

Hilton Parish Council
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**MINUTES OF THE MONTHLY HILTON PARISH COUNCIL MEETING HELD ON
WEDNESDAY 28TH SEPTEMBER 2016 AT HILTON VILLAGE HALL COMMENCING
AT 7PM**

Present:

Cllr Cooper (in the Chair)
Cllr C Smith, Cllr Darlington, Cllr Hudson, Cllr M Smith and Cllr Spencer

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

AGENDA

1. **Minute Number 1806/16 - To receive apologies for absence**

There were no Apologies.

2. **Minute Number 1807/16 - Variation of the Order of Business**

There were no Variations to the Order of Business.

3. **Minute Number 1808/16 - Declaration of Members' Interests.**

***Resolved: Cllr C Smith and Cllr M Smith declared a prejudicial interest in item 24,
Van Lease Contract***

4. **Minute Number 1809/16 - Public Speaking.**

Minute Number 1809/16/A – Public Speaking

There was one Member of the Public in attendance at the meeting and there was nothing to report.

Minute Number 1809/16/B - Police Representatives Report

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

Minute Number 1809/16/C – District Council Representatives Report

Cllr Plenderleith was in attendance at the meeting, she had nothing to report.

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

- He had received complaints regarding the vegetation on Egginton Road, Bren Way and Lucas Lane, which had been reported to Persimmon the landowners. They sent contractors out but made a complete mess of the work. Persimmon and SDDC were now looking at getting this area adopted in the future.
- At full Council they had a presentation from Dementia Friends. They will be holding Dementia Friends information sessions on 31.10.2016 and 28.11.2016 at South Derbyshire CVS, Swadlincote commencing at 1pm to 2pm

The Chair commented that it would be good for areas still under the ownership of developers to be adopted where possible, as there have been ongoing issues in some areas for many years.

Minute Number 1809/16/D - County Council Representatives Report

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

Complaint re footpath 3 – brambles and Japanese knotweed. County have inspected and found footpath to be in order. Brambles and knotweed are from adjacent property which has been reported to SDDC Environment Health who are liaising with owner re knotweed have requested brambles be cut back.

School site St Modwen – I have chased county for current position on procurement for build.

St Modwen sales signs – complaints re sales signs around Mease area and beyond – these have now been removed.

Footpath 13 – notice served on landowner for locked gates on this footpath.

Roundabouts – complaints re weeds which have now been chemically treated by SDDC.

New stickers to be put on all bins in south Derbyshire as residents still unclear what items to put in each bin

Tesco bags of help – email with info sent

PCC Community action grant – email with info sent

Amy and I were invited to the unveiling of the blue plaque at Hilton House to commemorate the birthplace of Air Commodore Herbert Martin Massey who authorised the Great Escape in WW2

5. Minute Number 1810/16 - Chairpersons Report

There was nothing to report.

6. Minute Number 1811/16 - To confirm the monthly minutes of the Hilton Parish Council Meeting held on 27th July 2016.

Resolved: Hilton Parish Council approved that the Minutes of the Annual Hilton Parish Council Meeting held on Wednesday 27th July 2016, having been circulated were approved and signed as a true record.

7. Minute Number 1812/16 - Committee Reports

A) Minute Number 1812/16/A - Community Services – To be discussed in full Parish Council Meeting

- Community Information and Publicity.

The Clerk reported that a resident had been to the office to see her, this was in relation to the notice board that had been removed from the Main Street Car Park. The Clerk had explained to the resident why the notice board had been removed and why this was not being replaced.

The Clerk reported that there had been a bit on Facebook about litter left on the Back Lane Main Football Pitch after the football match on 18.09.2016.

The Clerk reported that she had check back on the CCTV of this date and could confirm that the team did clean this litter away after they had finished and prior to the next team going on at 1.30pm. The Clerk had also spoken to the staff and been informed that there was no rubbish on the Main Pitch on the morning of 19.09.2016. The Clerk said that she could only assume that the photo taken and added to Facebook was taken in-between the team clearing away and tidying up.

B) Minute Number 1812/16/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 1812/16/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 the height barrier has been hit the afternoon of this meeting by a person coming onto site in a van with ladders attached to the top to walk their dogs, they came in at speed and got caught on the barrier. The Clerk gave the driver words of advice in relation to their speed on entering the site and the height barrier of which they apologised. The barrier has managed to stand up to the impact with just a scrape or two. However the ladders on top of the van were damaged.

