

**Hilton Parish Council**  
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Date: 17.07.2018

**You are hereby summoned to attend the next Meeting of Hilton Parish Council to be held at 7pm on Wednesday 25<sup>th</sup> July 2018 at Hilton Village Hall.**

**Members of the Public and Press are welcome to attend. Members of the Public may make representation to the Council under item 5 Public Speaking according to the Council's Standing Orders**

Yours sincerely

*CM Orme*

Mrs Clare Orme  
Clerk to Hilton Parish Council

#### **AGENDA**

- 1. To receive apologies for absence**
- 2. Co-option of a Councillor**
- 3. Variation of the Order of Business**
- 4. Declaration of Members' Interests.**
  - a) Register of Interests: Councillors are reminded of the need to update their Register of Members Interests Forms
  - b) To declare any Personal and Prejudicial Interest in items on the agenda and their nature. (Councillors with a Prejudicial Interest must leave the room at the relevant items). Where a member indicates they have a prejudicial interest but wish to make representation regarding the item before leaving the meeting, those representations must be made under item (c) Public Speaking below.
- 5. Public Speaking.**
  - a) At the start of the meeting a period of not more than fifteen minutes will be made available for members of the public and members of the Council to comment on **any matter already on the agenda.**
  - b) If the Police Liaison Officer, a County Council or District Council Member is in attendance they will be given the opportunity to raise any relevant matter. Members of the Council however will restrict Police matters they raise to those relating to their Council Ward.
  - c) Members declaring a prejudicial interest who wish to make representation or give evidence under the Code of Conduct relating to Agenda items shall do so at this stage.
- 6. Chairpersons Report**
- 7. Cllr Cuddington – Signing of the Acceptance of Office Form and review of the Declaration of Members Interest form**
- 8. To confirm the minutes of the Hilton Parish Council Meeting held on 27<sup>th</sup> June 2018.**
- 9. Neighbourhood Development Planning – Cllr Cuddington & Cllr Brundish**
  - a) Minutes of the meeting held on 09.07.2018

- b) Traffic Survey update – Cllr Cuddington
- c) Approval of the system for income and expenditure for the NDPG against the Grant Monies received

**10. Communication**

- a) **Confirmation of dates and venues for the Hilton Village Hall Coffee Mornings and Parish Forums**
- b) **Public Meeting with DCC re Main Street issues**
- c) **Engagement with other Groups**

**11. Reports from Councillors that have attended any other Meetings.**

**12. Parish Council Committees**

- a) **Approval of 3 Councillors to sit on the Planning/Highways Committee**
- b) **Approval to have an Engagement Committee and approval of which Councillors will sit on this committee.**

**13. Clerk's Reports**

- a) Update regarding the School Crossing Patrol – Previously Reported under minute number 2161/18, 2216/18, 2238/18
- b) Update on the Village Clock – Previously reported under minute number 2161/18, 2178/18, 2216/18, 2238/18
- c) Update Derbyshire Lamp post poppies campaign and the approval of which Councillors will meet representatives of the Royal British Legion with Cllr Darlington at 10am on 30.07.2018 – Previously reported under minute number 2178/18, 2216/18, 2238/18
- d) Back Lane Pavilion – hand dryers and installation – Previously reported under minute number 2216/18, 2238/18
- e) Hilton Youth Group – Request for storage previously reported under minute number 2238/18
- f) DCC – Community Involvement Scheme – Previously reported under minute number 2238/18
- g) Approval of the Tree and Hedge Management Policy
- h) Approval of the Hilton Parish Council Data Breach Policy
- i) Approval of the Hilton Parish Council Training Log
- j) Approval of the Hilton Parish Council Data Log
- k) Approval of the Model Publication Scheme Policy to replace the version adopted May 2018
- l) DCC – Bus Strategy
- m) SDDC – Draft Statement of Community Involvement
- n) DCC – Consultation on the third cushion on Main Street
- o) Parish Council Website
- p) Update - Cllr Darlington and Groundsman meeting with the Derbyshire Wildlife Trust
- q) Grounds Maintenance and Hedge Cutting Contract – Tender documents being drawn up
- r) Tennis Nets

