

**Hilton Parish Council**  
PO BOX 8094, Swadlincote, Derbyshire. DE11 1FR  
Tel: Office 01283 730969  
Email: [clerk@hiltonparishcouncil.org.uk](mailto:clerk@hiltonparishcouncil.org.uk)  
Website: [www.hiltonparishcouncil.org.uk](http://www.hiltonparishcouncil.org.uk)

**MINUTES OF THE MONTHLY HILTON PARISH COUNCIL MEETING HELD ON  
WEDNESDAY 19<sup>TH</sup> DECEMBER 2018 AT HILTON VILLAGE HALL COMMENCING  
AT 7PM**

**Present:**

Cllr Cooper (in the Chair)  
Cllr Hudson, Cllr Darlington and Cllr Cuddington

1 District Council Representatives, 1 County Council Representative and 16 Members of the Public attended the meeting.

The Clerk to Hilton Parish Council was recording the meeting for the purpose of the minutes, Cllr Cuddington also stated that he was recording the Meeting.

**AGENDA**

**1. Minute Number 3012/18 - To receive apologies for absence**

***Resolved: Apologies were received and accepted as follows:***

- ***Cllr Smith due to other commitments***
- ***Cllr Johnson-Beale due to illness***

**2. Minute Number 3013/18 - Co-option of a Parish Councillor – Steven Pardner**

The Clerk confirmed that Mr Steve Pardner qualified for the position of Hilton Parish Councillor.

Cllr Cuddington asked Mr Steve Pardner what his background was:

Mr Steve Pardner replied as follows:

- Son of a Coalminer
- Joined the Royal Marines and served in the Far East and Northern Island
- Joined Derbyshire Police Force and spent 27 years in the force 23 of them as a CID Officer
- Joined Trent and Dove as a support worker helping the over 55's with their finances etc.

Cllr Cuddington asked what are your particular interests to pursue by joining the Parish Council.

Mr Steve Pardner replied:

- It's a nice clean friendly village.

- Lots of people here tonight that are involved in looking after different groups.
- The area that swung it for me was the Memorial Service on the Memorial Meadow, there were a lot of people in attendance.

***Resolved: That Steve Pardner be co-opted onto Hilton Parish Council with immediate effect.***

***Resolved: In accordance with the Local Government Act 1972 Cllr Pardner read and signed the Declaration of Acceptance of Office before the Clerk and completed his Register of Members Interest Form.***

### **3. Minute Number 3014/18 - Variation of the Order of Business**

There were no Variations to the Order of Business.

### **4. Minute Number 3015/18 - Declaration of Members' Interests.**

There were no Declarations of Members Interests.

### **5. Minute Number 3016/18 - Public Speaking.**

#### **Minute Number 3016/18/A – Public Speaking**

Members of the public raised the following matters:

- My name is Sian Davies and I am the Chair of the Neighbourhood Plan Steering Group, I've been involved since February and Volunteered because I am passionate about the village that I live in and its future. I was heartened by the Neighbourhood Plan survey where almost 1000 other members of the village also demonstrated their passion and interest in the future of the village. I'd like to ask 4 questions:
  - Why did the Clerk cancel the meeting between two members of the SG and officers of SDDC at short notice, it was scheduled for yesterday? Under our Terms of Reference, the SG has full delegated authority to arrange such meetings in pursuit of its objectives.
  - Secondly why did the Clerk not have the courtesy to inform the SG (through the Chair) of her decision and the reason for it? This decision has put back the working of the SG by at least a month for no apparent reason.
  - The Steering Group is fully aware of the requirements of the GDPR and is operating accordingly. We have taken all necessary steps to safeguard the personal information we hold. So why has the item relating to an alleged data breach been put in exempt section of the agenda.
  - Finally, why does it feel like the Parish Council are doing everything they can to put barriers in the way of the Neighbourhood Plan when they should be supporting the interests of the village and the community they live in?