- Environmental Issues

The Clerk reported that she had contacted the Police the day of this meeting, this was in relation to 4 motorbikes on the site on 25.09.2016 between 4.50pm and 5.50pm. They were riding up and down the paths and on the skate park at speed without helmets, pulling wheelies and having pillion passengers on the back. The Police would be coming to view the CCTV shortly to establish who the offenders were. The site was very busy that evening but not one person contacted the police whilst this was in progress.

- Recycling Facilities
- Dog and Litter Bin Provisions
- Groundsman/Lengthsman's Report

D) Minute Number 1812/16/D - Village Infrastructure – To be discussed in full Parish Council Meeting

- Planning matters including the Village Plan
- New Road Adoptions
- Traffic Management and Parking
- Street Lighting
- Public Transport Provision

There was nothing to report.

E) Minute Number 1812/16/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
- Parish Council owned Parks and Landscaping
 - a) Use of the Astro Turf over the School Summer Holidays

The Clerk reported that the trial to open the Astro Turf 9am to 3pm during the Summer Holidays for the local children to use had worked really well.

Resolved: Hilton Parish Council agreed to open up the Astro Turf 9am to 3pm every half term for the local children to use.

- b) First Grade Sports/HA4K - Children's Holiday Club requesting a discount on the use of the Astro Turf during half terms 9am to 5pm

The Clerk reported that she had emailed the request from the above company to the Councillors for consideration and a supporting email from the Village Hall Committee. The email from the Village Hall was asking the Parish Council to consider offering the company a concessional rate for the use of the Astro Turf as the Village Hall Booking was reliant on the Astro Turf use.

Resolved: Hilton Parish Council agreed, as a compromise, for First Grade Sports/HA4K to use the Astro Turf during the October half term from 3pm to 5pm, at a concessional charge of £20.00 each day as a one off offer only. If the Holiday Club was successful and required the Astro Turf for future half terms, this would be charged at the normal rate of £25.00 per hour. This was due to the fact that other people booking the Astro Turf mainly Football Teams always paid the full hire price.

8. Minute Number 1813/16 - Reports from Councillors that have attended any other Meetings.

- Etwall Area Meeting & Safer Neighbourhoods – **The Chair and Vice Chair**
 - a. **Next Meeting 11.10.2016 at John Port School, commencing at 6.15pm**

Resolved: The Chair of Hilton Parish Council to attend if available.

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

There was nothing to report.

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

The Clerk reported that she had received an email asking if a 20 foot container could be installed closer to the main pitch at the far end of The Mease Football Pitches. This would be to house various equipment such as the dugout benches and nets supports and also potential to be a base to look to pre-position services in the future such as water valves for irrigation. It would be positioned right against the hedge and would be painted green so that it would not be obvious.

Resolved: Hilton Parish Council agreed for a 20 foot container to be installed where suggested and painted green.

- 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**
 - a. **The next meeting to be held on 02.11.2016 at the Council Chambers, Swadlincote, commencing at 10am**

Resolved: There was nobody available to attend the above meeting.

- DCC – Parish and Town Liaison Forum – **To nominate a representative as required**
 - a. **Next Meeting 31.10.2016 at County Hall, Matlock, commencing at 6pm to 8pm**

Resolved: The Chair to look and see if he is available to attend the above meeting.

- SDDC - Joint Meetings with Parish Councils – **To nominate a representative as required**
 - a. **Basics of Planning and Planning Enforcement 05.10.2016 at the Council Chambers, Swadlincote, commencing at 6.30pm**

Resolved: There was nobody available to attend the above meeting.

- EMIP updates – **To nominate a representative as required**

There was nothing to report.

- Party on the Park
 - a. **Booking form received for 01.07.2016 9am to midnight.**

The Clerk reported that arrangements will need to be confirmed for the opening and closing of the bollards and Astro Turf closer to the time and an undertaking will need to be signed to give out the height barrier code if required. The Clerk explained that a copy of their public liability insurance will be required closer to the event.

- b. **Minutes of the Party on the Park AGM held on 07.09.2016**

This was for information and was emailed to the Councillors prior to the meeting.

