

Hilton Parish Council
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**MINUTES OF THE MONTHLY HILTON PARISH COUNCIL MEETING HELD ON
WEDNESDAY 29TH JUNE 2016 AT HILTON VILLAGE HALL COMMENCING AT 7PM**

Present:

Cllr Cooper (in the Chair)
Cllr Smith, Cllr Darlington, Cllr Hudson

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

AGENDA

1. Minute Number 1761/16 - To receive apologies for absence

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

- ***Cllr Spencer due to childcare issues.***

2. Minute Number 1762/16 - Co-Option of a Councillor

Resolved: Having met all the criteria to qualify to become a Hilton Parish Councillor. Mr Mike Smith was Co-opted as a Councillor by Hilton Parish Council with immediate effect.

Resolved Cllr Smith took no part in the above decision making or voting.

Resolved: In accordance with the Local Government Act 1972 Cllr Smith read and signed the Declaration of Acceptance of Office before the Clerk.

3. Minute Number 1763/16 - Variation of the Order of Business

Resolved: Item 2. Co-Option of a Councillor to be completed once the candidate arrives. He was stuck in traffic on the A50 due to a Road Traffic Accident.

4. Minute Number 1764/16 - Declaration of Members' Interests.

Resolved Cllr Smith declared a Personal Interest in item 2. Co-option of a Councillor

5. Minute Number 1765/16 - Public Speaking.

Minute Number 1765/16/A – Public Speaking

Members of the Public raised the following matters:

Mrs Una Walton-Knight raised the following matters

- She asked how often the Back Lane Playing Field was mowed as it was really long – The Clerk replied that it is normally every 2 to 3 weeks depending on the weather, however SDDC had a few problems with machine breakdowns and staff shortages. The Clerk said that the field had been mowed that day.
- She reported the amount of broken glass bottles on the Back Lane Playing Field especially on a Saturday and Sunday.
- She reported the amount of waste that was being left around the Village Hall site in relation to unfinished take away meals, pizza, chips and packets of cakes which would invite rats

Minute Number 1765/16/B – Police Representatives Report

There was nothing to report.

Minute Number 1765/16/C – District Council representatives Report

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

Scrutiny

Following Annual Council I was appointed to the Overview and Scrutiny Committee which held its first meeting last week to agree the work programme for the ensuing year. For the remainder of this year the committee will focus on the following:

Derbyshire Community Health Provision
Member IT
Street Scene
Section 106 Progress
Telecare Provision

I have been asked to lead on Member IT and will be consulting with all Councillors and officers to seek to improve the current utilisation of the iPads for the benefit of members and their constituents as it is felt that the equipment is currently underutilised. The next meeting is 7th September and I will provide a further update after this meeting.

Local Plan Part 2

Consultation on part 2 of the local plan is now open and will run until 15th August. Part 2 of the Local Plan will look at smaller housing allocations and more detailed Development Management Policies, together with settlement boundaries and Local Green Spaces. The plan will allocate non-strategic housing sites of less than 100 dwellings.

A drop in event was held here on Monday of this week however residents who were unable to attend the event can still make comment by email to planning.policy@south-derbys.gov.uk Copies of the draft plan are available on the District Council website or alternatively hard copies can be obtained from all libraries in the district of the Council offices at Swadlincote.

Mandarin Planning Application

Planning have re-consulted on the above application due to an amended layout, reduction in dwellings to 34, submission of Archaeological and Ecology Surveys. I note the application is not on your agenda this evening therefore Council may wish to seek an extension in order to discuss at the next meeting? The application is due to go to committee upon completion of the re-consultation.

Cllr Plenderleith sent her apologies, the Clerk read out her report as follows:

1. I've asked Matt Holford at the Council to get in touch with the Clerk directly to clarify where the current Dog Control Orders are in Hilton (as mentioned at May's PC meeting). The second stage of consultation on the Public Place Orders is now taking place, and runs till 1st September, more details on the SDDC website:

Public Spaces Protection Order consultation

We are consulting on proposals to create new Public Spaces Protection Orders for South Derbyshire.