- The Steering Group meets on the second Monday of each month at 7.30pm at the Village Hall and anyone is welcome to attend.
- A copy of the Statement was given to the Clerk for the minutes as above.

The Chair replied that this matter was on the agenda tonight under exempt for the Parish Council to discuss. The questions would be taken away and answered at a later date, following the right and proper process.

- Numerous other items were raised by members of the public in relation to this matter including the cancelling of the meeting, Terms of reference for the Group, Legal Advice taken by the Clerk, confirmation that the meeting with SDDC had been postponed not cancelled.
- The Council were asked to confirm if they were 100% behind the Neighbourhood Plan or not.

The Chair, Councillors and Clerk replied absolutely the Council are 100% behind the Neighbourhood Plan.

Cllr Cuddington stated that despite what would be discussed in the exempt part of the meeting his intention was to re-fix the meeting with SDDC.

- During Public Speaking the Council and the Clerk were also accused of Financial impropriety by a member of the NPSG Committee.

The Chair asked the person who raised this to explain their allegation but they failed to do so.

- A resident raised the bins on the Street on Derby Road and said that the Lengthsman were not doing their job as they should move these.

### **Minute Number 3016/18/B – Police Representatives Report**

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

### **Minute Number 3016/18/C – County Council Representatives Report**

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

- The Parish Council is entitled to hold Parish Meetings but cannot make resolutions
- On 15.12.2018 Cllr Billings and Cllr Patten held a litter pick, despite this being advertised nobody else was in attendance. They collected 6 bags of rubbish from around the A516 area.
- Cllr Patten and Cllr Billings had held a Councillor Surgery at Hilton Brook, due to them not being able to attend the Parish Forums. Several residents attended and a few issues were raised. Their next Councillor Surgery would be held on 12.01.2018 at 11am to 12 noon at the Salt Box to include Hatton.
- 17.12.2018 Public Meeting held at the Village Hall with the Neighbourhood Plan Steering Group Committee and Officers from DCC after the results of the Traffic Survey, there were lots of questions from residents.
- Cllr Patten would be attending a Highways cabinet Meeting on 20.12.2018, the petition from residents will be formally accepted at that meeting. The third hump proposal will also be discussed and she will suggest that this be put on hold for

the time being. She will also put forward the views from the Public Meeting on 17.12.2018.

- Cllr Patten would be having a meeting on 18.01.2019 with the Spencer Academy Trust after they made a formal approach to her.
- Cllr Patten and Cllr Billings were in the process of arranging a meeting with St Modwen's in the New Year, regarding the linking up of the pathways and other issues.
- Cllr Patten had been passed some photographs of the state of the drains on Uttoxeter Road, she would report these in at DCC for cleaning.
- Cllr Patten had information on the DCC Action Grant which she would post on Facebook and Twitter
- Cllr Patten wished everyone a Merry Christmas and a peaceful New Year.

### **Minute Number 3016/18/D – District Council Representatives Report**

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

- SDDC are investigating the temporary signage at the Nursery on Main Street.
- Bins on the street on Derby Road, the Neighbourhood Wardens cannot take any action as reported at the last meeting because they are not causing an obstruction and there is no environmental issue. The first step would be to write to the residents concerned and the Parish Council may wish to do this.

Cllr Hudson asked Cllr Billings about the replacement of the play equipment at the Village Hall Site. Cllr Billings replied that he had spoken to the Planning Department and there was £28k of 106 money left over from the Egginton Road Development. If that money is there, they will issue the Parish Council with a form to Claim the money.

- One of the issues which would be raised at the St Modwen meeting would be the path behind the Foss Road Development which is closed off either end. This area was still in the hands of the developer but was in the process of being adopted.
- It was reported on Spotted Hilton that there had been fly tipping on Willowpit Lane, this was cleaned up on Monday morning.
- Cllr Billings had received a report from a resident re waste on Knotthill Road, he would report this to SDDC.