- c. **Vice Chairs Report – Meeting with Peter Holmes and Adie Smith regarding the Scout Hut Extension.**

Resolved: Hilton Parish Council agreed that this item was on the agenda under Party on the Park but it should have been an agenda item on its own.

Resolved: Hilton Parish Council were happy with the report and its content.

9. Minute Number 1814/16 - 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, 1769/16, 1791/16– 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, 1769/16, 1791/16

The Clerk reported that she had contacted all the Utility Companies to establish if they had any assets under ground where the Christmas Tree fixings would be excavated. The Clerk explained that there were utility assets in that area from some of the information that had already been received back so the contractor’s completing the work would need to be careful and possibly hand dig the site. The Clerk said that she would pass all the information received onto the relevant parties for the work to continue.

- c. Amendments to the bank mandate – Adding of signatories and removal of signatories – Previously reported under minute number 1722/16, 1748/16, 1769/16, 1791/16

The Clerk reported that Cllr Smith and Cllr Darlington were now signatories on the Parish Council Account.

- d. Free Business Nectar Card in the name of Hilton Parish Council
This was for information only.

- e. Western Power Distributions – work on the overlay and reinforcement of the electrical cable on the Back Lane Playing Field between 19.09.2016 and 30.09.2016

The Clerk reported that this work was now underway, the site will be walked at the end of the work for any snagging issues. Western Power have agreed to reinstate the land and make good where required. She reported that the contractors had damaged a tree on site and a drain cover but these had already been resolved and sorted out. The damaged bollard by the pavilion would be repaired at the end of the job

- f. Claim for 106 money of £2,935.00 received 106 from planning application 9/2007/1175, The Mill, Mill Lane for the purchase of Goal Posts, nets, hooks, corner flags and line marking machine.

The Clerk reported that this item was for information only.

- g. Finance Meeting preparations and confirmation to hold the finance meeting on 18.01.2017

Resolved: Hilton Parish Council agreed for the Clerk to email the Hilton and Dove Life Magazine a copy of the questionnaire to add to the next edition. This was in relation to what the triangle of land could be used for opposite the skate park.

Resolved: The Finance Meeting was confirmed as 18.01.2016 at the Parish Council Office commencing at 7pm.

- h. Replacement of the memorial tree for Frost

Resolved: Hilton Parish Council agreed to give Cllr Darlington delegated powers to purchase a replacement tree, up to the value of £40.00.

i. Use of the Astro Turf over the School Summer Holidays
This was discussed above under Recreation and Leisure.

j. Waste bins in need of replacing 2 on the Village Hall site and 1 on Main Street Car Park

The Clerk recommended that a budget for this should be added to the budget for 2017/2018.

Resolved: Hilton Parish Council agreed to add replacement litterbins to the budget for 2017/2018.

Resolved: The Clerk to look at if sponsorship is available for litterbins prior to the Finance Meeting.

10. Minute Number 1815/16 - Derbyshire Association of Local Councils

Resolved: Hilton Parish Council noted the following information:

a) Circular 12/2016
DALC ANNUAL EXECUTIVE & AGM

- b) Circular 13/2016
- What does Vote Leave mean for Town & Parish Councils?
 - Derbyshire Dales CVS Seminar - Automatic Enrolment for Employers
 - Chair Skills Training Course

- c) Circular 14/2016
- Appointment of Chief Officer for DALC
 - DALC Annual Executive Committee Meeting And Annual General Meeting
Reminder
– CHANGE OF VENUE
 - Training & Events
 - NALC
 - Information Commissioner's Tool Kit

- d) Circular 15/2016
- Council Tax Referendum Principles
 - New DALC Advice Service - cemeteries and burial grounds
 - Tesco Bags of Help update
 - Neighbourhood Planning

11. Minute Number 1816/16 - Finance

Resolved: Hilton Parish Council approved the following payments including the extra cheque number 003036:

a) Accounts for Payment.