We currently propose to consolidate within the orders the same controls that are already in place to control dogs and alcohol consumption within our parks and open spaces. The only additional changes that are proposed are to extend controls on alcohol consumption to more of our parks and to increase controls on dogs in Church Gresley and Melbourne.

Full details of the existing law, and the current proposals are contained in the consultation document attached to this page.

The consultation is open until 1 September 2016.

Contact details

Safer Neighbourhood Wardens
South Derbyshire District Council
Civic Offices
Civic Way
Swadlincote
Derbyshire
DE11 0AH
Tel: 01283 595795
Fax: 01283 595855
email: environmental.health@south-derbys.gov.uk

2. I've asked St Modwen to cut back the shrubs near houses at the end of Welland Road (as requested by the Clerk) and I have received confirmation from St. Modwen that this will happen ASAP.

3. Consultation on Part Two of the Local Plan is now open (as mentioned at last month's PC meeting) and drop in events are taking place across the District.

Minute Number 1765/16/D – County Council Representatives Report

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

Very busy time with various planning issues

Aldi application will not go before committee until later this summer poss Sept

Consultation on The Local Plan part two is underway you can visit any of the events around SD. The next event will be at Frank Wickham Hall Etwall 7th July 1.30 – 6.15pm

Notification of Children's Centres closures which will include Etwall. The only remaining centre will be in Woodville. We have yet to see what plans will be put in place.

Overhanging trees on Washford Rd reported

Overhanging veg on Derby Rd reported

Soil mounds on the Mease at new Hilton Valley reported as it looks unsightly requested plans from St Modwen for re seeding.

6. Minute Number 1766/16 - Chairpersons Report

The Chair gave his report as follows:

- He hoped that Party on the Park to be held on Saturday 02.07.2016 would be another success this year.
- He reported that there had been 4 arrests following an incident of fighting with baseball bats on the Back Lane Playing Field on Thursday 21.06.2016. Some of the youths involved were from Mickleover and Etwall.

7. Minute Number 1767/16 - To confirm the monthly minutes of the Hilton Parish Council Meeting held on 25th May 2016.

Resolved: Hilton Parish Council approved that the Minutes of the Annual Hilton Parish Council Meeting held on Wednesday 25th May 2016, having been circulated were approved and signed as a true record.

8. Minute Number 1767/16 - Committee Reports

A) **Minute Number 1767/16/A -Community Services – To be discussed in full Parish Council Meeting**

- Community Information and Publicity.

There was nothing to report.

B) **Minute Number 1767/16/B - Finance - All Councillors and the Clerk to Hilton Parish Council – All Councillors to sit on this committee**

- 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 1767/16/C - Environment and Green Space – To be discussed in full Parish Council meeting**

- Maintenance of Public Footpaths, Cycle Paths, Greenway, Verges, Open Space, Trees and Hedges

The Clerk reported that she had been given a list of items that the football teams would like if possible for the start of the new football season:

- 1) New Corner Flags and poles at a cost of £44.00 ex VAT for 2 sets
- 2) New Line Marker as the one we have does not work properly at a cost of £575.00 ex VAT
- 3) New Goal Posts and Nets x4 £2,316.00 ex VAT

The Clerk reported that she was in contact with Zoe Sewter and there was roughly £3,270.19 of 106 money left against The Old Mill Planning Application 9/2007/0775 that would cover the cost to purchase the new equipment. The Clerk was awaiting Zoe Sewter to confirm the exact figure.

Resolved: Hilton Parish Council approved the purchase of the new equipment, the cost to be claimed back from the 106 money for The Old Mill Planning Application 9/2007/0775.

- Environmental Issues
- Recycling Facilities
- Dog and Litter Bin Provisions

1) Request to install a litter bin at the new bus stop on Derby Road

The Clerk reported that she had received a request for the installation of a litter bin at the new bus stop on Derby Road. The Clerk had spoken to the staff and it had been confirmed that there was not a litter bin at the original bus stop. The Clerk

recommended that maybe the staff should monitor the situation for a few months to see first if there was a litter problem in that area.

Resolved: Hilton Parish Council agreed for the staff to monitor the litter situation in this area for the next 3 months with a view to reviewing this matter at a later date.