### **6. Minute Number 3017/18 - Chairpersons Report**

The Chair gave his report as follows:

- Presentation of a certificate from the Derbyshire Association of Local Council for second place Councillor of the Year 2018 regarding her work on the Poppy Appeal.
- The Christmas Tree on Roma's Garden supplied by Party on the Park and the switching on of the lights after the PTFA Christmas Fayre looks good.

- The Remembrance Service held on the Memorial Meadow and at Hilton Village Hall was well supported, there have been comments for the Parish Council to look at doing this every year.

**7. Minute Number 3018/18 - To confirm the minutes of the Hilton Parish Council Meeting held on 24<sup>th</sup> October 2018.**

***Resolved: The Minutes of the Hilton Parish Council Meeting held on Wednesday 24<sup>th</sup> October 2018, were approved and signed as a true record.***

Cllr Cuddington said that he was not in agreement of the approval of the September 2018 Parish Council Minutes approved on 24<sup>th</sup> October 2018 in his absence. This was in relation to his apology to the Clerk.

***Resolved: Hilton Parish Council noted his comments.***

**8. Minute Number 3019/18 - Clerk's Reports**

- a) Update on the Village Clock and Approval of the Annual Service Agreement and ratification of the press release for Derby Evening Telegraph – Previously reported under minute number 2161/18, 2178/18, 2216/18, 2238/18, 2262/18, 2784/18, 2798/18

***Resolved: Hilton Parish Council agreed that the Clerk should contact Smith of Derby to question if lifting equipment would be required for the service of the clock over 2 meters high as the clock faces were 3 meters above the ground. The Clerk to ask if this can be included in the cost of £184.00 per year ex VAT so that there were no unbudgeted costs.***

- b) Approval to purchase a desk top computer with antivirus package and office system for the Admin Assistant – Previously reported under minute number 2784/18, 2798/18

The Clerk had not had time to chase up the prices, there was nothing to report.

- c) Update Memorial Meadow transfer of land or a long-term lease agreement – Previously reported under minute number 2784/18, 2798/18

Cllr Darlington gave her report as follows:

- She had spoken to Cllr Billings about 6 weeks previously to find out about the proposed lease agreement but he had not got back to her yet.
- She had also spoken to Karen Beavin at SDDC and outlined the Parish Council's proposal for the Memorial Meadow to come into the Parish Councils stewardship.
- Bernard Sheridan at SDDC was also on board with this, however the proposal had seemed to have stalled as it was sat in the bottom of somebody's in-tray at SDDC as its not an urgent matter. He is quite happy to take this forward to committee but he does not know if he will need to write the report, there is was formal process to follow.
- She had also been speaking to Matt Buckler at the Derbyshire Wildlife Trust to draw up a plan for the areas on the open space plan. Matt would like to ask the Parish Council to hold a community consultation regarding what residents would

like to do with green spaces, he would come back to Cllr Darlington to let us know what they would/could do for us.

**Resolved: Hilton Parish Council agreed for Cllr Darlington to continue with trying to obtain a lease agreement from SDDC for the Memorial Meadow and to continue with conversations with the Derbyshire Wildlife Trust.**

**Cllr Darlington to liaise with Cllr Cuddington to make sure any information lines up with the Neighbourhood Plan.**

- d) Tree Report and felling of the Ash Tree on the Back Lane Field – Previously reported under minute number 2784/18, 2798/18

**Resolved: Hilton Parish Council agreed that the Clerk should clarify the inspection date quoted on page 46 as it was quoted as November 2019.**

**Resolved: Hilton Parish Council agreed for the Clerk to obtain 3 quotes for the work to be completed as raised in the tree report.**

The Clerk reported on the Ash Tree that was due to be felled on Back Lane on 03.12.2018. The work had been stopped in favour of removing the dead wood only, on instruction of the Tree Officer. If the tree then comes down in high winds injuring somebody, the Clerk had been assured that it was the Tree Officers liability and not the Parish Councils due to the report being completed and it being on his say so.