**14. Derbyshire Association of Local Councils**

- a) **DALC Circular 09/2018**
- **Launch of the Derbyshire Excellence Awards for DALC Member Local Councils: Call for Entries**
- **Derbyshire Dales District Council Consultations**
- **Launch of the Great British High Street Award**
- **Government announces new powers for councils to deliver homes for local families**
- **Local Government Association (LGA) Councillor workbooks**

- Updated Legal Topic Note – Procurement
- Legal Briefing L08-18 – Data Protection Fee
- Community Infrastructure Levy (CIL) Survey

**15. Finance**

**a) Accounts for Payment.**

CHEQUE NO	PAYEE	DESCRIPTION	AMOUNT	POWER
003307	Hilton Village Hall	Room Hire and Electricity for Street Lighting HVH Site	179.25	
003308	Kitchen and Bedroom Warehouse	Balance for the Refurbishment of the Kitchen equipment	2,641.00	
003309	Aucuba Landscapes	Monthly Maintenance and Football Pitch Maintenance	2,109.18	
003310	Sterilizing Services Ltd	Water Testing PC Office and Back Lane Pavilion	68.39	
003311	Hilton Youth Group	Parish Council small grant – Transport costs	318.00	Section 137
003312	R Massey and Son Ltd	Grass Seed, paint and Brushes	44.45	
003314	SDDC	Trade Waste Collection x 2 bins	830.19	
003315	Cancelled			
003316	Cromwell	Cleaning Supplies	32.28	
003317	Aucuba Landscapes Ltd	Maintenance VH Site	479.99	
BACS	Cherry Tree Picture Frames	Banner for Party on the Park	15.00	

**b) Payments by BACS for Salaries, Tax, NIC's, Expenses, Pension - including Chq 003313 for the Inland Revenue**

Description	Amount
Salaries, Tax NICs, Redundancy, Expenses etc	£9,417.32
NEST Staff Pension	£660.36

**c) Approval of the accounts from 01.04.2018 to 29.06.2018**

**Other Expenditure**

Voucher	Code	Date	Cheque No	Supplier	Total
53	HR Fees	23/04/2018	DD	Personnel Advice & Solutions Ltd	120.00
61	Van	30/04/2018	DD	Toyota	239.24
62	Electricity	01/05/2018	DD	Eon	92.00
63	Electricity	01/05/2018	DD	Eon	267.00

64	General Admin	02/05/2018	DD	Santander	64.00
65	Van	10/05/2018	DD	UK Fuels Ltd	25.01
66	Misc Maintenance	10/05/2018	DD	UK Fuels Ltd	12.14
67	Van	15/05/2018	CARD	HKS Retail Ltd	26.69
68	HR Fees	22/05/2018	DD	Personnel Advice & Solutions Ltd	120.00
75	Van	31/05/2018	DD	Toyota	239.24
76	Electricity	01/06/2018	DD	Eon	252.00
77	Electricity	01/06/2018	DD	Eon	114.00
78	Telephone	04/06/2018	DD	British Telecommunications	203.94
79	Van	11/06/2018	DD	UK Fuels Ltd	1.20
81	HR Fees	22/06/2018	DD	Personnel Advice & Solutions Ltd	120.00
88	Back Lane Pavilion Maint	03/04/2018	DD	Eon	267.00
89	Van	03/04/2018	DD	Toyota	239.24
90	Electricity	03/04/2018	DD	Eon	92.00

