

**Hilton Parish Council**  
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**MINUTES OF THE MONTHLY HILTON PARISH COUNCIL MEETING HELD ON WEDNESDAY 25<sup>TH</sup>  
MARCH 2015 AT HILTON VILLAGE HALL COMMENCING AT 7PM**

**Present:**

Cllr Cooper (in the Chair)  
Cllr Smith, Cllr Nield, Cllr Davies, Cllr Spencer and Cllr Shackleton.

1 County Council Representative, 2 District Council Representatives and 1 Member of the Public was in attendance.

**AGENDA**

**PART 1 - NON EXEMPT INFORMATION**

**1. Minute Number 1736/15 - To Receive Apologies for absence.**

Apologies were received and accepted from Cllr McDonald and Cllr Darlington.

**2. Minute Number 1737/15 - Variation of the Order of Business.**

There were no Variations to the Order of Business.

**3. Minute Number 1738/15 - Declaration of Members Interests.**

***Resolved: Cllr Cooper, Cllr Smith, Cllr Nield, Cllr Shackleton and Cllr Davies declared a Personal Interest in any items on the agenda pertaining to the Hilton Village Hall. Cllr Darlington did not declare a Personal Interest as she is no longer a Director for Hilton Village Hall.***

**4. Minute Number 1739/15 - Public Speaking.**

**Minute Number 1739/15/A – Public Speaking**

There was nothing to report.

**Minute Number 1739/15/B – Police Representatives Report**

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

**Minute Number 1739/15/C – District Council Representatives Report**

Cllr Plenderleith gave her report as follows:

- She reported that sadly Cllr Mick Bale passed away on 7<sup>th</sup> March 2015. Cllr Mick Bale had been a District Councillor for over 28 years. His funeral was held on Saturday with over 200 family and friends in attendance to pay tribute to him.

**Minute Number 1739/15/D – County Council Representatives Report**

Cllr Patten gave her report as follows:

- Emergency access issues on Mill Lane. She will liaise with her colleague at fire re possible leaflet drop with police.

- She has given a £400 cheque to Clare Allen at Hilton Mums and Tots play group. They meet every Monday afternoon in term time 1-3pm at Hilton Village Hall.
  - She had received complaints regarding issues of burning materials on site at St Modwen on the industrial site. She had spoken to her contact at St Modwen who will liaise with the site to mitigate impact.
  - There were ongoing issues with a builder on Main St. This has been reported to the police for action.
  - She had received a report of an overgrown garden in Lucas Lane. SDDC will contact to ask that maintenance be carried out, but this will be a courtesy call as it is not enforceable.
  - She had received an email re issues on Mil Lane re emergency vehicle access.
5. **Minute Number 1740/15 - To confirm the Minutes of the Non-Exempt monthly minutes of the Hilton Parish Council Meetings held on 25<sup>th</sup> February 2015.**

***Resolved: The Non-Exempt Minutes of the monthly Hilton Parish Council Meeting held on Wednesday 25<sup>th</sup> February 2015 having been circulated were approved and signed as a true record.***

6. **Minute Number 1741/15 - Chairperson's Report**

The Chair gave his report as follows:

- He gave his condolences to the family and friends of Cllr Mick Bale who sadly passed away on 7<sup>th</sup> March 2015. He said that Cllr Mick Bale would be sadly missed.

7. **Minute Number 1742/15 - Committee Reports**

A) **Minute Number 1742/15/A - Community Services - To be discussed by full Council at their meeting**

- Community Information and Publicity.
  - Hiring space on Public notice board at Hilton Village Hall to advertise items for the PC

***Resolved: Hilton Parish Council agreed to hire space on the new Village Hall Community Notice Board at £1.00 per fortnight per A4 page. To be invoiced by Hilton Village Hall in the normal manner as part of their monthly invoice process.***

B) **Minute Number 1742/15/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 1742/15/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.

D) **Minute number 1742/15/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 1742/15/E - Recreation and Leisure – To be discussed by full Council at their meeting**

- Provision and maintenance of sport and leisure facilities
- Children play equipment
  - a) **A resident has £1,500.00 to purchase a piece of play equipment in memory of their granddaughter. Update of meeting with Zoe Sewter and approval of the plan by the Parish Council – previously reported under minute number 1725/15/E –n Recreation and Leisure**

The clerk reported that she had met with Zoe Sewter from SDDC on 18<sup>th</sup> March 2015, it was proposed that the yellow tea cup be removed at the Village Hall site and replaced with another piece of equipment.

**Resolved: Hilton Parish Council agreed for the tea cup to be removed to be replaced with something more suitable.**

**Resolved: In principal Hilton Parish Council agreed to split the cost 50/50 with SDDC for any costs over and above the original £1,500.00.**

**Resolved: Hilton Parish Council agreed that once the new play equipment was installed a plaque in memory of the little girl should also be installed.**

- Parish Council owned Parks and Landscaping

**8. Minute Number 1743/15 - 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**

There was nothing to report.

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

The next Mease Management Committee Meeting to be held on 13.04.2015. However this date may be changed in the near future.

- Marston on Dove Relief in Need Charity – **To nominate a representative when required along with the Clerk to Hilton Parish Council**

There was nothing to report.

- 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.

**9. Minute Number 1744/15 - 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, 1710/151727/15– Clerks Report [Parish Property and documents – Power to receive and retain – Local Government Act 1972 – s.226](#)

There was nothing to report.

- b. 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, 1710/15, 1727/15–  
Clerks Report . [Parish Property and documents – Power to receive and retain – Local Government Act 1972 – s.226](#)

There was nothing to report.

