

Hilton Parish Council
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**MINUTES OF THE MONTHLY HILTON PARISH COUNCIL MEETING HELD ON
WEDNESDAY 27TH APRIL 2016 AT HILTON VILLAGE HALL COMMENCING AT
7PM**

Present:

Cllr Smith (in the Chair)
Cllr Darlington, Cllr Hudson and Cllr Shackleton

2 District Council Representative, and 2 members of the Public were in attendance.

AGENDA

1. Minute Number 1713/16 - To Receive Apologies for absence.

Resolved: Apologies for absence were received and accepted as follows:

- ***Cllr Cooper sent her apologies due to Annual Leave.***

2. Minute Number 1714/16 - Resignation of two Hilton Parish Councillors

The Clerk reported that Cllr McDonald and Cllr Nield had resigned as Hilton Parish Councillor's to concentrate on the Don Amott Memorial Hall as Directors. The Clerk thanked them for their support over the past years and wished them well in their new venture. All Councillors in attendance agreed with the Clerks statement.

3. Minute Number 1715/16 - Variation of the Order of Business.

There were no Variations to the Order of Business.

4. Minute Number 1716/16 - Declaration of Members Interests.

There were no Declaration of Members Interests.

5. Minute Number 1717/16 - Public Speaking.

Minute Number 1717/16/A – Public Speaking

Members of the Public raised the following matters:

- Mrs Cynthia Warren was interested in item 9. Clerks Report, items e), f) and g). She explained that she was interested in this information on behalf of the History Group.
- She wished to know where the Village Hall Archives would be going. Would they be stored at the DCC Archives? or would they be offered to the History Group?
- What was the Parish Council doing about the renaming of the Main Street /Mill Lane Play Area
- The date that Hilton Parish Council was established.

The Chair explained that Cllr Darlington had done a lot of work going through the Parish Council Archives to establish all the relevant information in relation to the above matters, which would be discussed in more detail later in the meeting. She explained that the majority of Parish Council information was a Public Record.

Minute Number 1717/16/B – Police Representatives Report

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

Minute Number 1717/16/C – District Council Representatives Report

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

- The Hilton Road Safety Group met this month. They were currently working towards Road Safety Week in May 2016. She reported that the survey that the group had completed was in line with the national statistics for walking to school. The next Hilton Road Safety Group Meeting will be held on 09.05.2016 at the School. She reported that although the meetings are held at the School, the group is community lead. At their next meeting they will be looking at what improvements to road safety can be made around the school.
- The Chair agreed that lots of people walked to school and asked that at the next meeting that Cllr Plenderleith raise, (in the interest of safety) that, for people reversing off their drives, it was difficult for the driver to see very small children, when they were walking or running along the pavement across the bottom of their drives ahead of their parents.
- Cllr Plenderleith said that the group would be working with the children to find a safe crossing place on Peacroft Lane. Where they currently try to cross can be dangerous.

Cllr Billings was present at the meeting and gave his report as follows:

- SDDC had received an application from Aldi to vary their conditions in relation to extending their opening hours. He explained that from Monday to Saturday in the original conditions the opening hours were 8am to 9pm and 10am to 5pm on a Sunday and Bank Holidays. A Councillor commented that this was more than the Sunday Trading Hours. Cllr Billings replied that he may have got these hours incorrect and apologised if he had. Cllr Plenderleith replied that originally they wanted the opening time as 7am but Planning said no to this, due to it being a

residential area. Cllr Billings said that they are now requesting Monday to Saturday 8am to 10pm and 10am to 5pm on a Sunday taking out the bank holidays. The Consultation date for the application was 21.04.2016 to 16.05.2016. Complaints were already being received in relation to noise, the impact of extra traffic and the impact of unsocial deliveries. The Chair asked Cllr Billings to convey to the people that had contacted him that the Parish Council would be requesting an extension of time to comment on the application, so that it could be discussed at the next Hilton Parish Council Meeting to be held on 25.05.2016. Concerned residents could then come along to the next Parish Council meeting and voice their concerns in the Public Speaking section of the meeting, so that their comments could be added to the Parish Council's comments on the application.– **The Clerk agreed to try and obtain an extension of time from SDDC to allow the Parish Council time to comment after their next meeting.**

Minute Number 1717/16/D – County Council Representatives Report

Cllr Billings gave apologies for Cllr Patten, there was nothing to report.