- e) Self-close gate cost to replace £1,535.00 ex VAT - Village Green Childrens Play Area on Main Street – Previously Reported under minute number 2798/18

Cllr Cuddington asked if anybody had been to look at the gate, he had taken photographs, which he showed around the table. He said that the current gate was perfectly serviceable as a gate, the closing mechanism was missing.

**Resolved: Hilton Parish Council agreed for the Clerk in the first instance to check with Zurich who had requested a self-close gate in relation to the legalities of it being repaired against replacement as they raised the issue in a report.**

Cllr Cuddington said that if the insurance company says no to the repairs, then he wants this to come back to the next Parish Council Meeting with an explanation as to why.

- f) Zurich Risk Assessment Report Hilton Village Hall Site – Email from SDDC 09.11.2018

The Councillors had all received a copy of the email, there was nothing further to report.

- g) Updated on the CCTV repairs – Previously reported under minute number 2798/18

The Clerk reported that there was still a problem with the CCTV and she was awaiting a visit from the engineer.

- h) SDDC – Free trees Rosliston Forestry Centre on 29.11.2018

The Clerk reported that Hilton Parish Council had been given over 100 trees.

- i) SDDC – Community Payback work for the winter months, including path clearance, litter picking, indoor decorating

**Resolved: Hilton Parish Council agreed that it would be great if they could help out with anything that they could do.**

- j) Directory of where defibrillators are in the village and what geographical area, they cover

It was reported that there was a defib at Hilton Village Hall, The Mease Pavilion, The Hilton School and Hilton House Hotel.

- k) Request from Hilton Cricket Club for Hilton Parish Council to be involved in a series of world cup themed events between 7<sup>th</sup> and 9<sup>th</sup> June 2019 to celebrate the Cricket World Cup coming to England to make it a real community event

**Resolved: Hilton Parish Council agreed to be involved in the series of World Cup Themed Events with the Cricket Club. The Clerk to let them know.**

- l) Parish Council small grant scheme and advertising

**Resolved: The Clerk to advertise the Grant Scheme on the Parish Councils Facebook Page.**

- m) Ratification - Donation of £30.00 gift card section 137 for the raffle at the Christmas Fayre

**Resolved: Hilton Parish Council ratified the donation of a £30.00 gift card for the PTFA Christmas Fayre as a raffle prize.**

- n) Approval for Party on the Park to be held on 06.07.2019 - approval to use the Back Lane Field, Astro Turf, The Parish Council Car Park and the area around the Skate Park

**Resolved: Hilton Parish Council approved Party on the Park on 06.07.2019 and approved the use of the facilities as listed. The Clerk to ask Party on the Park for a plan and a copy of the public liability cover to cover the event when relevant.**

- o) Insurance Cover for the Christmas Tree on Roma's Garden for Party on the park – Parish Council insurance does not cover this

This had been insured by Party on the Park.

- p) Confirmation that the Councils Insurance has been updated to include the Village Clock

There was nothing further to report.

- q) Request from Hatton PC to join forces to tackle Dog Fouling – Would the Parish Council be willing to contribute towards the cost of 40 posters

**Resolved: Hilton Parish Council did not agree to participate in the cost of the posters.**

- r) Permission to use the Back Lane Field for free of charge boot camp sessions

**Resolved: Hilton Parish Council agreed to a 3 months trial.**

**Resolved: A copy of his public liability insurance will need to be given to the Clerk.**

**Resolved: Assurance will need to be given to the Parish Council that there will be no charge to people joining the sessions now or in the future.**

**Resolved: The Council would like to have a chat with the person wanting to use the facilities free of charge.**

- s) Hilton Youth Group Grant £318.00 given on 25.07.2018 spend to date £225.00. They would like permission to retain the difference and would ask the Council to confirm if this still needs to be spent on transport and by July 2019.