CHEQUE NO	PAYEE	DESCRIPTION	AMOUNT	POWER
003023	HILTON VILLAGE HALL	ROOM HIRE AND ELECTRICITY SUB METER CHARGE	82.44	
003024	SCRIBE 2000 LTD	FINANCIAL SYSTEM SUBSCRIPTION	294.00	
003026	STERILIZING SEVICES	WATER TESTING JULY 2016	68.39	
003027	AUCUBA LANDSCAPES LTD	MAINTENANCE	1530.41	
003028	HERITAGE WOOD	PLAQUES X 3	150.00	
003029	GRANT THORNTON UK LLP	EXTERNAL AUDIT 2015/2016	720.00	
003030	VIKING DIRECT	PRINTING TONER	505.15	
003031	R MASSEY AND SONS	WALL ANCHOR, CHAIN AND PADLOCK	58.47	
003032	STERILIZING SERVICES	WATER TESTING AUGUST 2016	96.59	
003034	Aucuba Landscapes	Village Hall site Maintenance	458.21	
003035	Cromwell	Dustbin bags, hand wipes, multi wipes, spray line marking paint	183.97	
003036	C Orme	Key cutting x 6 keys	22.00	
Card	Viking Direct	Office phone	56.96	
Card	Pitchwork ltd	Goal Posts x 2 sets, nets x 2	2,779.20	

		sets, hooks		
Card	The Soccer Store	Corner flags x	48.95	
Card	PC Pitch Care	Titan Line Marker	690.00	
Card	Grass Mark UK	Grass Line ultra x 5 5ltr and Power Cleaner	202.50	
Card	Royal Mail	P O Box Number	312.00	
Card	B&Q	Toilet Seat Back lane Pavilion	14.95	
CARD	ALDI Stores	Anti-Climb Paint and Brushes for the Astro Turf	15.96	

Resolved: Hilton Parish Council approved the following payments:

- b) Payments by BACS for Salaries, Tax, NIC's, Expenses, including Chq 003025 & 003033 for the Inland Revenue. Pension paid by debit card due to the bank cancelling the DD.**

	Description	Amount
August 2016	Salaries, Tax NICs, any Expenses	£7,838.88
August 2016	NEST Staff Pension	£591.32
Sept 2016	Salaries, Tax, NICs, any Expenses	£7,998.68
Sept 2016	NEST Staff Pension	£591.32

12. Minute Number 1817/16 - Items for Information

Resolved: Hilton Parish Council noted the following information:

- a) SDDC – Press release – Have a sizzling and safe barbecue this Bank Holiday Weekend
- b) SDDC – Press release – Walk your way to better health
- c) SDDC – Press release – Handy Students give events unit a new lease of life
- d) Get Active in the Forest – Trim and Tone ladies only – Every Tuesday Rosliston Forestry Centre from 12 noon £1.50 per person
- e) Get Active in the Forest – Buggy Walk every Wednesday from 10.30am at Sharpe's Pottery
- f) Rosliston Forestry Centre – Last Night of the Proms Saturday 10.09.2016
- g) SDDC – Letter re register of Disclosable Pecuniary Interests
- h) Get Active in the Forest – Bacon Buttie Walk 10.09.2016 from 11am
- i) DCC – Your Derbyshire Magazine
- j) New guide to care and support in Derbyshire

- k) Chesterfield proposals to join Sheffield City Region, What it means for Derbyshire
- l) SDDC – Press release – Offers galore at Swadlincote Shopping Day
- m) SDDC – Press release – Postcode Local Trust Grant for Rosliston Outdoor Learning Shelter
- n) SDDC – Press release – Swimming sensation urges sports awards nominations for 2016
- o) SDDC – Saturday Refuse Freight Service 2016/2017 dates
- p) SDDC – Press release – Swadlincote scarecrow and shopping bonanza
- q) Rosliston Forestry Centre – David Walliams Ratburger 25.08.2016 opening at 3pm tickets £10.00 each
- r) SDDC – Press release – Tasty outdoor theatre treat for children
- s) SDDC – Press release – Council focuses its efforts in dementia friendly community bid
- t) SDDC – Press release – Thousands enjoy play day event
- u) SDDC – Press release – Town Centre PSPO consultation launch
- v) SDDC – Press release – 18,000 homes to get bin stickers message
- w) SDDC – Press release – Tasters, tips, culture and crafts as farmers market celebrates summer
- x) SDDC – Press release – Experience the dark side at Night Watch 2016
- y) SDDC – Press release – Two in a row for Green Flag Award Parks
- z) SDDC – Press release – School's out and summer activities are here
- aa) SDDC – Oyez! Karen unveiled as the first Swadlincote Town Crier
- bb) Residents' complaints re work completed by Persimmon on Bren Way and Egginton Road – Cllr Billings is dealing with all related matters.
- cc) Clerk and Council Direct Magazine September 2016
- dd) SDDC – Press release – Rams All Stars to grace the opening of Melbourne Sports Park
- ee) SDDC – Free Tree Give Away 2016
- ff) SDDC – Orchard Day 2016 part of Swadlincote Food and Drink Festival 14th and 15th October 2016
- gg) DCC – CTP763 External Venue Hire Tender Process
- hh) SLCC – Notice of Annual General Meeting to be held on 14.10.2016 at 4pm
- ii) SDDC – Press release – Free Trees to make a difference in 2016
- jj) SDDC – Press release – Town Centre PSPO goes live
- kk) SDDC – Press release – Global goodies and celebrity chefs as top festival returns for 2016
- ll) DCC – Attachment of Seasonal Decorations to Street Lighting Columns.
- mm) SDDC – Press release – On yer bike – Council Chairman takes charity cycling venture
- nn) SDDC – Press release – Chilli with the Champions at Farmers' market