5. Minute Number 1718/16 - To confirm the monthly minutes of the Hilton Parish Council Meeting held on 30th March 2016.

Resolved: Hilton Parish Council approved that the Minutes of the monthly Hilton Parish Council Meeting held on Wednesday 30th March 2016, having been circulated were approved and signed as a true record.

6. Minute Number 1719/16 - Chairperson's Report

There was nothing to report.

7. Minute Number 1720/16 - Committee Reports

A) Minute Number 1720/16/A - Community Services - To be discussed by full Council at their meeting

- Community Information and Publicity.

The Clerk reported that the new Parish Council notice board had been installed outside the Parish Council Office.

B) Minute Number 1720/16/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

1) Section 1 – Annual Return - Annual Governance Statement 2015/2016 for approval

The Clerk gave her report as follows:

Section 1 - The Annual Governance Statement sets out Hilton Parish Councils responsibility for ensuring that there is a sound system of Internal Control, including the preparation of the accounting statement.

Therefore Hilton Parish Council Members are asked to confirm that the Annual Governance Statement for 2015/2016 fairly reflects the corporate governance arrangements in place for Hilton Parish Council in relation to this matter.

Hilton Parish Council Members are asked to confirm that, to the best of their knowledge, the Council's corporate governance arrangements as set out in Section 1 of the Annual Governance Statement 2015/2016 were correct as follows:

- Box 1 – Hilton Parish Council have put in place by way of approved Financial Regulations and an Internal Control Policy, arrangements for effective financial management during the year and have prepared its accounting statement in accordance with the Accounts and Audit Regulations.

Resolved: Hilton Parish Council agreed with box 1.

- Box 2 – Hilton Parish Council have maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness and made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.

Resolved: Hilton Parish Council agreed with box 2.

- Box 3 – Hilton Parish Council have taken all reasonable steps to assure themselves that there are no matters of actual or potential non-compliance with laws, regulations or proper practices that could have a significant financial effect on the ability of Hilton Parish Council to conduct its business or on its finances. Hilton Parish Council has only done what it has the legal power to do and has complied with proper practices in doing so.

Resolved: Hilton Parish Council agreed with box 3.

- Box 4 – Hilton Parish Council provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations. Hilton Parish Council gave all persons interested, the opportunity to inspect and ask questions about Hilton Parish Council's accounts.

Resolved: Hilton Parish Council agreed with box 4.

- Box 5 – Hilton Parish Council carried out an assessment of the risks facing them and took appropriate steps to manage those risks, including the introduction of internal controls and external insurance cover where required. Hilton Parish

Council considered the financial and other risks it faces and had dealt with them properly.

Resolved: Hilton Parish Council agreed with box 5.

- Box 6 – Hilton Parish Council maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems. Hilton Parish Council arranged for an internal competent Auditor, independent of the financial controls and procedures, to give an objective view on whether internal controls met the needs of Hilton Parish Council.

Resolved: Hilton Parish Council agreed with box 6.

Under the Accounts and Audit Regulations 2015, The Hilton Parish Council Clerk/RFO and Proper Officer is obliged to carry out a review of the effectiveness of its internal controls and Financial Regulations and to report the matter to the Council.

There is also a requirement to conduct a review of the effectiveness of Hilton Parish Council's system of Internal Audit and formally report accordingly.

