

**Hilton Parish Council**  
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**MINUTES OF THE MONTHLY HILTON PARISH COUNCIL MEETING HELD ON WEDNESDAY 28<sup>TH</sup>  
JANUARY 2015 AT HILTON VILLAGE HALL COMMENCING AT 7PM**

**Present:**

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

1 District Council Representatives and 1 Members of the Public was in attendance.

**AGENDA**

**PART 1 - NON EXEMPT INFORMATION**

**1. Minute Number 1701/15 - To Receive Apologies for absence.**

Apologies were received and accepted from Cllr Darlington, Cllr Davies and Cllr Spencer.

**2. Minute Number 1702/15 - Variation of the Order of Business.**

There were no Variations to the Order of Business.

**3. Minute Number 1703/15 - Declaration of Members Interests.**

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

***Cllr Shackleton declared a Personal Interest in item 9 – Clerks Report – item b - 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, 1499/14, 1523/14, 1540/14, 1568/14, 1585/14, 1602/14, 1618/14, 1635/14, 1693/14 – Clerks Report.***

**4. Minute Number 1704/15 - Public Speaking.**

**Minute Number 1704/15/A – Public Speaking**

There was nothing to report.

**Minute Number 1704/15/B – Police Representatives Report**

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

**Minute Number 1704/15/C – County Council Representatives Report**

Cllr Patten gave her apologies, Cllr Plenderleith read out her report as follows:

- Area Forum – She had asked her colleague from Fire and Rescue if they could attend the next Area Forum to speak about the dangers of Chinese Lanterns. She was pleased to report that this was taking place on the night of this Parish Council Meeting.
- A resident had reported a pothole on The Mease which had been forwarded to the Highways Department for attention.

- She had received a complaint from a resident in relation to a tree overhanging their property on Meadow Lane/Back Lane. SDDC had advised that there is no tree preservation order and as the road is not registered and is un-adopted there is nothing further that SDDC can do.
- She had previously reported sightings of rats and overflowing bins at Aldi. SDDC had investigated and reported back that the area was clean and tidy when they inspected it. Bait boxes are placed around the area and Aldi have a rodent contract in place. No further action is to be taken in relation to this matter.
- DCC were making final preparations to the Capital Transport Programme for 2015/2016
- DCC were looking for volunteers who are good in an emergency to join the Derbyshire Emergency Volunteer program.

#### **Minute Number 1704/15/D – District Council Representatives Report**

Cllr Bale and Cllr Pattern gave their apologies.

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

- The Local Plan went for examination in December and was examined for 6 days. There were 3 issues raised by the Inspector which were: The shortfall of housing supply of 396 houses between 3 authorities. The Inspector wants further information on the infrastructure plan and the allocation of affordable houses. The inspector also wanted SDDC to look into the 30% affordable housing across the district. It was hoped that all of the work and the Local Plan would then be completed and approved by the end of February 2015
- Planning application for a nursery on Peacroft lane had still not been decided. The file was currently with the Chief Planning Officer but the Environmental Health Officer had lodged serious concerns over the application. Cllr Plenderleith said that she would request that this application be put before the full Planning Committee for a decision to be made.
- She had been contacted by the Primary School in relation to their plan to remove the bushes between the big fencing and little fencing on Peacroft Lane. The School want to take the little fencing down and have the pavement made wider. For safety reasons. Currently the school is speaking to Chris Smith at Safer Neighbourhoods to establish if any funding is available to complete this work.
- She had received a complaint about the street lighting that is switched off by the pig farm and The Mease. She asked the Parish Council if they would support switching this lighting back on – The Parish Council agreed that they had already complained about this to DCC and would support any action taken to try and get the lights switched back on.

#### **5. Minute Number 1705/15 - To confirm the Minutes of the Non-Exempt monthly minutes of the Hilton Parish Council Meetings held on 17<sup>th</sup> December 2014.**

***Resolved: The Non-Exempt Minutes of the monthly Hilton Parish Council Meeting held on Wednesday 17<sup>th</sup> December 2014 having been circulated were approved and signed as a true record.***

#### **6. Minute Number 1706/15 - Adoption of the Policy and Protocol on the recording, photographing and filming of Hilton Parish Council Meetings, its Committee Meetings and Sub Committee Meetings.**

***Resolved: Hilton Parish Council approved and adopted the Policy and Protocol on the recording, photographing and filming of Hilton Parish Council Meetings, its Committees and Sub-Committees.***

#### **7. Minute Number 1707/15 - Chairperson's Report**

There was nothing to report.

