

Hilton Parish Council
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**MINUTES OF THE MONTHLY HILTON PARISH COUNCIL MEETING HELD ON
WEDNESDAY 21ST DECEMBER 2016 AT HILTON VILLAGE HALL COMMENCING
AT 7PM**

Present:

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

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

AGENDA

1. Minute Number 1073/16 - To receive apologies for absence

Resolved: Apologies were received and accepted as follows:

- ***Cllr Hudson due to childcare***
- ***Cllr Spencer due to childcare***

2. Minute Number 1074/16 - Variation of the Order of Business

There were no Variations to the Order of Business.

3. Minute Number 1075/16 - Declaration of Members' Interests.

There were no Declarations of Members Interests.

4. Minute Number 1076/16 - Public Speaking.

Minute Number 1076/16/A – Public Speaking

Members of the Public raised the following matters:

- Mrs Bird explained that she was an accountant, and had attended the meeting to raise the Precept, which over a 10 year period had increased by 346%. She explained that this increase was outrageous and she would not like to see any increase this year. Mrs Bird said that the Parish Council seem to pay a lot of money for supplies for example the lock that was in the cheque list. The Clerk explained that it was a security lock not a normal door handle and lock. Mrs Bird

explained that she does not attend Parish Council Meetings other than when its Precept setting time as she does not see the point of it. She explained that she was a former Hilton Parish Councillor. Cllr Brundish replied that Mrs Bird had raised a good point and this was the point of attending Parish Council Meetings. The Chair replied that the Parish Council do listen and this was the reason why the Precept had not increased during 2016/2017, the Parish Council are conscious that in the Past the Precept had increased substantially. Mrs Bird was asked if she knew how much per household the precept had actually increased by percentage against the housing increasing. Mrs Bird did not know this answer only the answer for the Precept as a whole. The Chair thanked Mrs Bird for her comments and explained that all the Councillors would go through the budget line by line prior to setting the precept for 2017/2018, at the Finance Committee Meeting. He explained that the Parish Council have projects that they would like to achieve but some have been on hold for a few years for this very reason.

- Mrs Bird asked how many Councillors sat on Hilton Parish Council. The Clerk replied that there were 7 current Councillors with 2 Vacancies.
- Mrs Bird asked what was being built by the Parish Council Office. The Clerk replied this was phase 2 a further double garage.

Minute Number 1076/16/B – Police Representatives Report

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

Minute Number 1076/16/C – County Council Representatives Report

Cllr Patten sent her apologies due to illness, there was nothing to report.

The Parish Council members asked Cllr Plenderleith to pass on the Parish Council's best wishes for a speedy recovery.

Minute Number 1077/16/D – District Council representatives Report

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

5. Minute Number 1078/16 - Chairpersons Report

The Chair gave his report as follows:

- In the last couple of weeks there had been a party held at the Village Hall which had caused a few problems, however this was not the fault of the Village Hall committee or staff.
- Season greetings to all, have a great Christmas and a happy New Year.

6. Minute Number 1079/16 - To confirm the monthly minutes of the Hilton Parish Council Meeting held on 30th November 2016.

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

7. Minute Number 1080/16 - Committee Reports

A) Minute Number 1080/16/A - Community Services – To be discussed in full Parish Council Meeting

- Community Information and Publicity.

There was nothing to report.

B) Minute Number 1080/16/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 1080/16/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
- Environmental Issues
- Recycling Facilities
- Dog and Litter Bin Provisions
- Groundsman/Lengthsman's Report

There was nothing to report.

D) Minute Number 1080/16/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 1080/16/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

There was nothing to report.

8. Minute Number 1081/16 - Reports from Councillors that have attended any other Meetings.

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

There was nothing to report.

- Toyota Liaison – **The Chair and Vice Chair**
 - a. **Community Liaison Meeting to be held on 28.02.2016 commencing at 5.30pm to 7pm**

Resolved: The Chair and Vice Chair to attend on behalf of Hilton Parish Council.

- The Mease Management Committee – **To nominate a representative as required**
 - a. Car Park work – email from Andrew Brooks dated 04.12.2016 as follows:

For the past 2 years I've been talking to St Modwen's asking for help with our car park. The main issue, which despite our best efforts is the wear in the gateway and the holes and puddles. I met them onsite last Friday to look at the area concerned and I'm pleased to say they have offered to help. Their offer is better than we had hoped and they are going to level the whole car park to get rid of the holes and therefore puddles, clean it back to the edges to remove weeds and ingress of grass and then dress with a new top coating of stone. It won't be tarmac, but it will be an upgrade on the original 2008 car park. The work will take 3 days and starts at some point this week. The work will be carried out in two halves, ensuring hirers and the Police will always have access to site for their vehicles. The Police have been informed. This is a significant result for The Mease and we are very grateful to St Modwen's for their support.