- Groundsman/Lengthsman's Report

D) Minute Number 1767/16/D - Village Infrastructure – To be discussed in full Parish Council Meeting

- Planning matters including the Village Plan
- New Road Adoptions
- Traffic Management and Parking
 - a) Temporary Road Closure – Sutton Lane, Hilton – 25.07.2016 to replace manhole cover and frame in the carriageway.**
- Street Lighting
- Public Transport Provision

There was nothing to report.

E) Minute Number 1767/16/E -Recreation and Leisure –To be Discussed in full Parish Council Meeting

- Provision and maintenance of sport and leisure facilities, Parish Council Office and Garages
- Children play equipment
 - a) Table Tennis Table and equipment given to Hilton Parish Council by SDDC, who obtained funding from Tesco's Bags of Help, in partnership with MANT Leisure, delivered on Tuesday 14.06.2016.**

The Clerk reported that the table tennis table was being well used both for table tennis and table football. The feedback on this new piece of equipment had been really positive with comments like fantastic, brilliant and good purchase guys. The Clerk wanted to make it clear that the Table Tennis table and equipment had been given to Hilton Parish Council free of charge by South Derbyshire District Council, who had obtained funding from Tesco's bags of Help, in partnership with MANT Leisure.

- Parish Council owned Parks and Landscaping

9. Minute Number 1768/16 - Reports from Councillors that have attended any other Meetings.

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

The Chair gave his report as follows:

Sergeants Overview

The crime statistics were reported for the year to date 1st April - to 31st May. Overall figures are again down on last year. In general, they are very similar to last year with small rises in Dwelling Burglary to 9 from 4 but even so that number is very small for an area of this size. All other areas in South Derbyshire are up so this is a really good news story.

A new Neighbourhood Watch has been set up in Hilton.

4 people were arrested after a violent attack in Hilton.

Incidents in our area to note are. ASB order on Lucas Lane, 2 Cannabis offences in Hilton and 1 person supplying. A drugs bust was carried out in Etwall.

All Parish Councils should be getting weekly crime reports.

Partnership Update

The safer homes scheme that is being run by the CAB and gives free advice to people has a pot of money available to them and are looking to help elderly people with overgrown gardens.

A county wide domestic abuse line has been set up as there is normally a spike during events like Euro 2016.

A hate crime talk was given in Hatton. This can be done in other areas if they want it.

£4K funding is available for security projects.

Local Issues Forum

Serious crash at Egginton Cross Roads was raised with a view to reducing speeds and improving the junction.

Hatton Car Park has car, scooters and drugs issues.

Parking issues outside Heathfields School.

Parking issues outside John Port School in Etwall. Leaflet drop and survey overwhelmingly in support to keep the Toilets open,

Cllr Plenderleith raised the Hilton Road Safety meetings held with residents. There is now a Lollypop person and the police were making visits.
Next meeting at the school on 14th July 6pm.

Cllr Cooper raised the violent attack in Hilton and thanked the police for attending quickly and making arrests. He also raised the issue of drugs bags being found around the village hall site.

Agreed Priorities

Continue with ASB, Drugs and Drug Dealing.

AOB

Public space protection orders. Phase 2 consultation till Sept 1st.

Next Meeting

TBC – 3 Months' time.

Cllr M Smith asked how people get the grant funding for their gardens. The Chair replied that residents interested should contact Chris Smith at SDDC.

Resolved: The Clerk to check with SDDC to see if the current Dog Control Orders for Hilton will remain in place as they are after the consultation for the Public Space Protection Order.

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

There was nothing to report.

- The Mease Management Committee – **To nominate a representative as required**

There was nothing to report.

- Marston on Dove Relief in Need Charity – **To nominate a representative as required**

There was nothing to report.

- Hilton Dog Walking Group – **To nominate a representative as required.**
There was nothing to report.

- Flood Liaison – **To nominate a representative as required**
There was nothing to report.

- DCC – Parish and Town Liaison Forum – **To nominate a representative as required**
 - a. **The Meeting to be held on 27.06.2016 has been cancelled and will be rescheduled during September 2016.**

- SDDC - Joint Meetings with Parish Councils – **To nominate a representative as required**
There was nothing to report.