#### **8. Minute Number 1708/15 - Committee Reports**

##### **A) Minute Number 1708/15/A - Community Services - To be discussed by full Council at their meeting**

- Community Information and Publicity.

There was nothing to report.

##### **B) Minute Number 1708/15/B - Finance - All Councillors 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 1708/15/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](http://www.hiltonparishcouncil.org.uk) and follow the correct link.

It was reported that the litterbin at bus stop by Talbot turf near the roundabout had been damaged and was in need of repair. It was also reported that the litter bin by the bus stop opposite the village clock had been damaged and was in need of a replacement.

**Resolved: The Clerk to contact SDDC and arrange for repairs/replacements to be completed.**

It was also reported that a lamppost on The Mease had been damaged.

**D) Minute Number 1708/15/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 1708/15/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.

**9. Minute Number 1709/15 - Reports from Councillors that have attended any other Meetings.**

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

It was reported that the Etwall Area Meeting & Safer Neighbourhoods meeting was being held on the night of this Parish Council Meeting.

- Toyota Liaison – **The Chair and Vice Chair**

The next meeting will be held on 23.02.2015, it was confirmed that both the Chair and Vice Chair would be in attendance.

- The Mease Management Committee – **Cllr Shackleton**

Cllr Shackleton had attended their last meeting held on 12.01.2015 at the Hilton Brook Public House, he gave his report as follows:

- The Mease Committee would like an update on the lease agreement.
- They were disappointed that the Parish Council could not pay the vat on the mower but they understood why this was not possible. They were now trying to obtain funding from the Football Foundation to obtain the equipment required to sort the problems with the pitches.

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

The last meeting was held on 21.01.2015. The Committee are in discussions on the future of the charity and the proposal to consolidate it into another charity of the same or similar.

- Hilton Dog Walking Group – **Cllr McDonald**

There was nothing to report.

- Flood Liaison – **Cllr Nield**

There was nothing to report.

- DCC – Parish and Town Liaison Forum – **To nominate a representative when required**

There was nothing to report.

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

There was nothing to report.

- EMIP updates

There was nothing to report.

#### **10. Minute Number 1710/15 - Clerk's Reports**

- a. 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, 1499/14, 1523/14, 1540/14, 1568/14, 1585/14, 1602/14, 1618/14, 1635/14, 1654/14, 1671/14, 1693/14 – Clerks Report [Parish Property and documents – Power to receive and retain – Local Government Act 1972 – s.226](#)

There was nothing to report.

- b. 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, 1499/14, 1523/14, 1540/14, 1568/14, 1585/14, 1602/14, 1618/14, 1635/14, 1654/14, 1671/14, 1693/14 – Clerks Report. – [Recreation – Power to provide a wide range of recreational facilities – Local Government \(Miscellaneous Provision\) Act 1976 –s.19](#)

The Clerk reported that this item was on the Parish Council wish list as a future project but it had not been added to the budget for 2015/2016.

**Resolved: Hilton Parish Council agreed for this item to be taken off the agenda till a later date.**

- c. Update The Mease Committee request to amend the Lease agreement and the chance to extend the lease if The Mease Committee will split the cost 50/50 – Previously reported under minute number 1523/14, 1540/14, 1568/14, 1585/14, 1602/14, 1618/14, 1635/14, 1654/14, 1671/14, 1693/14– Clerks Report . [Parish Property and documents – Power to receive and retain – Local Government Act 1972 – s.226](#)

There was nothing to report.

- d. Request to install a fingerpost on the Village Hall Site pointing to the Memorial Meadow – Previously reported under minute number 1618/14, 1635/14, 1654/14, 1671/14, 1693/14 – Clerks Report. [War Memorials – Power to maintain, repair, protect and adapt war memorials – War Memorials \(Local Authorities' Powers\) Act 1923 - s.1& Recreation – Power to provide a wide range of recreational facilities – Local Government \(Miscellaneous Provision\) Act 1976 –s.19](#)

The Clerk reported that this item was on the Parish Council wish list as a future project but it had not been added to the budget for 2015/2016.

**Resolved: Hilton Parish Council agreed for this item to be taken off the agenda till a later date.**

- e. Un-open footpath between the Greenway and Egginton Road – Previously Reported under minute number 1654/14, 1671/14, 1693/14 – Clerks Report.