The Financial Regulations under which Hilton Parish Council's internal controls operate, which were approved and adopted at the Hilton Parish Council Meeting held on 20.05.2015 minute number 1545/15, are required to be reviewed by the Clerk/RFO at least annually. As the Clerk/RFO/Proper Officer and advisor to Hilton Parish Council on its financial issues, I recommend that no changes are required at this time:-

Resolved: Hilton Parish Council accepted and agreed with the Clerks report that no changes were required at this time.

In relation to the effectiveness of the system of internal audit. Hilton Parish Council has appointed a qualified Auditor to act as its independent internal auditor. The role of the internal auditor is to assist Hilton Parish Council in fulfilling its responsibility for the prevention and detection of fraud, corruption, errors and mistakes. It is for Hilton Parish Council to determine the level of internal audit required based on the internal controls in place which were approved and adopted at the Hilton Parish Council Meeting held on 20.05.2015 minute number 1545/15. Currently the internal auditor undertakes an internal audit after the end of the financial year. Amongst other things he reviews the internal controls and ensures that Hilton Parish Council has complied with its own Financial Regulations. As Clerk/ RFO and Proper Officer I provide quarterly bank reconciliation to the Internal Auditor together with copies of bank statements. All payments are approved by Hilton Parish Council and all invoices are available for inspection by the Council at their meetings. Cheques are signed by 2 members of the Parish Council and countersigned by the Clerk/RFO. The internal auditor produces a written report for the Council after the internal audit and highlights any deficiencies in the internal controls, or provides a clean bill of health.

As your Clerk/RFO and Proper Officer I am happy with these arrangements and would not wish to change them as it provides both Hilton Parish Council and myself with an

element of security. I am therefore satisfied with the effectiveness of Hilton Parish Council's system of Internal Audit.

The Council considered the report by the Clerk/RFO regarding the obligations of the Council relating to the Financial Regulations and the effectiveness of the Internal Audit.

Resolved: That the comments of the Clerk/RFO and Proper Officer are noted and the Council, having reviewed the effectiveness of the system of Internal Audit, approved the current arrangements.

- Box 7 – Hilton Parish Council took appropriate actions on all matters raised in reports from the internal and external audit and responded to any matters brought to its attention by the internal and external audit.

Resolved: Hilton Parish Council agreed with box 7.

- Box 8 – Hilton Parish Council have considered any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, which may have a financial impact on Hilton Parish Council, and, where appropriate have included them in the accounting statement. Hilton Parish Council have disclosed everything it should have about its business activity during the year including events taking place after the year-end if relevant.

Resolved: Hilton Parish Council agreed with box 8.

- Box 9 – Hilton Parish Council is no longer the Sole Managing Trustee of Hilton Village Hall so there are no longer any responsibilities to meet.

Resolved: Hilton Parish Council agreed with box 9.

2) Asset Register 2015/2016 for approval

Resolved: Hilton Parish Council approved the Land and Building register 2015/2016.

3) Land and Building Register 2015/2016 for approval

Resolved: Hilton Parish Council approved the Land and Building register 2015/2016.

4) Councillor Responsibility information 2015/2016 for approval

Resolved: Hilton Parish Council approved the Councillor Responsibility information 2015/2016.

5) Unaudited Year End Accounts for approval from 01.04.2015 to 31.03.2016

Resolved: Hilton Parish Council approved the unaudited year end accounts from 01.04.2015 to 31.03.2016 including the end balances as follows:

Current Account	11,906.25
Reserve Account	21,543.94
Less unrepresented chq's	(7,380.91)

Plus unrepresented receipts 439.00
TOTAL 26,508.28

6) Section 2 – Annual Return – Accounting Statement 2015/2016

Resolved: Hilton Parish Council approved the Annual Return – Accounting Statement 2015/2016.

7) Written confirmation that the 2015 certified Annual Return was made available to electors

Resolved: Hilton Parish Council approved the written confirmation letter for the External Auditor, that the 2015 certified Annual Return was made available to electors.