- c. Consultation on the South Derbyshire Secondary Education Strategy – **All responses to be submitted by 5pm on 03.04.2015**

**Resolved: Hilton Parish Council had no Objections to the above consultation but would support Findern or Stenson Fields.**

**10. Minute Number 1745/15 - Derbyshire Association of Local Councils**

There was nothing to report.

**11. Minute Number 1746/15 - Finance**

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

- a) Accounts for Payment.

CHEQUE NO	PAYEE	DESCRIPTION	AMOUNT	POWER
002793	Blair Gratton	Professional Fees	2,372.00	Local Gov Act 1972, s 133 & Local Gov (misc provision) Act 1976, s19
0027894	Hilton Village Hall	Room Hire and Admin Support	269.09	
002795	Information Commissioner	Subscription	35.00	
002796	Sterilizing Services	Water Testing	81.00	Public Health Act
002797	DALC	Subscription	986.35	
002798	Cromwell	Equipment	191.67	
002799	Aucuba Landscapes	Maintenance	628.30	Open Space Act 1906, ss 9& 10 & Local Gov (misc provision) Act 1976, s 19
002800	Hilton Dog Walkers Group	Parish Grant	200.00	Section 137
002801	Cancer Research Uk	Parish Grant	175.00	Section 137
002802	Hilton Party on the Park	Parish Grant	840.00	Section 137
002803	Hilton Bowls Club	Parish Grant	617.36	Section 137
002804	HATS	Parish Grant	504.00	Section 137
002805	Hilton Village Hall	Parish Grant	655.19	Section 137
002806 to 002812	Various	Parish Allowance	2,080.00	
002814	Hilton Village Hall	106 Contribution	2,922.56	Section 106 contribution from SDDC re planning application 9/2007/1175 relating to land at Hilton Mill, Hilton

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

- b) Payments by BACS for Salaries, Tax, NIC's and any staff expenses - including Chq 002813 for the Inland Revenue and Chq 002815 Staff expenses.

Description	Amount
Salaries, Tax NICs, Expenses	£7,937.52

**12. Minute Number 1747/15 - Items for Information**

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

- a) Connect A50 LTD = Report on project road performance  
 b) Derbyshire Eco Centre – The history and mystery of public rights of way

**13. Minute Number 1748/15 - Items for discussion**

There was nothing to report.

**14. Minute Number 1749/15 - Planning Matters for Decision**

- a) 9/2015/0191 - 32 FIELD CLOSE HILTON DERBY DERBYSHIRE DE65 5GL - PROPOSED SINGLE STOREY REAR EXTENSION, WITH EAVES OF 2.68 METRES AND MAXIMUM HEIGHT OF 3.3 METRES EXTENDING 5.97 METRES FROM THE REAR WALL

**Resolved: Hilton Parish Council had concerns about the distance of the property to the rear boundary line as this would not leave the property with much garden.**

- b) 9/2015/0171 - 143 FOSS ROAD HILTON DERBY DERBYSHIRE DE65 5BJ - ERECTION OF AN EXTENSION

**Resolved: Hilton Parish Council was concerned that the extension would take away the parking spaces at the property leaving the residents to park on the roadway. Hilton Parish Council did not feel that this was appropriate and objected on these grounds.**

- c) 9/2015/0156 - 57 SHERBOURNE DRIVE HILTON DERBY DERBYSHIRE DE65 5NJ - PROPOSED SINGLE STOREY REAR EXTENSION, WITH EAVES OF 2.8 METRES AND MAXIMUM HEIGHT OF 4 METRES EXTENDING 3.6 METRES FROM THE REAR WALL

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

- d) 9/2015/0114 - HILTON INDUSTRIAL ESTATE SUTTON LANE HILTON DERBY DERBYSHIRE DE65 5FE - THE REPLACEMENT OF THE EXISTING 17.4 METRE HIGH MONOPOLE WITH A NEW 17.7 METRE HIGH MONOPOLE SUPPORTING 6 NO. ANTENNAS AND DEVELOPMENT WORKS ANCILLARY THERETO, LAND

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

**15. Minute Number 1750/15 - Planning Matters for Information**

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

- a) 9/2015/0020 - 16 SHADY GROVE HILTON DERBY DERBYSHIRE DE65 5FX - THE RELOCATION OF THE ROADSIDE BOUNDARY FENCE – **HAS BEEN GRANTED**  
 b) 9/2015/0072 - 57 SHERBOURNE DRIVE HILTON DERBY DERBYSHIRE DE65 5NJ - PROPOSED SINGLE STOREY REAR EXTENSION TO REPLACE EXISTING CONSERVATORY, WITH EAVES OF 2.8 METRES AND MAXIMUM HEIGHT OF 4 METRES EXTENDING 3.6 METRES FROM THE REAR WALL – **NO DECISION NOTICE ON SDDC WEBSITE**  
 c) 9/2015/0104 - 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 – **PRIOR APPROVAL NOT REQUIRED**

**16. Minute Number 1751/15 - Date of the next meeting**

**Resolved: The date of the next Hilton Parish Council Meeting was confirmed as 29<sup>th</sup> April 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 1752/15 – 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, 1718/15, 1735/15 – Exempt Information

The Clerk reported that she had met with the Architect and confirmed that the tenders would be going out by 27<sup>th</sup> March 2015.

- b) Staff Appraisals – Previously reported under minute number 1718/15, 1735/15 – Exempt Information.

The Clerk explained that both her and the Chair had been extremely busy and had not yet completed the Appraisals. Resolved: The Appraisals to be completed by the April 2015 Parish Council Meeting.

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