**Resolved: Hilton Parish Council approved for the Hilton Youth Group to retain the difference to their grant, to be spent on anything that they feel appropriate/reasonable, it does not have to be spent on transport costs.**

- t) SDDC – Summer Holiday Provision 22.07.2019 to 23.08.2019

**Resolved: Hilton Parish Council approved 1 session per week for 5 weeks. The Clerk to sort this out.**

**9. Minute Number 3020/18 - Planning & Highways Committee – Cllr Cooper, Cllr Smith and Cllr Cuddington**

- a) SDDC – Consultation: draft Local Green Spaces Plan consultation from 08.10.2018 to 5pm on 19.11.2018 – ratification of comments submitted on 16.11.2018 as per the Clerks emails

**Resolved: Hilton Parish Council ratified the comments agreed by the Councillors via email and filed with SDDC on 16.11.2018.**

**10. Minute Number 3021/18 - Other Planning Matters for Decision**

There was nothing to report.

**11. Minute Number 3022/18 - Engagement Committee – Cllr Hudson, Cllr Darlington, Cllr Johnson-Beale, Cllr Cuddington**

- a) Update and ratification on spend as per complete budget of £250.00 - £236.80 spent inc. VAT

**Resolved: Hilton Parish Council ratified the above spend.**

The Clerk reported that on Remembrance Day a total of £457.30 was collected for the Poppy Appeal at the Village Hall.

**12. Minute Number 3023/18 - Neighbourhood Development Planning – Cllr Cuddington**

- a) Minutes of the meeting held on 12.11.2018

There was nothing further to report.

b) Minutes of the meeting held on 10.12.2018

There was nothing further to report.

Cllr Cuddington asked if the Council wanted further elaboration on the minutes, the offer was not taken up.

c) Traffic Survey update – Cllr Cuddington

Cllr Cuddington gave his report as follows:

- They did not have a meeting in November 2018.
- In relation to the Traffic Survey at the October meeting not all questions had been answered but they were answered by 19.11.2018, so the information could be completed.
- The information was given to the meeting on Monday night, Cllr Cuddington agreed to email this information to the Parish Councillors.
- The biggest items raised on the report was how much traffic goes through Main Street, how much traffic goes through The Mease, how many HGV's and speeding. Three times as much traffic goes through Main Street against The Mease and as many HGV's use Main Street as The Mease, however some may need access.
- Average speed is within the speed limits. Over 50mph recorded on Main Street.
- At night the number of vehicles exceeding the speed limit goes up to 18% and on The Mease, during the day 55% exceed the speed limit but at night this drops to 52%.
- At the Public Meeting people wanted to know what DCC were going to do to stop this on Main Street, how they encourage people to use The Mease and what calming measures were required.
- Cllr Cuddington said at the Public Meeting that if anyone had any specific questions there was lots of data, ask the question and he will look.
- The new school was raised and if DCC were looking at reducing the speed to 20mph. This was raised at the Public Meeting and with the Neighbourhood Plan Survey.

**13. Minute Number 3024/18 - Reports from Councillors that have attended any other Meetings.**

a) **Minutes of The Mease Management Committee Meeting held on 03.11.2018**

There was nothing further to report.

**b) Letter received from The Police & Crime Commissioner in relation to the state of The Mease car park and the height barrier signage**

**c) Update from The Mease Committee re item b above**

The Clerk reported that remedial work had taken place on the car park and the height barrier would be sorted shortly.

d) Invitation for Hilton Parish Council Representatives to attend the Village Hall AGM on 28.01.2019 at 7pm In the small hall  
**Resolved: Cllr Cooper, Cllr Pardner and Cllr Cuddington agreed to attend the Village Hall AGM on 28.01.2019.**