- EMIP updates – **To nominate a representative as required**
There was nothing to report.

- Party on the Park
There was nothing to report.

10. Minute Number 1769/16 - 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, 1722/16, 1748/16– 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, 1722/16, 1748/16
There was nothing to report.

- c. Amendments to the bank mandate – Adding of signatories and removal of signatories – Previously reported under minute number 1722/16, 1748/16
Resolved: The bank Mandate had been completed by Cllr C Smith and Cllr Darlington and was duly signed by the Chair and Clerk to Hilton Parish Council.
Resolved: The Clerk to post the bank mandate to the bank as soon as possible.

- d. Community Emergency Plan – Previously reported under minute number 1722/16, 1748/16
There was nothing to report.

- e. The renaming of the Main Street/Mill Lane Playing Field including new signage – Previously reported under minute number 1722/16, 1748/16

There was nothing to report.

- f. Clerk Report in relation to the security of the Parish Council Office

The Clerk read out her report as follows:

The reason for my report:

At the May 2016 Hilton Parish Council meeting during public speaking, a member of the public raise the fact that lights and shutters had been installed on the Parish Council Office/Garage, when it was built in 2015. The Parish Council Office/Garage was described as the *“most secure and well-lit building on the site”*. It was stated that there had never been a break in at the Scout Hut and the cost of installing the shutters and lights was questioned. Reference was made to a historic request from the Scout Hut representatives to light the Parish Council car park, which had been turned down by the Parish Council.

As these items were not on the agenda they were not discussed during the meeting.

Regarding the historic request from the Scout Hut representatives for the Parish Council to light the Parish Council car park. This request was rejected by the Parish Council because, at that time, the Parish Council had no economical way to connect to a electricity supply in the area and no money in the budget to complete this work.

Regarding the fact that lights and shutters were installed on the Parish Council Office/Garage when it was built in 2015. Both these items, along with every other aspect of the construction, were given very careful consideration when the Parish Council Office/Garage was planned. Consideration included seeking professional advice.

Shutters:

Unlike the Scout Hut, the old Parish Council Garage was unfortunate enough to suffer several break-ins. Damage was caused to the building and expensive equipment was stolen, all of which had to be repaired/replaced. The Back Lane Pavilion was also broken into whilst a football match was taking place, car key and personal possessions were stolen, which resulted in a brand new vehicle being stolen from the Parish Council car park. The decision to install security shutters when the new Parish Council Office and Garage was built, was taken in an attempt to prevent break-ins. It should also be noted that the Parish Council has a responsibility and duty to store its official documents safely and securely.

Lights:

The lights on front of the Parish Council Office/Garage were installed ***to light up the car park from dusk to dawn not to light up the Parish Council Office/Garage.*** If the Parish Council had wanted to light up the Parish Council Office/Garage the lights would have needed to shine onto the building not be attached to it.

Consideration was given to other options however, based on previous complaints of light pollution to Environmental Health by residents in adjacent properties, which had resulted in the Astro Turf opening hours being restricted and lights in the Village Hall car park being disconnected or switched off, those options were dismissed. (You have probably noted that despite the presence of lighting columns to the far side of the Village Hall where the extension is, there are 3 main columns, which have been disconnected and 2 dusk till dawn lights on the actual extension that have also been disconnected. There is also one dusk till dawn light on the Parish Council office closest to the container which has required a partial guard installing for the same reason.) Thus lights attached to the new building which shine over the car park and not into the windows of adjacent properties was deemed the best option.

If you visit the Parish Council car park after dark you will note that the lights attached to the front of the Parish Council Office shine onto the Parish Council car park. Since the building was built and the dusk till dawn lighting installed, the anti-social behaviour in that area especially around the container has reduced dramatically.

g. Village Clock Repairs

The Clerk reported that the lighting in the clock had stopped working and required repairs, however the lighting was now out of date and the advice was that it would require a complete overhaul by a qualified electrician.

