this matter.

He explained that there were no dog free areas in Hilton where children could play with a football without the issue of dog fouling. An area on the Village Hall site was discussed and Mr Shackleton was asked to look at this area to see if it would be suitable. Mr Shackleton to inform the Clerk if he is in agreement with this area.

Resolved: Standing Orders were reinstated.

Resolved: The Clerk to ask SDDC for permission to fence off an area by the side of the play area at Hilton Village Hall and the picnic bench area.

Resolved: The Clerk to look into the price of fencing similar to the fencing around the play area.

- e. Hilton Bicycle Pump Track

Resolved: Hilton Parish Council were in full support of this project but asked that the area towards the bottom of the Back Lane Pitches, just below the nature area, be considered instead for the installation of the track. The Parish Council would asked that fencing the area off be included in the plans.

- f. Bloomfield Close entrance

Resolved: The bags containing the soil to be removed from the Bloomfield gate.

Resolved: The Clerk to look into having the provision of the gates only being used for maintenance on Bloomfield Close lifted.

- g. Replacement of bollards between the Scout Hut and the Skate Park

Resolved: The Clerk to obtain prices for 13 new wooden posts including installation.

Resolved: The Clerk to add this matter to the agenda for March 2014 for approval.

- h. SDDC – Civic Dinner – 15.03.2014 at Branston Golf Course commencing at 7pm - £40.00 per ticket

Resolved: No Councillors were available to attend the above event

- i. Safer Neighbourhoods Funding Application to upgrade the CCTV

Resolved: It was agreed to put this matter on hold but to consider claiming in May 2014.

10. Minute Number 1500/14 - Derbyshire Association of Local Councils

Resolved: Hilton Parish Council noted the following information.

- a) Circular 01/2014

- INDEX OF MOST IMPORTANT ELEMENTS OF 2013 DALC CIRCULARS

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- b) Circular No. 02/2014
- DALC Spring Seminar
 - War Memorial Conservation Work
 - NTS Bursary Scheme
 - Certificate in Local Council Administration
 - DALC Subscription Rates 2014/15
 - Spring Training Dates
 - Clerk/RFO Vacancy – Sawley Parish Council

- c) Circular No. 03/2014
- CiLCA Skills
 - Induction Courses
 - Whole Council Training
 - Chair Training
 - Basic Finance and Internal and External Audit
 - Bespoke VAT and Payroll Training
 - Cemetery Management and Legal Compliance

- d) Circular No. 04/2014
- REPEAL OF s.150 (5) OF THE LOCAL GOVERNMENT ACT 1972

11. Minute Number 1501/14 - Finance

Resolved: Hilton Parish Council approved the following payments.

a) Accounts for Payment.

Cheque No	Payee	Description	Amount
002607	The Helping Hands Co	Litter Pickers	£75.17
002608	Hilton Village Hall	Room Hire and rent	£4,806.00
002609	Viking Direct	Printer and Toners	£1,877.83
002610	SDDC	Planning Fee	£385.00
002611	Cancelled		
002612	Cromwell	Equipment	£132.56
002613	Rigby Taylor	Weed Killer	£40.04
002614	Sterilizing Services	Water Testing	£52.80
002615	Aucuba Landscapes	Maintenance	£628.30
002624 to 002629	Salaries, TAX and NICs		£6,702.82
002630	R Massey and Son	Repairs	£24.00

Resolved: Hilton Parish Council approved the following payments under Section 137.

Payments made under Section 137:

002616	History Group	Parish Grant	£350.00
002617	Hilton Dog Walking Grp	Parish Grant	£200.00
002618	Dove Valley Archaeology	Parish Grant	£500.00
002619	Hilton Pre School	Parish Grant	£302.40
002620	Hilton Cancer Research	Parish Grant	£150.00
002621	Hilton Village Hall	Parish Grant	£600.00
002622	Hilton Party on the Park	Parish Grant	£816.60
002623	Dog Trust/Hilton VH	Parish Grant	£81.00

12. Minute Number 1502/14 - Items for Information

Resolved: Hilton Parish Council noted the following information.

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- a) Derbyshire Association of Local Councils – Annual Report 2012/2013
- b) Health Watch Derbyshire – leaflets
- c) National Forest – Get active in the forest – Spring Walk at Calke 30.03.2014
- d) Heather Wheeler MP – Flooding Information Newsletter
- e) Digital Derbyshire Event – 20.03.2014 Members Room County Hall Matlock commencing at 2pm
- f) DCC – Temporary Road Closure Marston Lane, Marston on Dove on 17.03.2014 to 21.03.2014 between the hours of 20.00hrs and 07.00hrs each night
- g) SDDC – New Pancake Challenge

13. Minute Number 1503/14 - Items for discussion

There was nothing to report.