**14. Minute Number 3025/18 - Derbyshire Association of Local Councils**

**Resolved: Hilton Parish Council noted the following information:**

- a) DALC Circular 15/2018
- DALC Spring Seminar 2019
  - Clerk Essential Training – 10 January 2019 – 10am – 12.30pm, Cromford
  - General Power of Competence Update
  - Exemption of Public Toilets from Business Rates – Support requested
  - Subscription fees 2019/20
  - Latest Guidance on Accessibility to Websites and Mobile Devices
  - NALC Digital Mapping Toolkit
  - Weather Ready

**15. Minute Number 3026/18 - Finance**

**Resolved: Hilton Parish Council approved the following cheques including the additions of cheque numbers 003383 and 003384 inclusive and the Bacs payment to Carrbrook Garden Machinery:**

**a) Accounts for Payment.**

CHEQUE NO	PAYEE	DESCRIPTION	AMOUNT	POWER
003356	Western Power	Connection of Village Clock	508.38	
003357	Gordon Brown Law Firm	Legal Fees	1440.00	
003358	Zurich Municipal	Van Insurance	628.30	
003359	Rainbow Waste Management Co Ltd	Waste Collection x 3 bins	172.80	
003360	Aucuba Landscapes Ltd	Ground maintenance – Spiking of Pitches, Roma's Garden and The Village Green.	457.92	

003361	Cromwell	Refuse sacks and winter gloves	124.71	
003362	R Massey and Son Ltd	Combo Locks x 3	109.97	
003363	Cancelled			
003364	B Wood	Interim Audit 2018/2019	106.20	
003365	Heritage Wood	Plaque	50.00	
003366	Sterilizing Services Ltd	Water Testing September & October	136.78	
003367	Aucuba Landscapes Ltd	Maintenance VH Site	479.99	
003368	Hilton Village Hall	Room Hire	23.86	
003370	R Darlington	Rose Petals, napkins, paper plates and cups for Remembrance event	113.98	
003371	G Rice	Website/email hosting and maintenance	50.00	
003372	Heritage Wood	Plaque	50.00	
003373	Yee Group Ltd	Fire Extinguisher Service Office	60.60	
003374	Aucuba Landscapes	Maintenance	190.66	
003375	Hilton Village Hall	Room Hire	39.76	
003376	E Johnson Beale	Expenses	30.00	
003377	Yee Group Ltd	Fire Extinguishers/fire blanket Garage and Back Lane Pavilion	167.82	
003378	Fairview Arborist	Tree work	250.00	
003380	Rainbow Waste	Waste Collection	172.80	
003381	Sterilizing Services Ltd	Water Testing	376.15	

003382	Cromwell	Hedge Shears, loppers, overshoes, bleach	79.21	
003383	The helping Hand Company Ltd	3 x litter hoops	31.56	
003384	Hilton Village Hall	Room Hire	115.31	
BACS	Carrbrook Garden Machinery	Repairs to the sweeping machine	96.42	

**b) Payments by BACS for Salaries, Tax, NIC's, Expenses, Pension - including Chq 003369 for the Inland Revenue**

***Resolved: Hilton Parish Council approved the following payments for Salaries, Tax, NIC's, Expenses and Pensions as follows:***

**November 2018**

<b>Description</b>	<b>Amount</b>
Salaries, Tax NICs, Redundancy, Expenses etc.	£7,697.50
NEST Staff Pension	£560.62

**c) Payments by BACS for Salaries, Tax, NIC's, Expenses, Pension - including Chq 003379 for the Inland Revenue**

***Resolved: Hilton Parish Council approved the following payments for Salaries, Tax, NIC's, Expenses and Pensions as follows:***

***Resolved: Hilton Parish Council also approved to pay the salaries earlier than normal due to the Christmas and New Year period.***

**December 2018**

<b>Description</b>	<b>Amount</b>
Salaries, Tax NICs, Redundancy, Expenses ETC	£7,313.92
NEST Staff Pension	£560.62

**d) Completion of the limited assurance review for the year ending 31.03.2018**

**i. External Auditors Report – Agency Staff Costs to be coded to Other Payments and not Staff Costs – DALC are taking this up with PKJ Littlejohn LLP**

1. Approval to recalculate the figures on the Annual return as per the External Auditors report as at 31.03.2018 and put the figures as advised on the annual return for 2018/2019

2. Approval to code in the accounts as now for transparency but code the correct figures in the annual return as advised by the External Auditor.