Resolved: The Clerk to arrange for the repairs/work to be completed as soon as possible.

h. South Derbyshire Draft Local Plan Part 2 Consultation

Resolved: The Chair to look through the paperwork to see if Hilton Parish Council are required to make any comments.

i. Association of Local Council Clerks – Complimentary ALCC Membership for 12 Months

Resolved: Hilton Parish Council agreed for the Clerk to sign up for the free complimentary ALCC Membership for the next 12 months.

j. Missing Bancroft Close Sign

The Clerk explained that she had reported that missing Bancroft Close Sign again and had received the following reply from SDDC.

Unfortunately, at this time we cannot give you an idea of time as we have a backlog of work and a long term staffing issue we are trying to sort. Although a sign has been

removed there is still a sign at the end of the road so should not be causing any major problems. Not sure why there is actually two signs at that road as usually depending on the road there is only one sign installed.

k. Cultivation License for the road island by Isis Way

The Clerk explained that she had been contacted by Sean Twyford at DCC in relation to taking on a cultivation license on behalf of Don Amott for the maintenance and planting of the island by Isis Way. The Clerk explained that DCC were trying to sort the cultivation license out for Don Amott directly but have asked that if this is not approved would the Parish Council complete the Cultivation License in their name on behalf of Don Amott.

Resolved: Hilton Parish Council agreed that if Don Amott could not get the Cultivation License then the Parish Council would complete the application form in their name on behalf of Don Amott.

11. Minute Number 1770/16 - Derbyshire Association of Local Councils

Resolved: Hilton Parish council noted the following information:

- a) Circular 09/2016
 - PAY SCALES 2016 2018
 - NEW FINANCIAL REGULATIONS 2016
 - TRANSPARENCY FUND FOR SMALLER AUTHORITIES
 - COMMUNITY RESILIENCE – HOW PARISHES CAN BE INVOLVED
 - COMMUNITY PAYBACK CONTACT DETAILS
 - COURSES – CEMETERIES MANAGEMENT; THE LOCAL COUNCILS AWARD SCHEME; UNDERSTANDING THE PLANNING PROCESS
 - VACANCIES

- b) Circular 10/2016
 - DALC Chief Officer
 - DALC Annual Executive Meeting and AGM
 - Call for Executive Members for the period 2016-2019

12. Minute Number 1771/16 – Finance

Resolved: Hilton Parish council approved the following payments:

a) Accounts for Payment.

CHEQUE NO	PAYEE	DESCRIPTION	AMOUNT	POWER
002991	Cancelled	Made out to the incorrect person		
003001	Zurich Municipal	Insurance cover – Height	174.26	

		Barrier, Bollards, upgrade CCTV, Tennis Table		
003002	Don Amott Memorial Hall	Room Hire and Electricity recharge	89.22	
003003	Cromwell	Knapsack Sprayer	35.35	
003004	Aucuba Landscapes	Spike 2 x pitches, maintenance, Roma's Garden and Main Street Playing Field	437.10	
003005	J Bee	Installation additional power in Pavilion for CCTV	96.00	
003006	Sterilizing Services Ltd	Water Testing – Office and Pavilion	166.18	
003007	APS Security and Fire	Final Payment for installation of CCTV and Intercom System	9,030.60	
003008	R Massey and Sons	Padlocks, electrical label and reel, instacrete	167.75	
003010	Aucuba Landscapes	Maintenance VH Site	458.21	
003011	Hilton Village Hall	Room Hire	28.99	
Card payment	DART	PA1 Retest - Groundsman	30.00	
Card Payment	First Fence	Fencing	1,573.70	
Bacs	Sterilizing Services Ltd	Re Cancelled Chq 002991	68.39	

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 003009 for the Inland Revenue.**

Description	Amount
Salaries, Tax NICs, Expenses	£8,534.07

13. Minute Number 1772/16 - Items for Information

Resolved: Hilton Parish Council noted the following information:

- a) SDDC – Press release – Fresh effort to show domestic abuse the red card during Euro 2016
- b) SDDC – Press release – Feel the rhythm at Festival of Leisure spectacle
- c) SDDC – Press release – South Derbyshire Local Plan Part 1 Adopted
- d) SDDC – Press release – Eureka Park cycling spectacular to greet the world's finest
- e) SDDC – Press release – Noise guide to convey loud and clear message
- f) SDDC – Press release – Themed walks in South Derbyshire
- g) SDDC – Press release – Top Tips (of asparagus) at Swadlincote Farmers Market
- h) SDDC – Press release – Peter Rabbit is coming to South Derbyshire
- i) SDDC – Press release – Corporate Plan document spells out future success for South Derbyshire
- j) SDDC – Press release – Support group's walk a huge success
- k) SDDC – Press release – Music and fun on the agenda as Cllr Pat Murray makes it a hat trick
- l) SDDC – Press release – Guide showcases all that Swadlincote has to offer
- m) SDDC – Press release – Cycling guide special edition heralds the Aviva Women's Tour 2016
- n) Groundwork Cresswell, Ashfield and Mansfield – Newsletter
- o) Don Amott Memorial Hall – Newsletter
- p) SDDC – Press release – New cycling hub & guide build on legacy bid
- q) Notification from SDDC that the Local Plan Part 1 was adopted on 13.06.2016
- r) DCC – Child Sexual Exploitation “Say Something if you see Something” Campaign

14. Minute Number 1773/16 - Items for discussion

There was nothing to report.

15. Minute Number 1774/16 - Planning Matters for Decision

- a) 9/2016/0610 - 8 WYSTON BROOK HILTON DERBY DERBYSHIRE DE65 5JB - THE ERECTION OF EXTENSIONS

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

- b) 9/2016/0538 - PARK HILL LONGDON PARK SCHOOL HILTON ROAD EGGINTON DERBY DERBYSHIRE DE65 6GU - INTERNAL ALTERATIONS AT THE REAR OF THE BUILDING TO FORM NEW KITCHEN AND DINING ROOM AT GROUND FLOOR LEVEL AND ENLARGED TEACHING ROOMS AT FIRST FLOOR LEVEL TOGETHER WITH OTHER MINOR CHANGES

Resolved; Hilton Parish Council made no comment on the above planning application as it was not within the Hilton boundary.

- c) 9/2016/0532 - WILLOW PIT WILLOWPIT LANE HILTON DERBY DERBYSHIRE DE65 5FN - DEMOLITION OF EXISTING DWELLING AND THE ERECTION OF NEW DWELLING

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

- d) 9/2016/0526 - 38 HULL STREET HILTON DERBY DERBYSHIRE DE65 5BN - THE RETENTION OF CONSERVATORY

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

- e) 9/2016/0511 - CLARES FOLLY SUTTON LANE HILTON DERBY DERBYSHIRE DE65 5FE -THE ERECTION OF A PORCH AND INCORPORATION OF AN OUTBUILDING AS UTILITY ROOM

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

- f) 9/2016/0494 - 10 BACK LANE HILTON DERBY DERBYSHIRE DE65 5GJ - THE ERECTION OF EXTENSIONS

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

- g) 9/2016/0162 - THE MANDARIN CHINESE RESTAURANT LAND ADJACENT TO EGGINTON ROAD HILTON DERBY DERBYSHIRE DE65 5FJ - OUTLINE APPLICATION (ALL MATTERS TO BE RESERVED) FOR THE RESIDENTIAL DEVELOPMENT OF UP TO 34 DWELLINGS WITH ASSOCIATED ACCESS, PUBLIC OPEN SPACE, SUSTAINABLE DRAINAGE AND LANDSCAPING – AMENDED PLANS

Resolved: Hilton Parish Council agreed that the Clerk should object on the same grounds as the original planning application as follows:

Resolved: Hilton Parish Council strongly objected to the above planning application on the following grounds:

- *It was not within keeping of that area.*
- *The design was poor with not a lot of space between the housing, which gave the Parish Council concerns over the density of the houses.*
- *There were not enough parking spaces for the amount of proposed houses*
- *There were already traffic issues on an already busy road with tailbacks, close to a railway line.*
- *It is development proposed on a Greenfield site which is not acceptable.*
- *This proposed development would be stuck out on a limb at the edge of the village with no shops or services, residents would rely on their cars.*
- *No infrastructure to support the proposed housing for example Schools, shops, GP provision etc.*
- *A full environmental and wildlife study would need to be carried out to protect the wildlife habitats in that area. For example any Great Crested Newts or Bat colonies.*
- *Flooding and draining would need to be looked at in this area due to the area being wet and boggy for most of the year.*

For Information SDDC Planning Committee have a site visit on 28.06.2016 re the following planning applications:

3.30pm – 49 Egginton Road, Hilton, DE65 5FG, to see the site of application 1.2 on the agenda (9/2015/0893/FM), relating to the erection of a detached bungalow and a garage.