14. Minute Number 1504/14 - Planning Matters for Decision

- a) 9/2014/0124 - 21 RODNEY CLOSE HILTON DERBY DERBYSHIRE DE65 5GX - THE DEMOLITION OF EXISTING CONSERVATORY AND ERECTION OF GARDEN ROOM

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

- b) 9/2014/0097 - 22 KYLE ROAD HILTON DERBY DERBYSHIRE DE65 5JY - THE ERECTION OF AN EXTENSION

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

- c) 9/2014/0063 - 8 DALE BROOK HILTON DERBY DERBYSHIRE DE65 5JH - APPLICATION FOR A LAWFUL DEVELOPMENT CERTIFICATE FOR A PROPOSED EXTENSION

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

- d) 9/2014/0055 - 13 DOVE RISE HILTON DERBY DERBYSHIRE DE65 5GN - THE ERECTION OF AN EXTENSION

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

- e) 9/2014/0043 - OLD TALBOT INN 1 MAIN STREET HILTON DERBY DERBYSHIRE DE65 5FF - APPLICATION FOR LISTED BUILDING CONSENT FOR THE ERECTION OF REPLACEMENT TIMBER BUILDING FOR USE AS A SMOKING SHELTER

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

- f) 9/2014/0041 - OLD TALBOT INN 1 MAIN STREET HILTON DERBY DERBYSHIRE DE65 5FF - THE ERECTION OF REPLACEMENT TIMBER BUILDING FOR USE AS A SMOKING SHELTER

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

15. Minute Number 1505/14 - Planning Matters for Information

Resolved: Hilton Parish Council noted the following information.

- a) The Planning Inspectorate – Infrastructure Planning (Examination Procedure) Rule 2010 – Rule 8 – Application by RWE npower plc for an Order Granting Development Consent for the Willington C Gas Pipeline

16. Minute Number 1506/14 - Date of the next Meeting

Resolved: The date of the next Hilton Parish Council Meeting was confirmed as 26th March 2014 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 1507/14 – Exempt Information.

The Clerk reported that the following email had been received on 31.01.2014 at 5pm from a former Hilton Parish Councillor.

Having recently read the agenda and minutes for November, the agendas for December 2013 and January 2014, I would like to ask on what grounds, reasons and or regulations have the following items been placed into the exempt part of the Parish Council Meeting.

November 2013 Agenda

- Item C - Proposed PC garage extension.
- Item D – Parish Council Office.
- Item F – Budget for 2014/15 and precept setting including Parish Grant system.

December 2013 Agenda

- Item B – Proposed PC garage and office extension
- Item C - Groundsman and Lengthsman permission to use their services at the village hall re storage.

January 2014 Agenda

- Item A - Proposed PC garage and office extension
- Item C – Quotes for new printer
- Item D – Ground maintenance tenders

It was reported that as a former Councillor with many year's service they should be fully aware of what grounds and legislation Exempt Items are discussed. A reply was sent by the Clerk on 03.02.2014 stating, because listed items were of a confidential nature, no further emails had been received from the former Councillor to date since 03.02.2014.

The Clerk inform the Council that another former Councillor had emailed on 12.02.2014 as follows, this was after a reply sent by the Clerk stating that the December Minutes would be on the website shortly.

Dear Clerk

Thank you for your reply. Could you please explain why I always receive the above picture of you and a male in a hot tub when you reply via clerk@hiltonparishcouncil.org.uk ?

The Clerk stated that she had not replied to this email as she felt that the receipt of such an email was completely unacceptable and unwarranted.

Resolved: Hilton Parish Council agreed with the Clerk.

- a) Proposed PC Garage and Office extension update – Previously reported under minute number 1439/13, 1455/13, 1472/13, 1489/14 – Exempt Information.

It was reported that the planning fee had now been paid to SDDC and the planning application number 9/2014/0013 would be on their website shortly for consultation.

Resolved: If the above planning application is approved, Cllr Smith and the Clerk were given delegated powers to contact the Architect and arrange for the tender documents to be sent out.

- b) Banking matters and bank mandate – Previously reported under minute number 1489/14 – Exempt Information

It was reported that all bank issues raised at the previous meeting had now been resolved with the bank.

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- c) Proposed new Play Equipment for the Mill Lane Play Area – Previously reported under minute number 1396/13, 1413/13, 1431/13, 1447/13, 1464/13 – Clerks Report

- A) Plans and quotes

It was reported that 3 companies, Streetscape, Kompan and Sovereign had been contacted to give quotes for the contract to refurbish the Mill Lane/Main Street Play Area.

Resolved: Hilton Parish Council accepted the quote received from Kompan for the value of £35,292.67 excluding VAT as this was seen to be best value.

Resolved: The Clerk to send the application to Awards For All to obtain £10k funding towards the project on the Kompan quote accepted by Hilton Parish Council.

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

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