8) Approval of the Internal Auditors Report and any recommendations

Resolved: Hilton Parish Council approved the Internal Auditors Report and accepted that there were no recommendations or concerns to be considered.

9) Approval to add the accounts information to the Parish Council website as per the Transparency Code.

Resolved: Hilton Parish Council agreed for the accounts information to be added to the Parish Council Website in due course.

C) Minute Number 1720/16/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
- Groundsman/Lengthsman's Report

Cllr Shackleton reported that the dog waste bin at the end of Meadow Lane/Humber Street had been overflowing for the last couple of weeks.

The Clerk replied that the bins were emptied on a Tuesday and Friday but it may be a new gang that have missed it.

Resolved: The Clerk agreed to chase this up with SDDC.

D) Minute Number 1720/16/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 x
- Street Lighting
- Public Transport Provision

There was nothing to report.

E) Minute Number 1720/16/E - Recreation and Leisure – To be discussed by full Council at their meeting

- Provision and maintenance of sport and leisure facilities, Parish Council Office and Garages

The Clerk reported that the staff had installed a bench on the Memorial Meadow and the feedback to date had been fantastic.

Both the Chair and Cllr Darlington replied that the staff had completed a great job and it looked beautiful.

The Clerk also reported that bark had been put down by the staff in the Nature Area at the bottom of the Back Lane Football Pitches.

Resolved: Hilton Parish Council agreed that the Clerk should thank the staff for their hard work and for completing a great job.

- Children play equipment

The Clerk reported that new fixings had been attached to the basket swing and these seemed to be doing the job. SDDC had been out to repair the basket swing 3 times in one week.

- Parish Council owned Parks and Landscaping

8. Minute Number 1721/16 - Reports from Councillors that have attended any other Meetings.

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

The Clerk had emailed the weekly crime figures to the Hilton Parish councillor's for information.

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

There was nothing to report.

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

Cllr Shackleton reported that the last meeting had been cancelled.

- 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

It was reported that Jayne McDonald would email the Clerk if there was anything to report in the future.

- Flood Liaison

The Clerk reported that she had emailed all the Councillors the minutes and information from the meeting at the SDDC Offices with Severn Trent.

- 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 – **To nominate a representative when required**

There was nothing to report.

- Party on the Park

- a. Minutes of the meeting held on 11.04.2016 and a plan for the Fun Run Road closure for information**

The Clerk reported that as per the Party on the Park minutes she was unaware of anything that they were awaiting from Hilton Parish Council.

The Clerk reported that she had not yet received the site plan of where everything would be for Party on the Park, which had been agreed in principal, providing a plan was received and approved by the Parish Council.

Resolved: The Clerk to chase Party on the Park for the site plan to be approved by Hilton Parish Council prior to the event.

9. Minute number 1722/16 - Clerk's Reports

- a. 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, 1744/15, 1761/15, 1573/15, 1624/15, 1640/15,1643/15, 1659/15, 1677/16, 1718/16– Clerks Report. [Parish Property and documents – Power to receive and retain – Local Government Act 1972 – s.226](#)

There was nothing to report.

- b. Object License update – Roma's Garden re the Christmas Tree Fixing – Previously reported under minute number 1718/16

There was nothing to report

- c. Amendments to the bank mandate – Adding of signatories and removal of signatories

Resolved: Hilton Parish Council agreed that Cllr Smith and Cllr Darlington should be added to the Bank Mandate as soon as possible.

Resolved: Hilton Parish Council agreed that Chris Nield should be taken off the Bank Mandate at the same time as she was no longer a Hilton Parish Councillor.

d. Community Emergency Plan

The Clerk recommended that a working party of Councillor should be formed to take this matter forward.

Resolved: Cllr Hudson agreed to look at the information and pull a group together to take this matter forward.