16. Minute Number 1775/16 - Planning Matters for Information

Resolved: Hilton Parish council noted the following information:

- a) 9/2016/0104 - DERBY AIRFIELD HILTON ROAD EGGINTON DERBY DERBYSHIRE DE65 6GU - RETROSPECTIVE APPLICATION FOR THE ERECTION OF A STEEL FRAMED BUILDING FOR THE STORAGE OF AGRICULTURAL MACHINERY **-HAS BEEN GRANTED**

17. Minute Number 1776/16 - 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.

18. Minute Number 1777/16 - 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, 1730/16, 1756/16– Clerks Report Parish Property and documents – Power to receive and retain – Local Government Act 1972 – s.226

There was nothing to report.

19. Minute Number 1778/16 - Personnel Matter and Legal Advice – Previously reported under minute number 1728/16, 1731/16, 1757/16

The Clerk reported that she had emailed the draft letter from the Solicitor to all Councillors which had been approved by email as previously agreed. The Solicitor was then instructed to send the letter as previously agreed. To date there had not yet been a response from the other side.

20. Minute Number 1779/16 - Architect and Contract information for the Tarmacking of the Parish Council Car Park and Clerk Report re Car Park and Phase 2 – Previously reported under minute number 1759/16

Resolved: The details of what happens or is agreed in the private part of the meeting, including any decisions made, will be minuted in the minutes in accordance with Schedule 12, Section 41 (1) of the Local Government Act 1972. But in such a manner so as not to disclose the confidential information which necessitated this item going into private session.

The Clerk read out her report as follows:

The reason for my Report:

As you are aware Hilton Parish Council have been working on the project to tarmac the Scout Hut Car Park.

£50,000.00 was put into the 2016/17 budget for the project.

At the May 2016 meeting, a draft plan of the car park layout was circulated. At that stage the architect had not confirmed whether or not drains and planning permission would be needed. The uncertainty was due to the size of the car park. It has now been ascertained that drains and planning permission may not be required however the architect has stated that due to the size of the car park, if we choose not to install drains they will not be held responsible if puddles develop or the car park floods. He recommends that, due to the size of the car park, drains are installed. This will increase costs and the potential need for planning permission.

I therefore propose for the above reason and the following reasons that this year (2016/17) Hilton Parish Council build phase 2 of the garages instead, but continue

working on the car park project with a view to having a contractor in place to start work on 1 April 2017.

Advantages:

- Hilton Parish Council will know exactly how much we need to put in the 2017/18 budget to complete the car park project.
- Hilton Parish Council already have planning permission to build phase 2 and the contractor to complete the work.
- The footings for phase 2 will encroach into the area we plan to tarmac, if the tarmac is laid before phase 2 is built, it will have to be dug up when phase 2 is built therefore, it would be better to build phase 2 then tarmac the car park.
- The footing for the extension to the Scout Hut plan will encroach into the area we plan to tarmac, if the tarmac is laid before the extension is built it will have to be dug up when it is built therefore, it would be better for the Scout Hut extension to be built before we tarmac the car park.
- There will be no need for the new junior football team to have a container sited near the pavilion to house their sit on lawn mower, as they can use the garage that we originally planned for the Scouts, which they have subsequently said they don't want (Feb 2016 meeting) due to the planned extension.
- Much needed additional storage will be created - although a workshop was created in phase 1 at present it is used to store all the equipment that used to be stored in the old garage, phase 2 will alleviate that situation, additionally it will provide somewhere to store items currently stored behind the Parish Council office.