The Clerk reported that this item was being dealt with by SDDC.

**Resolved: The Clerk to write a letter of support for the completion of the path to Stuart Bachelor at SDDC.**

- f. Skate Park light issues and quote

**Resolved: Hilton Parish Council agreed to the quote to move the lighting controls.**

**Resolved: The Clerk to instruct the contractor to continue with the work as soon as possible.**

#### **11. Minute Number 1711/15 - Derbyshire Association of Local Councils**

**Resolved: Hilton Parish Council noted the following information.**

- a) Circular 27/2014
  - 2014-2016 NJC Pay award frequently asked questions
  - Internal Audit
  - Congratulations to Belper! - Great British High Street Awards 2014
  - Councillor Induction Training
  - DALC Spring Seminar
  - New Mills Town Council Vacancy – RFO
  - Morton Parish Council Vacancy – Clerk/RFO
  - DALC Christmas break closure
- b) Circular 01/2015
  - INDEX OF MOST IMPORTANT ELEMENTS OF 2014 DALC CIRCULARS
- c) Circular 02/2015
  - DALC Banking Details
  - Abolition of the Public Works Loan Board
  - Local Council Award Scheme
  - DALC Spring Seminar
  - Vacancies

**12. Minute Number 1712/15 - Finance**

- a) Accounts for Payment.

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

**Items paid under section 137:**

<b>Cheque No</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
002774	Royal British Legion	Poppy Wreath	£100.00

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

**Other Items:**

<b>Cheque No</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
002775	Sterilizing Services	Water Testing	£279.00
002776	Aucuba Landscapes	Maintenance	£448.30
002777	Toyota	Van Service	£332.53
002778	Hilton Village Hall	Room Hire and Admin Support	£342.48
002779	Cromwell	Equipment	£112.85
002780	A E Morris	Lighting Repairs	£309.71
002781	Aucuba Landscapes	Maintenance	£628.30
002782	Sterilizing Services	Water Testing	£52.80
002783	Cromwell	Equipment	£104.86

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

- b) Payments by BACS for Salaries, Tax, NIC's and any staff expenses - including Chq 002784 for the Inland Revenue.

<b>Description</b>	<b>Amount</b>
Salaries, Tax NICs, Expenses	£7,477.53

**Resolved: Hilton Parish Council approved the following Direct Debits.**

**Other Expenditure – Current Account**

14.10.2014	Brobot Petroleum Ltd	Fuel	£69.85
27.10.2014	Swinton	Van Insurance	£287.26
31.10.2014	Toyota	Van Lease	£340.90
03.11.2014	Eon	Electricity	£97.00
19.11.2014	Toyota	RFL Increase	£5.00
26.11.2014	Swinton	Van Insurance	£287.26
01.12.2014	Toyota	Van Lease	£340.90
03.12.2014	Eon	Electricity	£75.00
03.12.2014	BT	Telephone	£140.48
29.12.2014	Swinton	Van Insurance	£287.26
02.01.2014	Toyota	Van Lease	£340.90
02.01.2015	Eon	Electricity	£75.00

**Resolved: Hilton Parish Council approved the following Income.**

**Other Income – Current Account**

12.11.2014	Payment Sheet 8	Auto Enrolment Training recharge	£498.26
12.12.2014	Junior Pitch hire	training	£12.00
12.12.2014	Payment Sheet 9	Auto Enrolment Training Recharge	£996.52
12.12.2014	Payment Sheet 9	Memorial Plaque and Tree	£75.00
12.12.2014	Payment Sheet 10	Astro Turf Hire	£304.00
10.12.2014	2 x Memorial Plaque and Tree		£150.00
12.12.2014	Payment Sheet 11	Astro Turf Hire	£312.00
12.12.2014	Payment Sheet 11	Football Pitch Hire	£49.00

**Other Income – Reserve Account**

27.10.2014	Bank Interest		£109.04
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c) Approval of the unaudited account from 01.04.2014 to 05.01.2015.

**Resolved: Hilton Parish Council approved the unaudited accounts from 01.04.2014 to 05.01.2015 as per the information provided by the Clerk.**

**Bank Balance as at 05.01.2015**

Current Account	27,305.45
Reserve Account	40,617.46
Cash in transit	1,223.00
	<b>69,145.91</b>
Less Unpresented Chq's	211.00
<b>TOTAL</b>	<b>68,934.91</b>

**Resolved: Hilton Parish Council approved the balance at the bank as of 05.01.2015, as per the information provided by the Clerk.**

d) Approval to add accounts information from 01.04.2014 to 05.01.2015 to the Parish Council Website and as required thereafter.