Resolved: Cllr Hudson agreed to bring any decisions that were required back to a full Parish Council Meeting in due course.

e. Parish Council Archives relating to Hilton Village Hall

Cllr Darlington gave her report as follows:

- Whilst looking through the Parish Council minutes books, the Village Hall is mentioned.
- The Hilton Village Hall Directors are trying to look back at their history and were trying to produce a time line. Chris Nield a Director for the Village Hall had asked if the Parish Council could provide any information relating to Hilton Village Hall from the old minute books.
- Cllr Darlington had transcribed the information from the minute books in relation to the Village Hall and asked if this could be handed over to the Village Hall Directors.
- She reported that all Hilton Parish Council information up to 1977 was in the Archives at DCC, information past 1977 is in the archives at the office.

Resolved: Hilton Parish Council agreed that Cllr Darlington could hand her transcribed notes from the old Parish Council minutes over to the Village Hall Directors.

f. The renaming of the Main Street/Mill Lane Playing Field including new signage

Cllr Darlington gave her report as follows:

- It would be nice to rename the area as The Green as referred to in the Parish Council minutes.
- The land was gifted to the Parish Council by Mr Spurrier according to the 1938 Parish Council minutes.
- Mr Spurrier gifted the land on condition that the Parish Council levelled the land, built a retaining bank and seeded the area to become a Children's recreation area. These were just some of the conditions required.
- The Parish Council had to take out loans to complete the work as per the conditions.
- The land was finally handed over to Hilton Parish Council in 1950.

Resolved: Hilton Parish Council agreed to suspend Standing Orders to allow Mrs Cynthia Warren a member of the public to speak.

She explained that the area was referred to as Popplar Croft as it belonged at that time to the Popplars and was owned by the Duke of Devonshire.

The big 3 storey house at the side of the Playing Field was the first house in the village to have electricity.

Mr Spurrier then brought the land from the Duke of Devonshire and then gave the field to the people of the village. The 4 houses at the back of the field were built by Mr Spurrier for his workers.

Cllr Darlington explained that in the Hilton Parish Council minute book of 1914 the area was referred to as The Green. At this time the land belonged to the Harrison Charity and was bought by the Duke of Devonshire in 1914. Mr Spurrier brought the land in 1920

Cllr Plenderleith said that the Parish Council would need to look into Village Greens and if the Parish Council could do this in the first instance.

Resolved: Hilton Parish Council agreed to reinstate Standing Orders.

Cllr Darlington reported that the Parish Council were looking into the registration process for a Village Green. She suggested that once this is sorted out, a simple sign on the gate saying The Village Green would be nice. The Chair replied that she like the idea of a sign but perhaps with the history of the site. However this would need to be **added to the precept for 2017/2018.**

Resolved: Hilton Parish council agreed to defer a decision until a later date.

- g. The date that Hilton Parish Council was first established

Cllr Darlington gave her report as follows:

Under the Local Government Act March 1894, it allowed for Parish Councils and Local Government to be established. Hilton Parish Council was then established on 8th December 1894 and it held its first meeting on 13th December 1894. The 125th Anniversary of Hilton Parish Council will be 13th December 2019. DCC Archives have agreed that for the Anniversary, Hilton Parish Council can borrow the original minute book for display. The Councillors at that time were mainly local farmers.

- h. Condition of the road on Mill Lane and the response from DCC

The Clerk reported that she had been receiving complaints from residents on Mill Lane/Back Lane in relation to the state of the road, she had reported this to DCC and had received the following response.

Extract of email:

The Highway Inspector has reported that potholes have been reinstated recently. The intervention level is 40mm deep so there is some deterioration to the surface course in places which he is aware of, but unfortunately, due to budget cut backs there is only a very small budget available to carry out patching works on minor roads. A job has been submitted for a small patch on Mill Lane which was promised over 12 months. Due to the cut backs all the Inspector can do at present is try and keep the road safe by submitting the potholes which meet the intervention level for repair when quarterly inspections are carried out. If further budget should become available in the future this may change. I am sorry I cannot respond more positively to your enquiry.