13. Minute Number 1818/16 - Items for discussion

There was nothing to report.

14. Minute Number 1819/16 - Planning Matters already commented on during August 2016 as per agreement at the July 2016 Meeting – For Information

Resolved: Hilton Parish Council ratified the following comments:

- a) 9/2016/0817 - 8 OTTER STREET HILTON DERBY DERBYSHIRE DE65 5NS - PRIOR NOTIFICATION OF A LARGER HOUSEHOLD EXTENSION WITH EAVES AT 2.2M, A MAXIMUM HEIGHT OF 3.1M AND EXTENDING 4.5M FROM THE REAR WALL AT

Resolved: Hilton Parish Council did not see any real problems as conservatory is in rear garden but information is sparse.

- b) 9/2016/0780 - HEATH COTTAGE SUTTON LANE HILTON DERBY DERBYSHIRE DE65 5FE - THE REMOVAL OF CONDITION 3 OF PLANNING PERMISSION REF: 9/2013/0147 (RELATING TO THE CHANGE OF USE FROM GARAGE TO DWELLING INCLUDING ERECTION OF REAR EXTENSION)

Resolved: Hilton Parish Council have looked at the above original planning application decision and don't see why the following should not still apply. It seems they are just trying to split the property into two again which was not allowed under the original planning application and was rejected as follows: The living accommodation hereby permitted shall be occupied solely by members of the household of Heath Cottage or by domestic staff, and shall not be severed from the main house as a separate and unconnected dwelling.

Reason: Although the erection of an extension to provide additional accommodation to be used in conjunction with the existing dwelling is acceptable, the Council would not normally be inclined to allow the formation of a separate residential unit due to its overbearance and overlooking of Heath Cottage. Since the extension includes all the domestic facilities necessary for the establishment of a separate self-contained unit, the Council hereby seeks to make it clear that separate occupation is not authorised by this permission.

- c) 9/2016/0735 - 13 DOVE RISE HILTON DERBY DERBYSHIRE DE65 5GN - THE ERECTION OF AN EXTENSION AND ALTERATION TO

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

Resolved: Hilton Parish Council ratified the above.

15. Minute Number 1820/16 - Planning Matters for Decision

- a) 9/2016/0908 - 38 WASHFORD ROAD HILTON DERBY DERBYSHIRE DE65 5HN - THE CONVERSION OF THE GARAGE INTO LIVING ACCOMMODATION

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

- b) 9/2016/0896 - 12 CALDER CLOSE HILTON DERBY DERBYSHIRE DE65 5HR - PROPOSED SINGLE STOREY REAR EXTENSION, WITH EAVES OF 2.350 METRES AND MAXIMUM HEIGHT OF 3.450 METRES EXTENDING 8.000 METRES BEYOND THE REAR WALL

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

- c) 9/2016/0750 - SCOUT HUT BLOOMFIELD CLOSE HILTON DERBY DERBYSHIRE DE65 5WA - THE ERECTION OF PART TWO STOREY, PART FIRST FLOOR EXTENSIONS