Disadvantaged:

- There is currently no money in the budget to build phase 2, Hilton Parish Council would have to use the money earmarked to tarmac the Parish Council car park.
- Tarmac of the Parish Council car park will have to be delayed until April 2017, however as long as we put the money in the 2017/18 budget we can continue working towards getting ready to get the job done and have a contractor in place to start work on 1 April 2017.

Notes:

If the Scout Hut extension is not going to be built for some time when we tarmac the car park the bollards to define the footpath to the Scout Hut should be installed and the car park should only be tarred up to those bollards leaving the footpath to the Scout Hut unfinished until the extension is built (at which point it should then be finished).

Recommendation:

- 1) I would therefore recommend that Hilton Parish Council should complete phase 2 of the garage first as per the above.

Resolved: Hilton Parish Council agreed that the Clerks report and Recommendation were a very sensible approach and agreed that phase 2 of the Garage build should be completed prior to the Tarmacking of the Parish Council Car Park.

Resolved: The Clerk to instruct the Architect to get on with the phase 2 work with immediate effect but to continue with the work and the plans in relation to the tarmacking of the Parish Council Car Park with a view to completing this work in April 2017.

Resolved: Hilton Parish Council agreed for Cllr C Smith and the Clerk to continue working on both projects.

Resolved: Hilton Parish Council agreed for the Clerk to amend the budget for 2016/2017 accordingly.

Resolved: Hilton Parish Council agreed that in the interim the Parish Council Car Park needed some maintenance to make it safe and instructed the Clerk to order stone to fill the potholes. The Clerk to arrange for the staff to complete this work as soon as possible.

21. Minute Number 1780/16 - Request from an elector to view the Accounts

The Clerk gave her report as follows:

- The Clerk received an email on 02.06.2016 from an elector asking to view the accounts ending 31.03.2016 on either 14.06.2016 or 16.06.2016, however the Clerk had other commitments on those days and could not accommodate the request.
- On 03.06.2016 the Clerk replied to the elector offering 17.06.2016, this date was declined, the Clerk then offered 06.06.2016 or 28.06.2016.
- On 16.06.2016 the Clerk received a further email apologising for the delay in getting back to her, declining 06.06.2016 and 28.06.2016 and a request for a copy of the April 2016 minutes was made.
- On 17.06.2016 the Clerk email the elector and asked them to provide a list of dates and times up to 15.07.2016 where they could be available to view the accounts ending 31.03.2016. As at 29.06.2016 no further emails had been received in relation to this matter.
- On 20.06.2016 the Clerk emailed Grant Thornton the External Auditor for advice in relation to the above. The Clerk confirmed that the Accounts and Audit Regulations 2015 quote: Part 5, 14(3) during the exercise of public rights a relevant authority must make the documents referred to in section 26(1) of the Act available for inspection on reasonable notice and at reasonable times.

Resolved: Hilton Parish Council confirmed it had made all reasonable efforts and attempts to try and find a suitable date and time for the elector to view the accounts all of which had been declined.

22. Minute Number 1781/16 - Debtors – Memorial Plaques and Astro Turf Hire

The Clerk explained that she had an invoice outstanding from a resident that had ordered a tree and plaque on the Memorial Garden. The Clerk explained that the invoice had been outstanding since 23.02.2016. Reminders had been sent but no contact had been made.

Resolved: In future anyone requiring a memorial tree and plaque are to be invoiced in full and payment is to be made in advance of the plaque being ordered and installed.

Resolved: The Clerk to write to the resident and explain that unfortunately should the payment not be received within the next 14 days the plaque will be removed.

The Clerk explained that she also had 2 invoices outstanding, for the same person, for February 2016 and March 2016 for the use of the Astro Turf. The Clerk explained that this person no longer used the Astro Turf at present.

Resolved: The Clerk to inform the team that unless payment is made in full they will no longer be able to use the facilities in the future until the outstanding debt is cleared.

23. Minute Number 1782/16 - Date of the next meeting

Resolved: The date of the next Hilton Parish Council Meeting was confirmed as 27th July.2016 at Hilton Village Hall commencing at 7pm for the monthly meeting of Hilton Parish Council.

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