

Hilton Parish Council

Hilton Village Hall, Peacroft Lane, Hilton. DE65 5GH

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You are summoned to attend the **Meeting of Hilton Parish Council**

to be held on **Wednesday 29th May 2019** at 7.30 pm at Hilton Village Hall.

Yours sincerely

Charles Cuddington

Chairman of the Parish Council

23 May 2019

AGENDA

1. **Completion of the Declaration of Acceptance of Office**
2. **To receive apologies for absence**
3. **Variation of the Order of Business**
4. **Declaration of Members' Interests**

To declare any Personal and Disclosable Pecuniary Interests in items on the agenda and their nature.

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. Election of Committees and their Terms of Reference for the year 2019/2020

- Finance Committee – All Councillors. (Clerk/RFO also to attend). Terms of reference – The Finance Committee have delegated powers to discuss the Annual Precept and Budget Setting process and put proposals forward to a full Parish Council meeting for a final decision to be made. The Quorum for the Finance Committee Meeting is 3 Councillors.

7. Removal of Planning Committee and Complaints Committee

8. Change of status of Hilton, Marston, Hoon Neighbourhood Development Plan Steering Group

The Steering Group will become a Working Group and no longer a committee of the parish council.

9. Variation of Standing Orders

10. Review of Policies and Procedures

- Creation of Working Groups to consider changes to policies and procedures. To report back at the next Council Meeting.

11. Election of Representatives to other Bodies for the year 2019/2020

- Etwall Area Meeting and Safer Neighbourhoods – 1 member of Hilton Parish Council to be agreed
- Toyota Liaison – Chair and Vice Chair to be confirmed
- The Mease Management Committee – 1 member of Hilton Parish Council to be agreed
- Marston on Dove Relief in Need Charity – 1 Member of Hilton Parish Council to be agreed
- Flood Liaison – 1 member of Hilton Parish Council to be agreed
- DCC – Parish and Town Liaison Forum – 1 member of Hilton Parish Council to be agreed
- SDDC – Joint Meeting with Parish Councils – 1 member of Hilton Parish Council to be agreed

12. To confirm the minutes of the Hilton Parish Council Meeting held on 30 April 2019.

13. To confirm the minutes of the Hilton Parish Council Annual Meeting held on 15 May 2019

14. Ratification of cancellation of PO Box, Registration of address of Parish Council Office and purchase of letterbox. – Cllr Campion to report

15. **Letter from Resident re; dog poo bag bottle dispensers** – Cllr Campion to report

16. **Outstanding Section 137 grant applications deferred from February meeting**

- Hilton Village Hall – replace small door and fell two trees
- Hilton Dog Walking Group – Advertising
- Hilton Youth Group - various

17. **Proposal for recruitment of clerk**

18. **Proposal for new website, Facebook page and Notice Boards** – Cllr Davies to report

19. **Neighbourhood Development Planning**

20. **Clerk's Report** – None to this meeting.

21. **Finance Report** - Cllr Pollard to report

Summary of Expenses

Inv Date	Paid	Cheque No.	Payee / Supplier	Description	TOTAL
25/03/2019			R Pollard NDP costs - reimbursement	Survey Monkey - 4 months	140.00
25/03/2019			R Pollard NDP costs - reimbursement	Wordpress - website/domain name	84.00
25/03/2019			R Pollard NDP costs - reimbursement	Facebook advertising for survey	218.22
27/03/2019			C Cuddington NDP costs - reimbursement	Essential Print Services - VH display	214.85
27/03/2019			C Cuddington NDP costs - reimbursement	Blackfryers - Planning Consultant	1245.00
27/03/2019			C Cuddington NDP costs - reimbursement	Warwick Directories - 2 adverts/articles	72.00
27/03/2019			C Cuddington NDP costs - reimbursement	Warwick Directories - Leafelt Distribution	198.00
27/03/2019			C Cuddington NDP costs - reimbursement	Groundwork grant refund 2018/19	159.32
31/03/2019			Hilton Village Hall	Hire of room - March	95.42
14/04/2019			Hilton Primary school PTFA	Plant sales for village planters	100.00
26/04/2019			Massey's	2 stroke / padlocks	44.97
30/04/2019			Aucuba	Pitch / Grass maintenance	1533.46
30/04/2019			Sterilising Services	Water testing service	68.39
30/04/2019			Rainbow Waste Management	General/green waste collection	220.13
30/04/2019			Hilton Village Hall	Hire of room - April	105.92
01/05/2019			APS	Maint of PC Office CCTV /access system	802.80
01/05/2019	Paid	DD	EON	Electricity Back Lane Pavilion	112.00
01/05/2019	Paid	DD	EON	Electricity PC Office	101.00
01/05/2019	Paid	DD	Toyota	Parish Council van	239.24
03/05/2019			Cromwell	Safety boots	56.30
02/05/2019	Paid	BACS	RD Smith Carrbrook Garden Machinery	Repairs to Mower	27.00
04/05/2019	Paid	BACS	DALC	Annual subscription	905.39
09/05/2019			Streetscape	Gate for Village Green play area	1842.00
10/05/2019	Paid	DD	UK Fuels	Van Fuel	50.00
13/05/2019	Paid	BACS	Zurich Insurance	Annual PC insurance	4973.12
15/05/2019			A Sharpe Locum Clerk	Support for 15 May PC meeting	109.10
16/05/2019			Castle Water	Water supply to PC Offices 1/4/17-31/7/19	1739.49
16/05/2019	Paid	DD	NEST	Staff monthly pension contribution	321.06
29/05/2019		BACS	Staff	Monthly salary	3452.58
					19230.76

Summary of Receipts

Date	Name	Description	TOTAL
08/04/2019	Pitch Hire	Pitch Hire	103.00
08/04/2019	Pitch Hire	Pitch Hire	96.00
11/04/2019	Pitch Hire	Pitch Hire	234.00
18/04/2019	Pitch Hire		50.00
25/04/2019	EON	Refund overpayments	737.54
25/04/2019	Pitch Hire	Pitch Hire	175.00
29/04/2019	Derbyshire CC	Footpath clearance refund	316.00
30/04/2019	Pitch Hire	Pitch Hire	250.00
05/04/2019	SDDC	2019/20 Precept 50% / Grant	91934.00
18/04/2019	SDDC	Refund of expenses 2018/19	29364.00
			123259.54
07/05/2019	VAT	Refund 2018/19	11535.24
			11535.24

Statement on the cash/bank position is:

Cash in hand £ 1132

Bank £114687

TOTAL £115819

This has been reconciled to the bank statement as at 21 May 2019.

1. Ratification that £30,000 of funds is earmarked for the Scout Hut extension, as per PC minutes 25th January 2017 and signing of Veolia funding forms.
2. A permanent reserve of £20,000 to be earmarked in case of a delay in receipt of the precept. This is based on 3 months of essential/committed costs.
3. A cash flow forecast will be presented for information
4. Proposal to remove the need for staff to use time cards and clock in every day.

22. **Planning Matters for Decision.**

- a) 9/2019/0379 – The Mandarin Chinese Restaurant land adjacent to Egginton Road – Approval of reserved matters for 34 dwellings
- b) 9/2019/04129 – Land at SK2430 7995 Derby Road – Approval of reserved matters for 45 dwellings

23. **Date of the next meeting.**

7.00pm on **26th June 2019** at the Hilton Village Hall