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

- d) 9/2016/0957 - 20 WEST AVENUE HILTON DERBY DERBYSHIRE DE65 5FY - EXTENSIONS TO FRONT ROOF SLOPE/ ELEVATION

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

- e) 9/2016/0944 - HARGATE LODGE LUCAS LANE HILTON DERBY DERBYSHIRE DE65 5FL - DEMOLITION OF EXISTING OUTBUILDINGS AND CONSTRUCTION OF NEW ORANGERY STRUCTURE

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

- f) 9/2016/0926 - 15 SUTTON LANE HILTON DERBY DERBYSHIRE DE65 5FB - THE ERECTION OF AN EXTENSION/ALTERATION

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

- g) 9/2016/0916 - HILTON BUSINESS PARK 1B HARRISON COURT HILTON DERBY DERBYSHIRE DE65 5UR - THE INSTALLATION OF NEW WINDOWS IN FRONT ELEVATION OF BUILDING AT FIRST FLOOR LEVEL

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

16. Minute Number 1821/16 - Planning Matters for Information

Resolved: Hilton Parish Council noted the following information:

- a) 9/2016/0735 - 13 DOVE RISE HILTON DERBY DERBYSHIRE DE65 5GN - THE ERECTION OF AN EXTENSION AND ALTERATION – HAS BEEN GRANTED

- b) 9/2016/0731 - 21 SHADY GROVE HILTON DERBY DERBYSHIRE DE65 5FX - PROPOSED SINGLE STOREY REAR EXTENSION, WITH EAVES OF 2.3 METRES AND MAXIMUM HEIGHT OF 3.3 METRES EXTENDING 6 METRES FROM THE REAR WALL – PRIOR APPROVAL NOT REQUIRED
- c) 9/2016/0676 - LAND AT SK2530 0390 DERBY ROAD HILTON DERBY DERBYSHIRE - THE CROWN LIFT AND PRUNING OF A COMMON ALDER TREE COVERED BY SOUTH DERBYSHIRE DISTRICT COUNCIL TREE PRESERVATION ORDER NUMBER 394 - DECISION ON AN APPLICATION FOR CONSENT TO CUT DOWN, TOP, LOP, UPROOT OR OTHERWISE DESTROY A TREE OR TREES PROTECTED BY A TREE PRESERVATION ORDER (SECTION 198)
- d) 9/2016/0671 - 32 KYLE ROAD HILTON DERBY DERBYSHIRE DE65 5JY - THE ERECTION OF A SINGLE STOREY REAR EXTENSION AND ALTERATIONS – HAS BEEN GRANTED
- e) 9/2016/0653 - 7 MULBERRY WAY HILTON DERBY DERBYSHIRE DE65 5FR - THE PART CONVERSION OF THE GARAGE INTO UTILITY ROOM – HAS BEEN GRANTED
- f) 9/2016/0610 - 8 WYSTON BROOK HILTON DERBY DERBYSHIRE DE65 5JB - THE ERECTION OF EXTENSIONS – HAS BEEN GRANTED
- g) 9/2016/0597 - LAND AT SK2431 2840 BURNTHEATH LANE HILTON DERBY DERBYSHIRE - PRIOR NOTIFICATION OF AN EXTENSION TO A CATTLE SHED – PRIOR APPROVAL NOT REQUIRED
- h) 9/2016/0532 - WILLOW PIT WILLOWPIT LANE HILTON DERBY DERBYSHIRE DE65 5FN - DEMOLITION OF EXISTING DWELLING AND THE ERECTION OF NEW DWELLING – HAS BEEN GRANTED
- i) 9/2016/0517 - 76 MAIN STREET HILTON DERBY DERBYSHIRE DE65 5GG - CHANGE OF USE OF GROUND FLOOR RESIDENTIAL ROOM INTO A TATTOOING BUSINESS – HAS BEEN GRANTED
- j) 9/2016/0494 - 10 BACK LANE HILTON DERBY DERBYSHIRE DE65 5GJ - THE ERECTION OF EXTENSIONS – HAS BEEN GRANTED
- k) 9/2016/0399 - 66 EGGINTON ROAD HILTON DERBY DERBYSHIRE DE65 5FG - THE ERECTION OF A SINGLE DWELLING – HAS BEEN GRANTED

17. Minute Number 1822/16 - 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 1823/16 - 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, 1710/151727/15,

1744/15, 1761/15, 1573/15, 1624/15, 1640/15, 1643/15, 1667/15, 1726/16, 1730/16, 1756/16, 1777/16, 1799/16 – 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 1824/16 - Architect and Contract information for the Tarmacking of the Parish Council Car Park and Phase 2 of the garage – Previously reported under minute number 1759/16, 1779/16, 1801/16

Resolved: Hilton Parish Council agreed, that when we go out to tender for the tarmacking of the Parish Council Car Park, prior to the Finance Meeting, we should ask the contractors to give us a rough quote for the tarmacking of The Mease Car Park so that we can look at the budget.