The Clerk reported that she had sent the email on to Cllr Patten the County Council Ward Member for Hilton as she would be taking this matter up with her senior colleague for a further response.

The Clerk reported that despite the above, DCC contractors had been repairing the road in that area on the day prior to the Parish Council Meeting.

- i. Hilton Scouts and Guide Group have offered Hilton Parish Council £1,000.00 towards the refurbishment of the Parish Council car park

The Clerk reported that the Planning Department at SDDC had been contacted and planning permission was not required. The Architect was now looking at drawing up plans and sorting out the tender process.

- j. Civic Council Meeting – 26.05.2016 at the Swadlincote Town Hall commencing at 5.45pm to witness the inauguration of the new Chairperson

Resolved: The Clerk to send apologies for Hilton Parish Council.

10. Minute Number 1723/16 - Derbyshire Association of Local Councils

Resolved: Hilton Parish Council noted the following information:

- a) Circular 06/2016
 - Governance and Accountability for Smaller Authorities in England
 - Section 137 Expenditure Limit 2016/17
 - Local Council Audits 2015/16
 - New External Audit Regime for Smaller Authorities (from 1 April 2017)
 - National Living Wage
 - DALC Spring Seminar
 - An Introduction to Neighbourhood Planning
 - Vacancy

- b) Circular 07/2016

DALC is running several training courses/seminars over the next few months:
Finance for Councillors

Neighbourhood Planning
 Health and Safety
 Tree and Woodland Management
 Mediation
 Chair Skills
 Grave Matters – Managing Cemeteries and Closed Churchyards
 Code of Conduct
 The Dark Arts of Minutes and Procedures

11. Minute Number 1724/16 - Finance

Resolved: Hilton Parish Council approved the following payments:

a) Accounts for Payment.

CHEQUE NO	PAYEE	DESCRIPTION	AMOUNT	POWER
002972	Hilton Village Hall	Room Hire and electricity sub meter charge	122.63	
002974	Cromwell	PPE uniform new starters and PPE for Groundsman Training	478.83	
002975	Masseys & Son Ltd	2 stroke oil and strimming helmet	44.99	
002976	Aucuba Landscapes Ltd	Spiking & rolling of Pitches, Maintenance of Roma's Garden and Main Street Play Area March 2016	489.54	
002977	SDDC	Contribution towards the installation of the roundabout at the VH Site and the repairs	571.70	
002978	Sterilizing Services	Water Testing at the Back Lane Pavilion and Office	68.39	

002979	Fairview Arborists	Reduction of a holly tree on the Back Lane Football Pitch and removal of deadly night shade	250.00	
002980	Cromwell	PPE and Jeyes Fluid	109.16	
002981	Helping Hands	Litter Rings	33.00	
002982	Aucuba Landscapes	VH Site Maintenance	458.21	
002984	I Fraser	Internal Audit 2015/2016	175.00	
002985	Hilton Village Hall	Room Hire	28.99	
Card Payment	Wickes	Wood to edge the bench, saw and landscape fabric	27.98	
Card Payment	Wickes	Wood for blinds and Gorilla Glue	23.05	

Resolved: Hilton Parish Council approved the following payments:

- b) Payments by BACS for Parish Allowances, Salaries, Tax, NIC's and any staff expenses - including Chq 002983 for the Inland Revenue.**

Description	Amount
Salaries, Tax NICs, Expenses	£8,362.10

Resolved: Hilton Parish Council approved the following other payments:

Other Expenditure:

REF	DATE	DETAILS	DESCRIPTION	SUPPLIER	NET	VAT	TOTAL
247	04/01/2016	DD	Electricity	EON	65.83	13.17	79.00
248	04/01/2016	DD	Electricity	EON	45.83	9.17	55.00
300	08/01/2016	CARD	Van Service	Toyota	440.00	88.00	528.00
301	11/01/2016/	CARD	Fencing	Grangewood Fencing	302.89	60.59	363.48
302	26/01/2016	DD	Van Insurance	Swinton	226.83	0.00	226.83
303	01/02/2016	DD	Van Lease	Toyota	284.08	56.82	340.90