**Resolved: Hilton Parish Council approved to publish on the Parish Council website the accounts information from 01.04.2014 to 05.01.2015 as per the information provided by the Clerk.**

**Resolved: Hilton Parish Council approved to publish the budget information for 2015/2016 on the Parish Council website, as per the information provided by the Clerk.**

**13. Minute Number 1713/15 - Items for Information**

**Resolved: Hilton Parish Council noted the following information.**

- Derbyshire Asbestos Support Team – Hidden Killer
- DCC – Consultation on the D2 Combined Authority Proposal – Visit [www.derbyshire.gov.uk/CA](http://www.derbyshire.gov.uk/CA)
- Clerk and Council Direct Magazine
- The Planning Inspectorate – Application by RWE Npower for an order granting development consent for the Willington C Gas Pipeline – Notice of the decision of the Secretary of State.

**14. Minute Number 1714/15 - Items for discussion**

There was nothing to report.

**15. Minute Number 1715/15 - Planning Matters for Decision**

- a) 9/2015/0032 - 20 PEGASUS WAY HILTON DERBY DERBYSHIRE DE65 5HW - PROPOSED SINGLE STOREY EXTENSION, WITH EAVES OF 2.4 METRES AND MAXIMUM HEIGHT OF 3.42 METRES EXTENDING 4.05 METRES FROM THE REAR WALL

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

- b) 9/2015/0020 - 16 SHADY GROVE HILTON DERBY DERBYSHIRE DE65 5FX - THE RELOCATION OF THE ROADSIDE BOUNDARY FENCE

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

- c) 9/2014/1138 - 61 LAND TO THE REAR MAIN STREET HILTON DERBY DERBYSHIRE DE65 5GG - THE REMOVAL OF PORCH AND ALTERATIONS TO DOOR AND WINDOWS OF EXISTING PROPERTY, THE ALTERATION OF EXISTING VEHICULAR ACCESS AND THE ERECTION OF A TWO BEDROOMED DETACHED BUNGALOW

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

**16. Minute Number 1716/15 - Planning Matters for Information**

**Resolved: Hilton Parish Council noted the following information.**

- a) 9/2014/0800 - PARK HILL HILTON ROAD EGGINTON DERBY DERBYSHIRE DE65 6GU - CHANGE OF USE FROM OFFICES (USE CLASS B1) TO A SCHOOL (USE CLASS D1 - NON-RESIDENTIAL INSTITUTION) AND THE ERECTION OF A FENCE TO SOUTHERN (ROADSIDE) BOUNDARY OFF HILTON ROAD AT – **HAS BEEN GRANTED**
- b) 9/2014/0749 - HILTON HOUSE HOTEL MILL LANE HILTON DERBY DERBYSHIRE DE65 5GP - NEW BEAUTY SALON WITH GARDEN AND PATIO AREA – **HAS BEEN GRANTED**
- c) 9/2014/1073 - 1 NORMANDY ROAD HILTON DERBY DERBYSHIRE DE65 5GW - EXTENSIONS AND ALTERATIONS (AMENDED SCHEME TO THAT PREVIOUSLY APPROVED REF 9/2014/0299) – **HAS BEEN GRANTED**

**17. Minute Number 1717/15 - Date of the next meeting**

**Resolved: The date of the next Hilton Parish Council Meeting was confirmed as 25<sup>th</sup> February 2015 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 1718/15 – Exempt Information.**

All items in Exempt Information are covered under the Local Government Act 1972, schedule 12A – This legislation covers Engagement, terms of service, conduct and dismissal of employees, terms of tender and quotes, proposals and counter proposals in negotiation of contracts, preparation of cases in legal proceedings and the early stages of any dispute.

- a) Proposed PC Garage and Office extension update including tenders – Previously reported under minute number 1439/13, 1455/13, 1472/13, 1489/14, 1507/14, 1531/14, 1548/14, 1576/14, 1593/14, 1609/14, 1626/14, 1644/14, 1662/14, 1684/14, 1700/14 – Exempt Information

**Resolved: The Clerk to write to Making Plans in relation to their disappointment in relation to the information provided.**

b) Staff Appraisals

***Resolved: The Clerk to complete staff appraisals for approval at the February 2015 Parish Council Meeting.***

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