### Other Income

Voucher	Date	Receipt No	Description	Customer	Total
1	06/04/2018	001	Astro Turf Hire	Name Removed	30.00
2	06/04/2018	001	Astro Turf Hire	Name Removed	70.00
3	09/04/2018	002	Football Pitch Hire	Hilton Athletic	23.00
4	13/04/2018	003	Astro turf Hire	Name Removed	100.00
5	13/04/2018	004	Wayleave	Western Power Distribution	8.05
6	13/04/2018	005	Contribution towards the Clock	Toyota Manufacturing	500.00
7	20/04/2018	006	Football Pitch Hire	KINGS HEAD FC	46.00
8	20/04/2018	009	Astro Turf Hire	Name Removed	156.00
9	20/04/2018	008	Football Pitch Hire	Hilton Harriers	12.00
10	20/04/2018	007	Astro Turf Hire	Little Stars	60.00
11	11/05/2018	010	Astro Turf Hire	JOHN PORT OLD BOYS	182.00
12	11/05/2018	011	Astro Turf Hire	Name Removed	76.00
13	18/05/2018	012	Football Pitch Hire	Hilton Athletic	92.00
14	01/06/2018	013	Astro Turf Hire	Name Removed	130.00
15	01/06/2018	014	Football Pitch Hire	AFC HILTON	19.00
16	04/06/2018	018	Astro Turf Hire	JOHN PORT OLD BOYS	100.00
17	01/06/2018	017	Football Pitch Hire	Hilton Harriers	12.00
18	04/06/2018	016	Astro Turf Hire	Little Stars	68.00
19	04/06/2018	019	Astro Turf Hire	Name Removed	24.00
20	04/06/2018	015	Football Pitch Hire	KINGS HEAD FC	154.00
21	05/06/2018	020	Plaque, engraved & fitting	Name Removed	75.00
22	22/06/2018	021	Astro Turf Hire	Name Removed	286.00
23	18/06/2018	023	Astro Turf Hire	Name Removed	100.00
24	19/06/2018	022	Football Pitch Hire	AFC HILTON	12.00
27	29/06/2018	025	Astro Turf Hire	JOHN PORT OLD BOYS	100.00

29	13/04/2018	027	Precept and Support Grant	South Derbyshire District Council	85,000.00
30	13/04/2018	027	Support Grant	South Derbyshire District Council	5,484.00
31	29/06/2018	028	Precept Second Payment	South Derbyshire District Council	85,000.00
32	02/05/2018	003259	Parish Allowance	Cllr S Cooper	416.00
33	29/06/2018	Chq not cashed out of date	Cancel chq 003184	Personnel Advice & Solutions Ltd	120.00

#### 16. Items for Information

- a) Hilton Youth Group – Thank you letter for agreeing to fund the transport for a trip from Section 137.
- b) Heather Wheeler MP – Pledge of support to NFU's Rural Crime Reporting Line
- c) Clerk & Council Direct Magazine July 20187
- d) SDDC – War Memorial Grant Scheme UK
- e) Personal Advice and Solutions – Employment Law Update June 2015
- f) Active South Derbyshire – Summer Activities 2018
- g) SDDC – Adult Activities Brochure 2018
- h) DCC – Action Grants cash for community activities
- i) SDDC – What's on in South Derbyshire and the National Forest Summer 2018 brochure

#### 17. Planning Matters for Decision

- a) 9/2018/0641 - FOLLYFOOT FARM BURNTHEATH LANE HILTON DERBY DERBYSHIRE DE65 5FE - CHANGE OF USE OF A FORMER AGRICULTURAL BUILDING TO DWELLINGHOUSE (USE CLASS C3) ALONG WITH CHANGE OF USE OF LAND TO PROVIDE AS DOMESTIC GARDEN
- b) Third Revolution Project – Proposed New Development – Hoon Hey Far – Small-scale part-time gas-powered electricity facility – **THERE IS CURRENTLY NO LIVE PLANNING APPLICATION AT PRESENT**

#### 18. To consider a resolution under the Public Bodies (Admission to Meetings Act 1960) to exclude members of the Public.

#### 19. Update on correspondence received, hand delivered to the Chair and advice taken - Previously reported under minute number 2225/18, 2244/18

#### 20. Staff Matters – Assistant Clerk

#### 21. Communication between Councillors and Staff

#### 22. Internal Audit/Auditor

#### 23. Date of the next meeting

The date of the next monthly Hilton Parish Council Meeting is to be confirmed as 26<sup>th</sup> September 2018 at Hilton Village Hall commencing at 7pm.