			Agreement				
304	01/02/2016	DD	Electricity	EON	65.83	13.17	79.00
305	01/02/2016	DD	Electricity	Eon	45.83	9.17	55.00
320	08/02/2016	TF	Water Testing	Sterilizing Services	781.00	156.20	937.20
321	15/02/2016	DD	Fuel for the Van	Brobot Petroleum	25.00	5.00	30.00
322	26/02/2016	CARD	Notice Board	The Church Notice Board Company	714.98	143.00	857.98
323	22/02/2016	DD	Van Insurance	Swinton	226.74	0.00	226.74
324	29/02/2016	DD	Van Lease Agreement	Toyota	284.08	56.82	340.90
325	01/03/2016	DD	Electricity	EON	45.83	9.17	55.00
326	01/03/2016	DD	Electricity	EON	65.83	13.17	79.00
327	04/03/2016	DD	Telephone	British Telecommunications	166.38	33.28	199.66
328	29/03/2016	DD	Van Insurance	Swinton	226.74	0.00	226.74
329	31/03/2016	DD	Van Lease Agreement	Toyota	284.08	56.82	340.90

Resolved: Hilton Parish Council approved the following other income:

Other Income:

REF	CODE	DATE	RECEIPT	DESCRIPTION	CUSTOMER	TOTAL
76	General Admin	25/01/2016	M025	Councillor Training 18.11.2015	Findern Parish Council	100.00
77	PC Small Grant Scheme	25/01/2016	M026	Parish Council Grant	Dove Valley Community Group	500.00
78	Astro Turf Hire	25/01/2016	045	Astro Turf Hire	Willington FC	52.00
79	Football Pitch Hire	14/01/2016	043	Football Pitch Hire	Hilton Athletics	23.00
80	Astro Turf Hire	14/01/2016	044	Astro Turf Hire	Name Removed	78.00
81	Astro Turf Hire	02/02/2016	047	Astro Turf Hire	Willington FC	78.00
82	Astro Turf Hire	25/01/2016	046	Astro Turf Hire	Name Removed	52.00

83	Astro Turf Hire	12/01/2016	048	Astro Turf Hire	Little Stars	110.00
84	Football Turf Hire	01/02/2016	049	Football Pitch Hire	Hilton Old Talbot	133.40
85	Football Turf Hire	01/02/2016	050	Football Pitch Hire	AFC Hilton	36.00
86	Football Turf Hire	23/02/2016	051	Football Pitch Hire	Name Removed	23.00
87	Astro Turf Hire	23/02/2016	052	Astro Turf Hire	Name Removed	25.00
88	Astro Turf Hire	23/02/2016	053	Astro Turf Hire	Name Removed	25.00
89	Football Turf Hire	23/02/2016	054	Football Pitch Hire	Hilton Athletics	46.00
90	Astro Turf Hire	23/02/2016	055	Astro Turf Hire	Name Removed	104.00
91	Astro Turf Hire	23/02/2016	056	Astro Turf Hire	Name Removed	234.00
92	Astro Turf Hire	24/03/2016	057	Astro Turf Hire	Name Removed	309.00
93	Astro Turf Hire	24/03/2016	058	Astro Turf Hire	Name Removed	208.00
94	Football Turf Hire	24/03/2016	059	Football Turf Hire	Hilton Athletics	23.00
95	Astro Turf Hire	24/03/2016	060	Astro Turf Hire	Name Removed	78.00
96	Astro Turf Hire	24/03/2016	061	Astro Turf Hire	Willington FC	130.00
97	Fencing	19/01/2016	CARD REFUND	Fencing	Grangewood Fencing	363.48
98	General Admin	05/02/2016	M028	Compensation Refund	Santander	250.00