***Resolved: Hilton Parish Council agreed to recalculate the figure on the Annual Return as per the External Auditors Report as at 31.03.2018 and put the figures as advice/quoted on the annual return for 2018/2019.***

***Resolved: Hilton Parish Council agreed to code Agency Staff Costs in Scribe to Staff Costs and to do an adjustment to other payments for the purpose of the Annual Return going forward.***

**ii. Approval of the Internal Auditors Report – 07.11.2018**

***Resolved: Hilton Parish Council accepted and approved the Internal Auditors Report dated 07.11.2018.***

**iii. Approval to increase the Clerks delegated powers from £500.00 back to £1,000.00 ex vat**

***Resolved: Hilton Parish Council agreed to keep the Clerks Delegated Powers at £500.00 ex VAT. If payment over £500.00 ex VAT, the Clerk to email all Councillors for approval, to then be ratified at the next available Parish Council Meeting.***

**16. Minute Number 3027/18 - Items for Information**

***Resolved: Hilton Parish Council noted the following information with the addition of item t):***

- a) Clerk and Council Direct Magazine – November 2018
- b) SDDC – Press release – Hundreds of Opportunities up for grabs at Skills Festival
- c) SDDC – Press release – South Derbyshire rubs shoulders with global powerhouses after winning an international award
- d) DCC – Applying for your child’s infant and primary school places 2019/2020 – a summary
- e) SDDC – Press release – Switch-on of the Christmas Lights – Friday 30.11.2018, Swadlincote Town Centre
- f) SDDC – Child Sexual Exploitation, Modern Slavery and Human Trafficking poster
- g) SDDC – Press release – Christmas Hamper appeal to help those in need
- h) SDDC – Press release – First spade in the ground at the new Council housing site
- i) SDDC – Press release – South Derbyshire to mark the centenary of World War One
- j) SDDC – Press release – And the winner is..... Sporting heroes crowned at award ceremony
- k) Thank you letter from Burton Soup Kitchen for donations of Groceries and toiletries from the Big Poppy Food Appeal

- l) SDDC – Press release – Businesses encouraged to be part of small business Saturday
- m) SDDC – Press release – Permanent tribute unveiled for suffragette and rebel
- n) SDDC – Press release – Countdown to the spectacular Swadlincote Christmas Lights Switch On
- o) Derbyshire Police & Crime Commissioner – Information for non-statutory and constituted organisations and groups in Derbyshire – Grants of up to £25k closing date 30.11.2018
- p) SDDC – Press Release – Man from Willington given a four-year Criminal Behaviour Order for sending abusive emails and posting on Social Media to Councillors, Parish Clerks and District and County employees
- q) Personal Advice and Solutions Ltd – Does the use it or lose it principle apply to Annual Leave Entitlement
- r) Yee Group – Fire Extinguisher Maintenance Certificate
- s) SDDC – Press release – Community Partnership Scheme Grants still up for grabs
- t) Christmas Card received to Hilton Parish Council from Hilton Village Hall Committee and its staff

**17. Minute Number 3028/18 - 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 and for the reasons given below, it was advisable in the public interest, that the press and public be temporarily excluded and were instructed to withdraw from the meeting. All Councillors agreed in this decision apart from Cllr Cuddington who did not agree with Item 25 - NPSG Committee being in exempt***

***Resolved: The Clerk to correct the agenda numbers from here as the next item had not been given a number on the agenda.***