20. Minute Number 1825/16 - Staff Appraisals – Previously reported under minute number 1802/16

Resolved: Hilton Parish Council accepted that all Staff Appraisals had now been completed and all appraisals were very good.

21. Minute Number 1826/16 - Staff Pension Scheme

The Clerk reported that the Staff Pension had now been set up and other than the Bank cancelling the Direct Debit and having to pay this initially by card, it seemed to be working ok.

Resolved: Hilton Parish Council agreed to the Clerk paying the pension contributions using the debit card.

The Clerk asked the Parish Council if they would consider paying her accrued Gratuity as per her current Contract of Employment directly into her pension pot now that a Pension had been set up. The Clerk explained that by doing this an amendment would then be made to the Clerks contract to remove gratuity from her contract going forward.

Resolved: The Clerk was asked by the Parish Council to take advice on her gratuity and asked her to consider other options open to her including accepting it now or putting it into an ISA.

22. Minute Number 1827/16 - Maintenance Contract for the shutters to the Parish Council Office and Garage

The Clerk reported that she had received the Maintenance Agreement from Roller Shutter Lintel Systems as the 12 month warranty was due to run out.

The Clerk reported that there were 2 options as follows:

Option 1 – This would include a once yearly service as per details in the maintenance schedule, Cost £400.00 then £30.00 for every unit thereafter per annum. Call outs are charged at a 25% reduction on their standard call out charge of £400.00 i.e. Call out charge £300.00.

Option 2 – This would include extended warranty as per the details in the maintenance schedule, cost £200.00 then £20.00 for every unit thereafter per annum. However this does not include a yearly service. They would only come out when called.

Resolved: The Clerk to contact the company to establish which option would be best for the Parish Council and how long would it take them to arrive if they were called out.

23. Minute Number 1828/16 - Issues with a football team and their current contract for use

The Clerk reported that on Tuesday 30.08.2016 she was required to look through the CCTV to see who had used the Back Lane Junior Pitch and Pavilion without a booking. The reason that this action was required was because the new line marking machine had been used and left with paint in and not cleaned out causing the jets on the new machine to get blocked. On checking the CCTV it was established that it had been a team from the Hilton Old Talbot. The Clerk explained that she contacted them immediately via email asking why they had used the facilities without a booking and leaving the machine in a state. The Clerk invoices the team for £19.00 for using the Junior Pitch and Pavilion and £50.00 for the cleaning of the machine. On 06.09.2016 the Clerk received an apologetic email confirming that it was their team and they would pay the invoice week commencing 12.09.2016, to date this payment has not been received.

The Clerk reported that the new line marking machine had now been chained to the wall and only the people trained to use it would have access in the future.

The Clerk reminded the Parish Council that this was not the first issue with the team, they had already been written to in the past in relation to using the line marking machine to draw male genitalia on the football pitch. The Clerk explained that they had been warned in the past that any further problems may result in them being banned from using Parish Council facilities in the future.

Resolved: The Clerk to email the team informing them that this is their last and final warning, any further issues will result in them being banned from using Parish Council facilities in the future.

Resolved: Hilton Parish Council agreed that a traffic light system should be drawn up for the use of Parish Council facilities.

24. Minute Number 1829/16 - Van Lease Contract

The Clerk reported that the current lease on the van, which runs out in December 2016 is £284.08 excluding VAT.

To replace the van with the same as now on a new lease agreement will cost £229.87 excluding VAT. With a deposit of £689.61.

Resolved: Hilton Parish Council agreed to renew the Van lease for a further 3 years.

25. Minute Number 1830/16 - Date of the next meeting

Resolved: The date of the next Hilton Parish Council Meeting was confirmed as 26th October 2016 at Hilton Village Hall commencing at 7pm for the monthly meeting of Hilton Parish Council.

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