12. Minute Number 1725/16 - Items for Information

Resolved: Hilton Parish Council noted the following information:

- a) SDDC – Press release – Wednesday Night Project boost for youngsters
- b) SDDC – Press release – Scrap parts fly-tipper caught red-handed
- c) SDDC – Press release – Swap till you drop with food-sharing app OLIO
- d) SDDC – Press release – Shout out for Council's "Swadlincote Town Crier" vacancy
- e) SDDC – Press release – Jobs fair to put people on the path to success
- f) SDDC – Press release – Blanket approach to celebrating park's history
- g) SDDC – Press release – Big day proves a match made in heaven
- h) Get Active in the Forest – Archery A beginner's guide into Archery

- i) Get Active in the Forest – Bluebell Walk Sunday 8th May 2016 11am
- j) Get Active in the Park – Walk & Warm Saturday 23rd April 2016 1pm
- k) SDDC – Press release – Sporting Chance at Discovery Weekend
- l) SDDC – Press release - Science day fun will be on another planet
- m) SDDC – Press release – Aim high with beginner’s courses in Archery
- n) SDDC – Press release – Roadmap set out for “cycling legacy”
- o) SDDC – Press release – Beacon lighting to toast Her Majesty’s 90th
- p) East Midlands Ambulance Service – Help the Ambulance Service save Lives
- q) Derbyshire Constabulary – Weekly Crime update re anti-social behaviour
- r) South Derbyshire District Council - Minutes of the Severn Trent Water Briefing

13. Minute Number 1726/16 - Items for discussion

There was nothing to report.

14. Minute Number 1727/16 - Planning Matters for Decision

There was nothing to report.

15. Minute Number 1728/16 - Planning Matters for Information

Resolved: Hilton Parish Council noted the following information:

- a) 9/2016/0258 - BLAKELOW FARM SUTTON LANE HILTON DERBY DERBYSHIRE DE65 5FE - THE ERECTION OF A GENERAL PURPOSE AGRICULTURAL BUILDING – **HAS BEEN GRANTED**
- b) 9/2016/0169 - 56 WASHFORD ROAD HILTON DERBY DERBYSHIRE DE65 5HN - AMENDED SCHEME (TO PREVIOUSLY APPROVED SCHEME 9/2015/0840) FOR THE ERECTION OF AN EXTENSION – **HAS BEEN GRANTED**
- c) 9/2015/1176 - 18 CHERRY TREE COTTAGE SUTTON LANE HILTON DERBY DERBYSHIRE DE65 5FB - THE ERECTION OF AN EXTENSION INCORPORATING A GARAGE (SUPERSEDING THE DETACHED GARAGE APPROVED AS PART OF APPLICATION 9/2015/0567) AND CREATION OF A NEW VEHICULAR ACCESS - **HAS BEEN REFUSED**

16. Minute Number 1729/16 - To consider a resolution under the Public Bodies (Admission to Meetings Act 1960) to exclude members of the Public.

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.

17. Minute Number 1730/16 - 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, 1710/15, 1727/15, 1744/15, 1761/15, 1573/15, 1624/15, 1640/15, 1643/15, 1667/15, 1726/16– Clerks Report [Parish Property and documents – Power to receive and retain – Local Government Act 1972 – s.226](#)

There was nothing to report.

18. Minute Number 1731/16 - Personnel Matter and Legal Advice – Previously reported under minute number 1728/16

Resolved: The Clerk to email the draft letter to all Councillor once received from the Solicitor for approval. Once approved the Clerk to inform the Solicitor to proceed immediately.

19. Minute Number 1732/16 - Date of the next meeting

Resolved: The date of the Annual and Monthly Hilton Parish Council Meeting was confirmed as 25th May 2016 at Hilton Village Hall commencing at 7pm.

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