Cllr Plenderleith asked if she could ask that Hilton Parish Council be included in the Willington Power Station Meetings. She explained that 106 money would be attached to this development. The Clerk replied that this project was currently on hold as they had not managed to obtain the tariff that they required, they could not bid again until this time next year.

Resolved: The Parish Council agreed for Cllr Plenderleith to request that Hilton Parish Council be involved in the meetings in the future.

Cllr Smith reported that there was somebody on Facebook advertising Solar Panels, he was trying to obtain further information of who they were.

- 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. Draft minutes of the meeting held on 02.11.2016

There was nothing further to report.

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

There was nothing to report.

- 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.

9. Minute Number 1082/16 - 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, 1814/16, 1061/16– Clerks Report. Parish Property and documents – Power to receive and retain – Local Government Act 1972 – s.226

There was nothing to report.

- b. Clerks Report - Neighbourhood Planning – Previously reported under minute number 1061/16

Resolved: Hilton Parish Council agreed that they needed a plan of what the Village should look like over the next 10 years.

Resolved: Hilton Parish Council agreed that rather than complete a Neighbourhood Plan, It would be better to revisit and update the Village Plan from 2005.

Resolved: The Clerk to contact Ian Hey at SDDC to establish if there is any funding available to update the Village Plan.

- c. Clerk Report – from a Parish Council to a Town Council – Previously reported under minute number 1061/16

Resolved: Hilton Parish Council agreed to defer this matter and add it to the agenda in the New Year.

Resolved: Hilton Parish Council agreed that this could be added to the Facebook Page to inform residents.

- d. Facebook Page – Previously reported under minute number 1061/16

Resolved: Hilton Parish Council approved for the Parish Clerk to post on Spotted Hilton generic comments, where applicable, for example ask people to message the Clerk directly, ask people to attend Parish Council Meetings, if it's not a Hilton Parish Council matter, give correct details for SDDC or DCC etc.

Resolved: Hilton Parish Council agreed that the Hilton Parish Council Facebook Page should be for posting information.

- e. 05.12.2016 large kitchen knife found on site – reported to the police
There was nothing further to report.

- f. Approval of the Social Media Policy

Resolved: Hilton Parish Council approved the Social Media Policy.

- g. Parish Council Statement – re purpose and powers

Resolved: Hilton Parish Council approved the Statement for the purpose and powers of Hilton Parish Council.

Resolved: The Clerk to look at how to make the statement shorter to add to the Facebook Page.

Resolved: The Clerk to look at providing a map of the areas that Hilton Parish Council own, manage and maintain.

- h. Summer Holiday Provision 24.07.2017 to 24.08.2017

Resolved: Hilton Parish Council agreed for the Clerk to book the 1st week, 3rd week and 5th week, a different activity on each date.

Resolved: The Clerk to advertise the dates and activities once confirmed by SDDC.

Resolved: Hilton Parish Council agreed to look at running some of their own activities during the school 6 week holiday, for example Football, Basketball and keep fit sessions.

- i. Derbyshire and Derby Minerals Local Plan – Site Consultation

Resolved: The Clerk to email the information to all the Councillors as soon as possible.

- j. Puffin Crossing Fault – Being repaired on 22.12.2016
There was nothing further to report.

k. Update on the registering of The Green
 Cllr Darlington reported that The Green had not yet been registered fully as DCC were still trying to obtain a complete map of the ground. It is thought that this process will now be completed in the New Year.

10. Minute Number 1083/16 - Derbyshire Association of Local Councils

Resolved: Hilton Parish Council noted the following information:

A) DALC circular 18/2016

- Internal Audit – Check List and Auditors
- How ‘dreadful’ is the employment future for Town & Parish Councils?
- Stoney Middleton PC - Survey

11. Minute Number 1084/16 - Finance

Resolved: Hilton Parish Council approved the following payments including the addition of cheque numbers 003071, 003072 & 003073

a) Accounts for Payment.

CHEQUE NO	PAYEE	DESCRIPTION	AMOUNT	POWER
003062	Sterilizing Services	Water Testing	376.15	
003063	SDDC	Waste Collection	1,372.42	
003064	Halls Locksmiths Ltd	Repairs to Office Door	263.28	
003065	Viking	Stationery – ink, black and colour, batteries, diary, wall planner, dividers, t roll etc	533.49	
003066	Atlas janitorial	Hand soap, bleach, refuse sacks	41.48	
003067	Cromwell	Mop and bucket, cleaning cloths and scourers, latex gloves	60.90	
003069	Blair Gratton Architects	Professional Fees	759.02	
003070	Aucuba Landscapes	Maintenance	458.21	

003071	APS Security and Fire	Maintenance	174.00	
003072	Fairview Arborists	Tree Maintenance	2,300.00	
003073	Hilton Village Hall	Room Hire	28.99	
CARD	First Fence	Tool for the compound	19.20	

Resolved: Hilton Parish council approved the following payments:

b) Payments by BACS for Salaries, Tax, NIC's, Expenses, Pension - including Chq 003068 for the Inland Revenue.