**18. Minute Number 3029/18 - Update on correspondence received, hand delivered to the Chair and advice taken - Previously reported under minute number 2225/18, 2244/18, 2268/18, 2789/18, 3008/18 – Local Government Act Schedule 12 a - Information relating to any individual. - Information which is likely to reveal the identity of an individual. - Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.**

***Resolved: Hilton Parish Council agreed for the Solicitor to send the letter as soon as possible with the last paragraph removed. all Councillors agreed in this decision apart from Cllr Pardner who could not vote as he had not been privy to the information or the background to the case and Cllr Cuddington who did not agree with the decision, both Councillors abstained from voting for the reasons quoted.***

19. **Minute Number 3030/18 - Grounds Maintenance and Hedge Cutting Contract – Previously reported under minute number 2790/18, 3009/18 – Local Government Act 1972 Schedule 12 a - Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising**

***Resolved: Hilton Parish Council asked the Clerk to go back to two out of the 4 Tender packs received, to ask further questions with regards to the cost of the Hilton Village Hall Site Maintenance and the Year End Pitch Maintenance to establish exactly what is included in the quoted price.***

20. **Minute Number 3031/18 - Responses to emails received from residents - Local Government Act 1972 Schedule 12 a - Information relating to any individual. - Information which is likely to reveal the identity of an individual.**

***Resolved: Hilton Parish Council approved a new Vexatious and Unreasonable Complaints Policy, all Councillors were unanimous in this decision apart from Cllr Cuddington who abstained from voting.***

***Resolved: Hilton Parish Council agreed for the Clerk to continue to take advice from Chris Smith at SDDC on this matter.***

21. **Minute Number 3032/18 - Scout Lease Agreement and proposed extension – Previously reported under minute number 3010/18 - Local Government Act 1972 Schedule 12 a - Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising**

***Resolved: Hilton Parish Council agreed to extend the current lease agreement for the garden area to run in line with the Lease for the Scout Building.***

22. **Minute Number 3033/18 - Staff Matters – Local Government Act 1972 Schedule 12 a - Information relating to any individual. 2. Information which is likely to reveal the identity of an individual.**

- a) Staff Pensions – increases as of 06.04.2019

The Clerk informed the Council about the information received from the Pension Regulator. There were no actions to take at this time.

- b) Staff Pension – Approval Pension Scheme Certification 2018

***Resolved: Hilton Parish Council approved the Pension Scheme Certification 2018***

- c) Resignation and replacement of a member of staff

***Resolved: This matter was deferred until the January 2019 Parish Council Meeting.***

23. **Minute Number 3034/18 - NPSG Committee – Local Government Act Schedule 12 a - Information relating to any individual. - Information which is likely to reveal the identity of individuals. - Information in respect of**

**which a claim to legal professional privilege could be maintained in legal proceedings.**

- a) Potential Data Breach reported to the ICO 30.11.2018 and the outcome
- b) Constitution of the Steering Group Committee, the Terms of Reference and Parish Council Policies and Procedures

***Resolved: Hilton Parish Council agreed to hold a meeting with the Neighbourhood Plan Steering Committee to try and resolve the issues in the first instance.***

**24. Minute Number 3035/18 - Apology to the Chair – Code of Conduct outcome**

Cllr Cuddington apologised after explaining that he was not required to apologise but had offered to do so. The Chair said ok but he did not feel it was heartfelt. Cllr Cuddington agreed that this was true.

**25. Minute Number 3036/18 - Date of the next meeting**

The date, time and venue of the Finance Committee Meeting (Budget and Precept Setting) to be agreed in January 2019.

***Resolved: A date was not agreed at the meeting.***

***Resolved: The date of the next monthly Hilton Parish Council Meeting was confirmed as 30<sup>th</sup> January 2019 at Hilton Village Hall commencing at 7pm.***

Signed.....Date.....