Description	Amount
Salaries, Tax NICs, Expenses etc	6,266.35
NEST Staff Pension	469.94

12. Minute Number 1085/16 - Items for Information

Resolved: Hilton Parish Council noted the following information:

- a) SDDC – Press release – Festive extravaganza to hit Swadlincote Town Centre
- b) SDDC – Press release – Christmas countdown with a tasty twist
- c) South Derbyshire CVS – Funding Event
- d) SDDC – Press release – Christmas opening hours and waste collection in South Derbyshire
- e) SDDC – Press release – Clear route towards economic success
- f) Derby Community Accountancy Services – Newsletter
- g) Valuation Office Agency – Information on the change to business rates
- h) SDDC – National non-domestic rates from the Valuation Office Agency
- i) SDDC – Campaign to recycle any unwanted or broken electrical items to take place from 02.01.2017 to 19.02.2017
- j) Invitation Don Amott Memorial Hall – AGM to be held on 16.01.2017 commencing at 7pm

Resolved: The Chair agreed to attend the above meeting on behalf of Hilton Parish Council if he was available.

- k) SDDC – Press release – Make recycling part of the Christmas routine
- l) SDDC – Press release – Leader heralds another boom year for South Derbyshire

13. Minute Number 1086/16 - Items for discussion

There was nothing to report.

14. Minute Number 1087/16 - Planning Matters for Decision

- a) 9/2016/1262 - 7 AVON WAY HILTON DERBY DERBYSHIRE DE65 5HB - THE RETENTION OF A CONSERVATORY

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

- b) 9/2016/1205 - 7 AVON WAY HILTON DERBY DERBYSHIRE DE65 5HB - RETENTION OF PART CONVERSION OF INTEGRAL GARAGE INTO LIVING ACCOMMODATION AT

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

- c) 9/2016 0532 - Willow pit lane

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

The Chair reported on the following matters:

- There was an appeal pending for the housing development to the rear of the Mandarin Restaurant.
- The Aldi opening hours had not yet been agreed.

15. Minute Number 1088/16 - Planning Matters for Information

Resolved: Hilton Parish Council noted the following information:

- a) 9/2016/1066 - 109 AVON WAY HILTON DERBY DERBYSHIRE DE65 5AE - THE ERECTION OF AN EXTENSIONS INCLUDING THE PART CONVERSION OF THE GARAGE – **HAS BEEN GRANTED**
- b) 9/2016/0948 - BADGER FARM WILLOWPIT LANE HILTON DERBY DERBYSHIRE DE65 5FN - CREATION OF A NEW DOMESTIC VEHICLE ACCESS AND DRIVEWAY – **HAS BEEN GRANTED**
- c) 9/2016/0944 - HARGATE LODGE LUCAS LANE HILTON DERBY DERBYSHIRE DE65 5FL - DEMOLITION OF EXISTING OUTBUILDINGS AND CONSTRUCTION OF NEW ORANGERY STRUCTURE WITH SWIMMING POOL – **HAS BEEN GRANTED**

16. Minute Number 1089/16 - 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 1090/16 - 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, 1777/16, 1799/16, 1823/16, 1069/16 – 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 1091/16 - 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, 1824/16, 1070/16

The Clerk reported that the Phase 2 work had started to build the 2 extra garages.

The Clerk reported that the Tenders for the tarmacking of the Parish Council Car Park had been sent out and would be received back by 06.01.2017. The Clerk would then email the information to the Councillors ready for the Finance Committee Meeting.

19. Minute Number 1092/16 - Clerk Gratuity

The Clerk after taking advice, asked Hilton Parish Council if they would accept a one off payment from Linton Parish Council of £3,500.00 for her accrued gratuity for Linton Parish Council. For Hilton Parish Council to pay the same directly into the Clerk's Nest Pension pot on behalf of Linton Parish Council.

Resolved: Hilton Parish Council agreed to accept a one off payment from Linton Parish Council of £3,500.00, once received Hilton Parish Council would pay £3,500.00 directly into the Clerk's Nest Pension pot.

20. Minute Number 1093/16 - Date of the next meeting

Resolved: The date of the Hilton Parish Council Finance Committee Meeting was confirmed as 18th January 2017, commencing at 7pm at the Hilton Parish Council Office.

Resolved: The date of the next Hilton Parish Council Meeting was confirmed as 25th January 2017 at Hilton Village Hall commencing at 7pm for the monthly meeting of Hilton Parish Council.

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